City Council and Successor Agency to the Brea Redevelopment Agency Agenda

Study Session - 6:30 p.m.
General Session - 7:00 p.m.

Tuesday, July 15, 2025, 7:00 PM
COUNCIL CHAMBERS
1 Civic Center Circle
Brea, California 92821

Blair Stewart, Mayor **Cecilia Hupp,** Mayor Pro Tem

Christine Marick, Council Member **Marty Simonoff,** Council Member **Steven Vargas,** Council Member

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

Procedures for Addressing the Council

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

The Council encourages free expression of all points of view. To allow all persons the opportunity to speak, please keep your remarks brief. If others have already expressed your position, you may simply indicate that you agree with a previous speaker. If appropriate, a spokesperson may present the views of your entire group. Council rules prohibit clapping, booing or shouts of approval or disagreement from the audience. Please silence all cell phones and other electronic equipment while the Council is in session. Thank you.

Written comments may be submitted in advance of the meeting by emailing cityclerksgroup@cityofbrea.gov. Written comments received by 3 p.m. on the day of the meeting will be provided to the Council, will be made available to the public at the meeting, and will be included in the official record 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.gov. Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice as previously described.

1. STUDY SESSION - EXECUTIVE CONFERENCE ROOM 3RD FLOOR - 6:30 P.M.

1.A. Call to Order/Roll Call

1.B. Public Comment

1.C. Clarify Regular Meeting Topics

1.D. Commission/Committee Attendance

1.E. Policy Considerations for Short-Term Rental Properties

1.F. Council Member Reports/Requests

1.G. Study Session Adjournment

2. GENERAL SESSION - COUNCIL CHAMBERS PLAZA LEVEL - 7:00 P.M.

2.A. Call to Order/Roll Call

2.B. Pledge of Allegiance: Boy Scout Troop 707

2.C. Invocation: Pastor Julie Valenzuela, The Cause Church

2.D. Proclamation: Parks Make Life Better Month

2.E. Commendation: Brea's Art in Public Places 50th Anniversary

2.F. Report - Prior Study Session

2.G. Community Announcements

2.H. Matters from the Audience

2.I. Response to Public Inquiries

3. ADMINISTRATIVE ITEM

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

3.A. Update on E-Bike Marketing and Education

— 1. Receive and file.

4. 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."

4.A. June 17, 2025 Regular City Council Meeting Minutes

— 1. Approve.

4.B. Second Reading Public Possession of Alcoholic Beverages; Public Nudity; Civic and Cultural Center / Downtown Public Plaza Curfew Ordinance

— 1. Waive full reading and adopt Ordinance No. 1263, "An Ordinance of the City Council of The City of Brea approving a CEQA exemption determination and amending the Brea City Code to revise regulations for public possession of open alcoholic beverage containers, establish a public nudity ban, and establish a curfew for the Civic and Cultural Center and for Downtown Public Plazas," by title only.

4.C. Approval of Fiscal Year 2025-26 Property Tax Rate to Fund the City's Paramedic Program

— 1. Adopt Resolution No. 2025-053, fixing the rate of tax upon the taxable property within the City of Brea for the Fiscal Year 2025-26 necessary to maintain a mobile intensive care program known as paramedics within the area of the City of Brea and certifying said rate of taxation to the Orange County Auditor-Controller.

4.D. City of Brea Sewer System Management Plan Update 2025

— 1. Approve the City of Brea 2025 Sewer System Management Plan Update. There is no fiscal impact to the General Fund.

4.E. Approve Amendment No. 1 with Trauma Intervention Programs

— 1. Accept an amendment to the current agreement with Trauma Intervention Programs, which allows for up to two additional one-year extensions, each with a fixed 3% annual increase.

— 2. Authorize the City Manager to execute the amendment and any subsequent extensions. Funding for TIP services has already been included in the Police Department's budget for FY 2025/2026.

4.F. Microsoft O365 Annual Licenses Renewal

— 1. Authorize the Procurement & Contracts Administrator to issue a Purchase Order for renewing Microsoft O365 licenses in the amount of $108,280.39, through the Microsoft Government Pricing Enterprise Agreement (EA); and

— 2. Authorize the City Manager to approve future renewals until the end of the three year EA agreement, for the remaining cost of $216,560.78. The funds to purchase these licenses have already been appropriated in the current fiscal year budget. There is no additional impact on the budget.

4.G. Acceptance of Associated Road High Pressure Waterline, CIP No. 7476

— 1. Accept project as complete and authorize City Clerk to file and record Notice of Completion;

— 2. Authorize the City Clerk to release the Performance Bond upon acceptance of the Warranty Bond and release the Payment Bond upon further notification from the Public Works Department; and

— 3. Accept the Warranty Bond. The source of funds for this Project is from the Water Fund (Fund 420), and Gas Tax (Fund 220). Therefore, there is no impact on the General Fund.

4.H. Emergency Ambulance Contract Amendment

— 1. Approve Amendment No. 1 to the Ambulance Services Agreement with Emergency Ambulance Services, Inc. to provide Surge Ambulance Services (Primary) with a not-to-exceed contract amount of $80,000. The total contract amount is currently programmed in the adopted FY 2025-27 Operating Budget within the Paramedic Services Fund (174).

4.I. Monthly Report of Investments for the City of Brea for Period Ended June 30, 2025

— 1. Receive and file.

4.J. June Outgoing Payment Log and City Disbursement Registers for June 13, 2025 , June 20, 2025, June 27, 2025, and July 3, 2025

— 1. Receive and file.

5. CITY/SUCCESSOR AGENCY - CONSENT

5.A. Monthly Report of Investments for the Successor Agency to the Brea Redevelopment Agency for Period Ended June 30, 2025

— 1. Receive and file.

6. ADMINISTRATIVE ANNOUNCEMENTS

6.A. City Manager

6.B. City Attorney

6.C. Council Requests

7. COUNCIL ANNOUNCEMENTS

7.A. Council Announcements

8. ADJOURNMENT

8.A. Meeting Adjournment

Date Posted: July 10, 2025

CITY of BREA

City Council Regular Meeting
Communication
July 15, 2025
Item No. 3A.

Update on E-Bike Marketing and Education

TO	PREPARED BY
Honorable Mayor and City Council Members	Christopher Harvey, Police Lieutenant
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Adam Hawley, Police Chief	Kristin Griffith, City Manager

RECOMMENDATION

Receive and File

BACKGROUND/DISCUSSION

Lieutenant Harvey will present an update on the Police Department / BOUSD's eBike marketing and upcoming education classes.

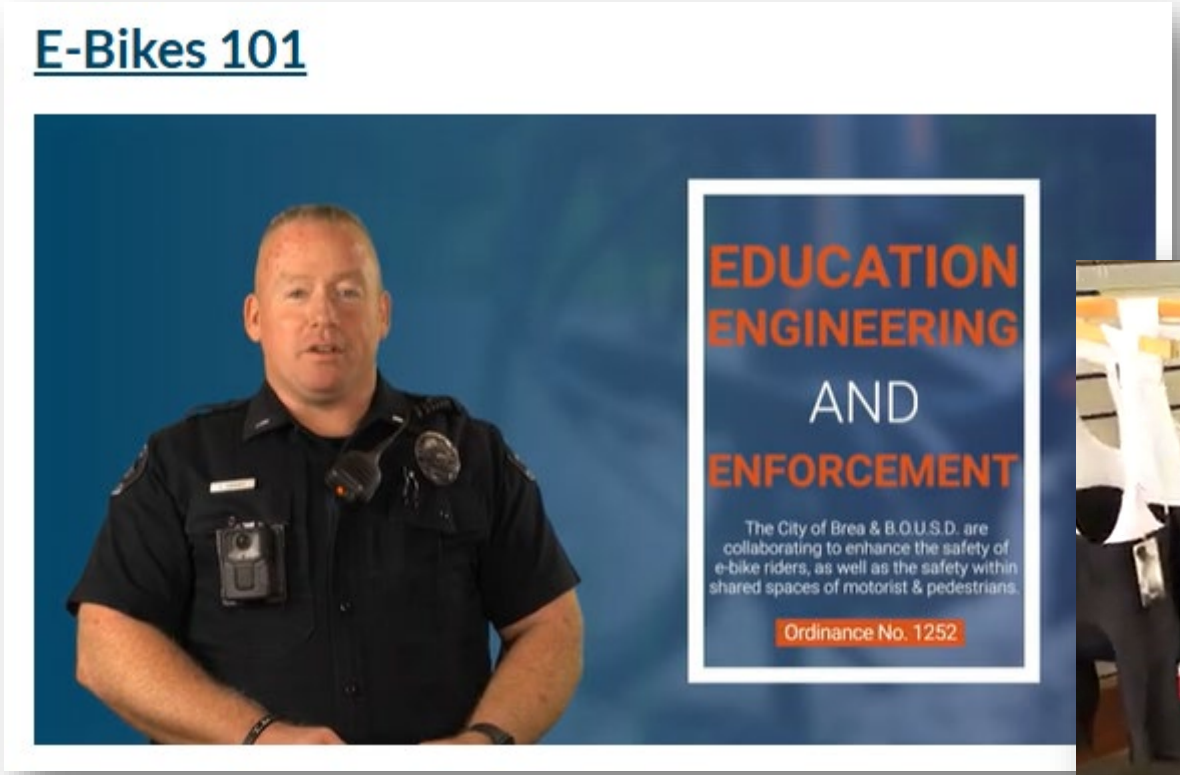
Attachments

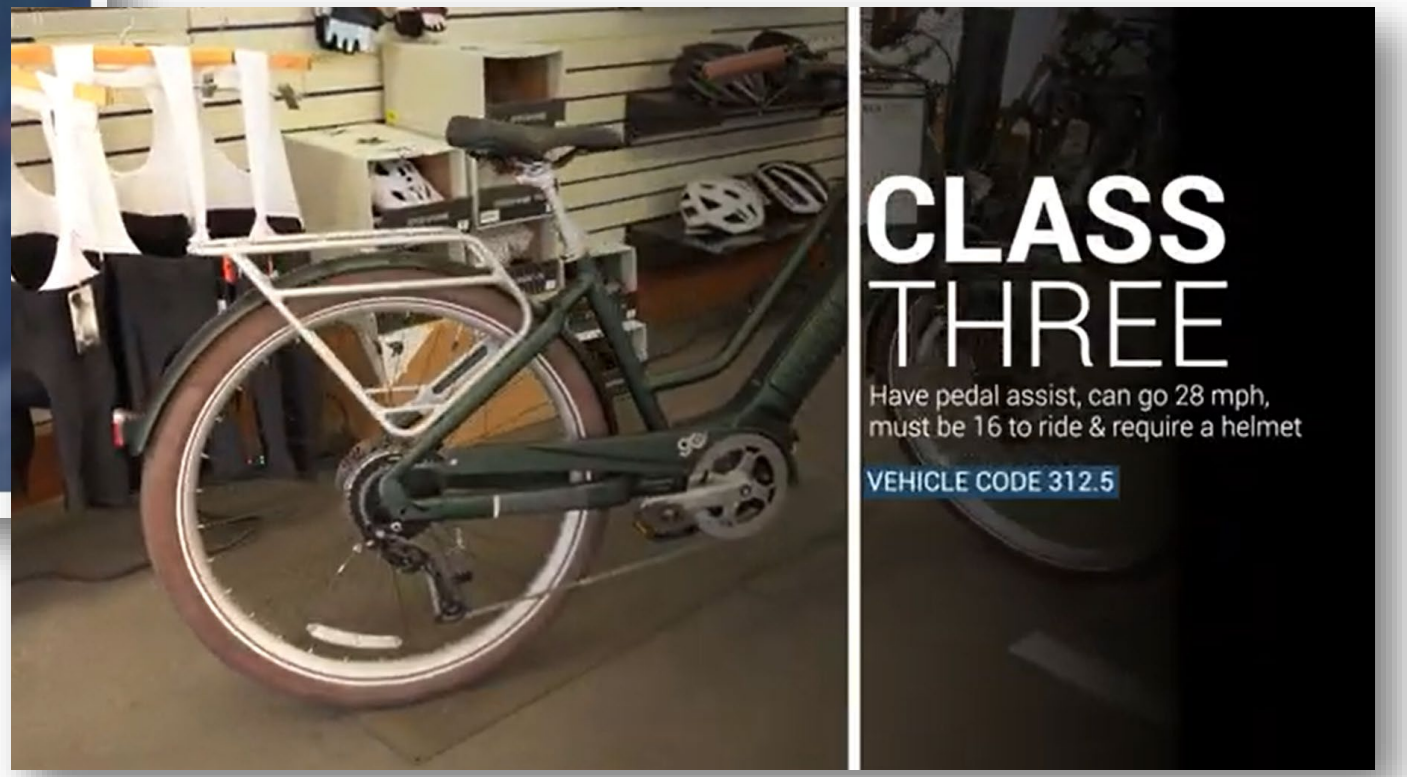
E-Bike Safety and Education PowerPoint Presentation.pdf

E-Bike Safety

Education Update

“E-Bikes 101” Video Series





Dedicated Website Pages

City of Brea | Department Directory | Community Crime Map | Policy | E-Bike Ordinance

BREA POLICE DEPARTMENT

Our People | Our Mission



- Barking Dogs Ordinance
- Bicycle Information
- Body-Worn and In-Car Camera Systems
- Citation Information
- City of Brea Truck Routes
- Overnight Parking
- Urban Coyotes
- Vehicle Storage / Impound
- E-Bike Ordinance

E-Bike Ordinance

The Brea City Council adopted a new e-bike ordinance that took effect on **January 2, 2025**.

The intent of the ordinance is to focus enforcement on reckless or destructive behaviors, as well as actions that pose a danger to the shared use of streets and trails by pedestrians and vehicles. The ordinance covers all "electronic mobility devices" (e-bikes, mobility devices, motorized scooters, skateboards, and pocket bikes) and aligns with the City's existing regulations for bicycles, skateboards, and roller skates. The ordinance calls for violators to be fined, but also gives the Brea Police Department the option to refer juvenile offenders and their parents to e-bike education programs in lieu of paying a fine.

The e-bike ordinance is in response to an Orange County Grand Jury report titled, E-bikes: Friend or Foe. Released in June 2024, the report highlighted the lack of established regulations for e-bike use in the county. One of the report's recommendations was for each city in Orange County to create an ordinance to address this gap. In response, the Brea Police Department, the City of Brea, and the Brea Olinda Unified School District all collaborated to address the Grand Jury's findings and recommendations. Following the approach used for most traffic-related issues, a three-pronged strategy was developed with focus on education, engineering, and enforcement.

The Brea Police Department has developed an engaging e-bike safety class, offering an interactive opportunity to learn essential safety information about e-bikes. Below are the upcoming class dates.

- **Thursday, July 17** • 5:00 – 7:00 p.m. at Brea Civic Center Community Rooms A & B • 1 Civic Center Circle, Brea
- **Wednesday, August 6**• 1:00 – 3:00 p.m. at Brea Olinda High School Cafeteria • 789 Wildcat Way, Brea

Visit the Brea Olinda Unified School District website to register for classes and for more information.

Register for Classes Here

Dedicated Website Pages

Special Education & Student Services » E-Bike Safety

E-Bike Safety



Brea Olinda Unified School District has partnered with the City of Brea and the Brea Police Department to offer students and their parents/guardians e-bike safety training classes.

Any BOUSD student who intends to use an e-bike to commute to and from school will be required to:

1. **Complete an e-bike safety class and**
2. **Obtain a valid e-bike permit to commute and park the e-bike on school grounds**

The Brea Police Department has developed an engaging e-bike safety class, offering an interactive opportunity to learn essential safety information.

Upcoming Dates

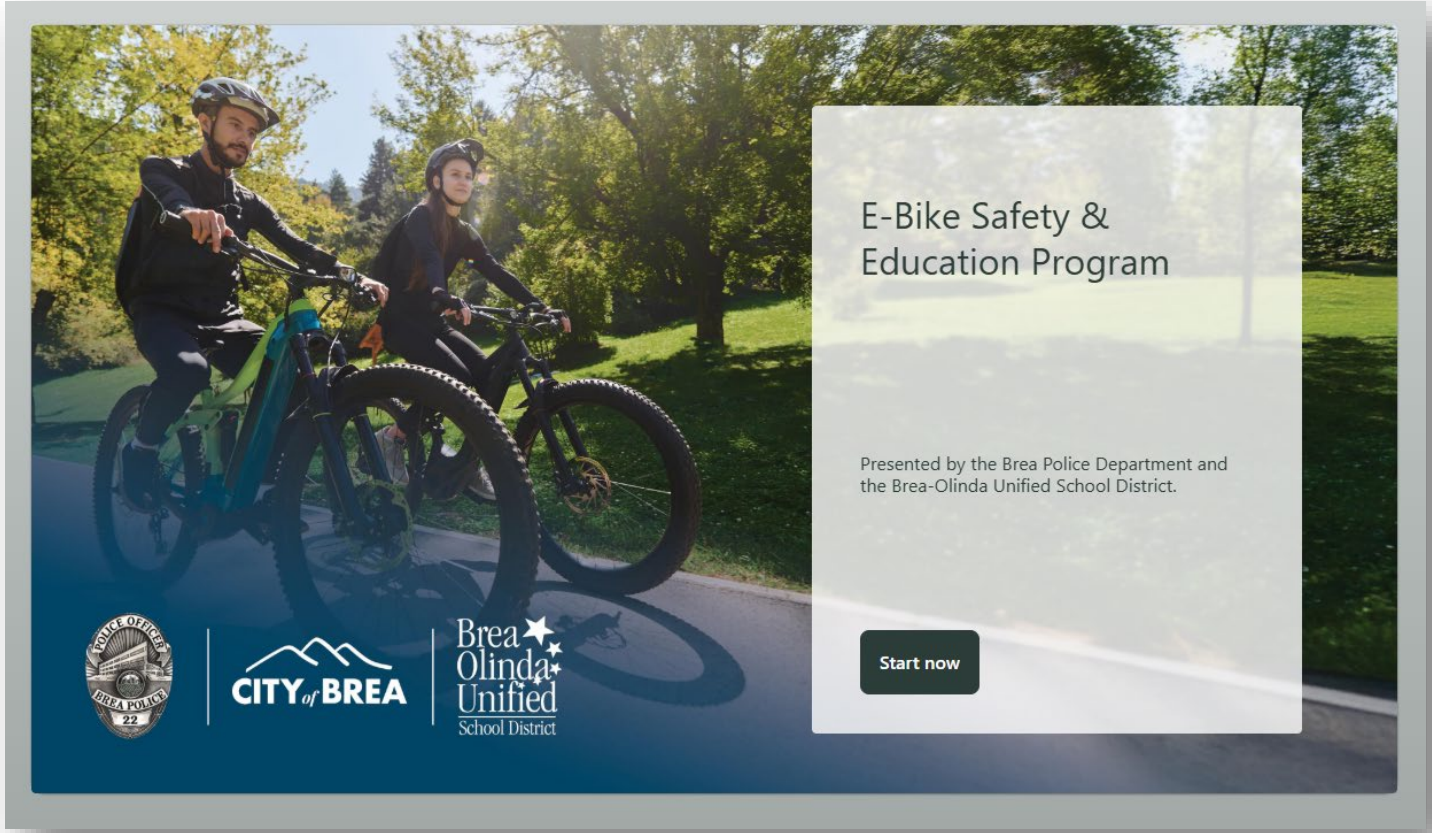
Thursday, July 17 at 5-7 p.m. at Brea Civic Center Community Rooms A&B
Wednesday, August 6 at 1-3 p.m. at Brea Olinda High School Cafeteria

REGISTER FOR E-BIKE SAFETY CLASS

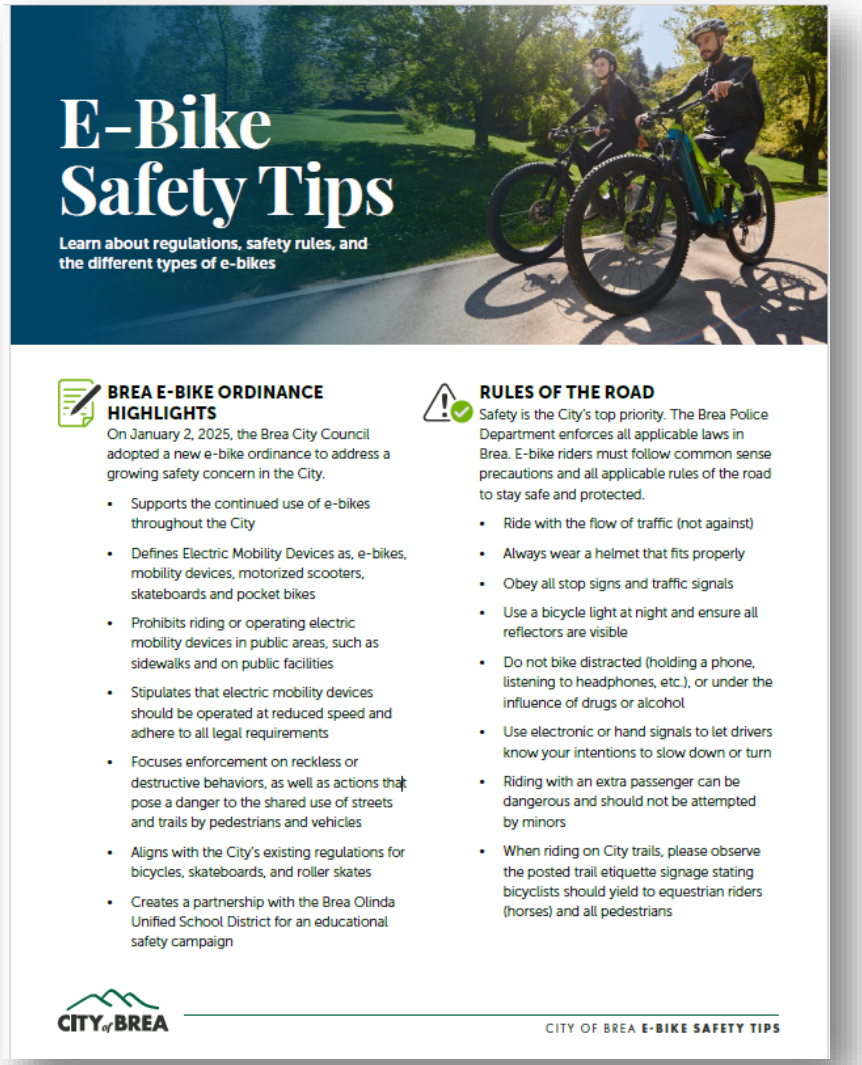
Special Education & Student Services
Attendance
Community Advisory Committee (CAC)
E-Bike Safety
Forms
Frequently Asked Questions
Immigration Information and Resources
Mental Health & Wellness
Northeast Orange County SELPA
Public Hearing Notices
Special Education Parent Resources

E-Bike Safety Courses





E-Bike Safety Tips “One Sheet”



E-Bike Safety Tips

Learn about regulations, safety rules, and the different types of e-bikes

BREA E-BIKE ORDINANCE HIGHLIGHTS

On January 2, 2025, the Brea City Council adopted a new e-bike ordinance to address a growing safety concern in the City.

- Supports the continued use of e-bikes throughout the City
- Defines Electric Mobility Devices as, e-bikes, mobility devices, motorized scooters, skateboards and pocket bikes
- Prohibits riding or operating electric mobility devices in public areas, such as sidewalks and on public facilities
- Stipulates that electric mobility devices should be operated at reduced speed and adhere to all legal requirements
- Focuses enforcement on reckless or destructive behaviors, as well as actions that pose a danger to the shared use of streets and trails by pedestrians and vehicles
- Aligns with the City's existing regulations for bicycles, skateboards, and roller skates
- Creates a partnership with the Brea Olinda Unified School District for an educational safety campaign

RULES OF THE ROAD

Safety is the City's top priority. The Brea Police Department enforces all applicable laws in Brea. E-bike riders must follow common sense precautions and all applicable rules of the road to stay safe and protected.

- Ride with the flow of traffic (not against)
- Always wear a helmet that fits properly
- Obey all stop signs and traffic signals
- Use a bicycle light at night and ensure all reflectors are visible
- Do not bike distracted (holding a phone, listening to headphones, etc.), or under the influence of drugs or alcohol
- Use electronic or hand signals to let drivers know your intentions to slow down or turn
- Riding with an extra passenger can be dangerous and should not be attempted by minors
- When riding on City trails, please observe the posted trail etiquette signage stating bicyclists should yield to equestrian riders (horses) and all pedestrians

CITY of BREA

CITY OF BREA **E-BIKE SAFETY TIPS**



What is an E-Bike?

CLASS 1

These e-bikes are pedal-operated, and the electric motor assists the rider. The assist stops helping at 20 mph. Class 1 e-bikes do not require a license and may be operated by a rider of any age. Riders under 18 years of age must wear a helmet.

CLASS 2

These e-bikes have a pedal-assist mode of up to 20 mph, but they also offer an electronic throttle-powered mode that doesn't require pedaling. Class 2 e-bikes do not require a license and may be operated by a rider of any age. Riders under 18 years of age must wear a helmet.

CLASS 3

Like a Class 1 e-bike, the motor kicks in only when you're actively pedaling, but it stops helping at 28 mph. Riders must be at least 16 years old, but a license is not required. Riders of all ages must wear a helmet.

What is NOT an E-Bike?

Any e-bike that assists the rider **over 28 mph is not street legal** and must stay off of roads, sidewalks, and multi-use trails and paths.

It is against the law in California to modify or otherwise tamper with electric bicycles in a way that changes the speed capability, unless the rider also changes the bicycle's classification. Electric bicycles with motors of **more than 750 watts**, and **bicycles with gas motors** are technically motorcycles according to the law and require Class M licenses, registration, and insurance.

CITY of BREA | Brea Olinda Unified School District

For more information about the City of Brea's e-bike ordinance, **VISIT, CITYOFBREA.GOV/EBIKES**

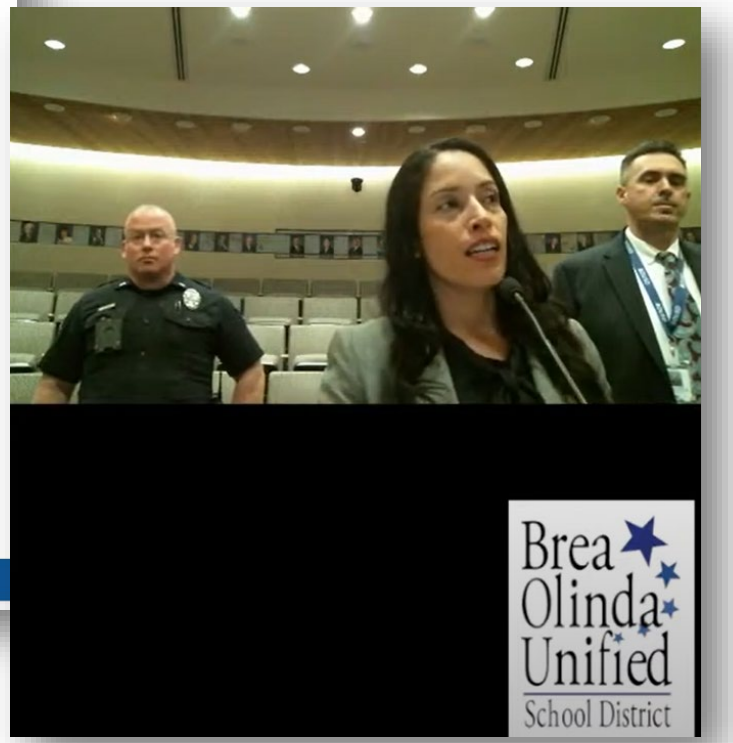
Presentation to Governing Boards

E-Bike Partnership & Permit Program:

Empowering a Safe, Healthy, and Responsible Student e-Bike Use

Brea Olinda Unified School District | Board of Education Presentation
6/12/2025





E-Bike Safety

Education Update

CITY of BREA

City Council Regular Meeting
Communication
July 15, 2025
Item No. 4A.

June 17, 2025 Regular City Council Meeting Minutes

TO	PREPARED BY
Honorable Mayor and City Council Members	Lillian Harris-Neal, City Clerk
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Kristin Griffith, City Manager	Kristin Griffith, City Manager

RECOMMENDATION

Approve.

Attachments

06-17-2025 - Draft Minutes.pdf

**** The following document is a draft of the minutes and the not the official approved minutes ****

Minutes for the City Council Regular Meeting

1 Civic Center Circle, Brea, California 92821

June 17, 2025

Roll Call: *(The following members were in attendance)*

- **Cecilia Hupp,** Mayor Pro Tem
- **Christine Marick,** Council Member
- **Marty Simonoff,** Council Member
- **Steve Vargas,** Council Member

Absent:

- **Blair Stewart,** Mayor

1. GENERAL SESSION - COUNCIL CHAMBERS PLAZA LEVEL - 7:00 P.M.

1.A. Call to Order/Roll Call

Mayor Pro Tem Hupp called the meeting to order at 7:01 p.m. with all Council Members present, except for Mayor Stewart, who was absent.

1.B. Pledge of Allegiance: Boy Scout Troop 707

Boy Scout Troop 707 led the Pledge of Allegiance.

1.C. Invocation: Pastor Brett Sturgill, The Cause Church

Pastor Bret Sturgill, The Cause Church, delivered the Invocation.

1.D. Presentation: Mayor's Youth Awards

Mayor Pro Tem Hupp recognized Mayor Youth Award recipients in attendance for their contribution of over 10,000 hours of service to the community.

1.E. Commendation: City Clerk Lillian Harris-Neal Retirement

Mayor Pro Tem Hupp presented City Clerk Harris-Neal with a Commendation in honor of her retirement and for her outstanding service and dedication as City Clerk for the City of Brea.

1.F. Commendation: Fire Chief Mark Terrill Retirement

Mayor Pro Tem Hupp presented Fire Chief Terrill a Commendation in honor of his retirement and for his outstanding service and dedication as Fire Chief for the City of Brea.

1.G. Presentation: Hope Center Update

Community Services Director Hernandez introduced George Searcy, Hope Center Executive Director. Mr. Searcy provided an overview of the Hope Center operations and the 2024 findings and outcomes for the City of Brea.

1.H. Presentation: Business of the Quarter

The City Council displayed a video presentation of the Business of the Quarter, recognizing Bridge Energy.

1.I. Report - Prior Study Session-

None.

1.J. Community Announcements

Council Member Vargas invited residents to join the City of Brea this summer for Family Films. He noted that The Wild Robot will be shown on Friday, June 20 at 8:00 p.m. at the Brea Civic and Cultural Center Plaza.

Council Member Simonoff invited residents to the City's 45th Annual Country Fair taking place on Friday, July 4th at the City Hall Park, from 7:00 a.m. to 3:00 p.m., with free admission.

Council Member Marick reminded residents that the sale, use or discharge of fireworks are prohibited in the City of Brea and can carry a fine up to $1,000, even the "safe and sane" ones. She also stated that if residents able to identify an exact location of someone using fireworks, to please report it by calling the Brea Police Department's non-emergency line at (714) 990-7911.

1.K. Matters from the Audience

Alize Calvo expressed concerns about United States Immigration and Customs Enforcement (ICE) in the Brea Community.

Scott Hupp, representing the Brea Lions Club, thanked Dwight Manley, the Brea Downtown Association (BDOA), and Brea Fire Department for their great work on the Bonanza Days event. He

also requested residents save the date for Brea's Mayor's Cup Golf Tournament on Monday, September 8th.

Council Member Vargas read a written comment from resident Linda Shay expressing sincere thanks and well wishes to City Clerk Lillian Harris-Neal.

1.L. Response to Public Inquiries

None.

2. PUBLIC HEARINGS

2.A. Review Full-Time Vacancies and Recruitment and Retention Efforts in Compliance with Assembly Bill 2561/Government Code Section 3502.3

Human Resources Analyst II Muños provided a presentation regarding Assembly Bill 2561 which included an overview, vacancy percentage per bargaining group, vacancy breakdown per bargaining group, recruitment challenges, recruitment and retention efforts, and staff's recommendation.

Mayor Pro Tem Hupp opened the public hearing.

Seeing no members of the public wishing to address the Council, Mayor Pro Tem Hupp closed the public hearing.

The City Council received and filed the report.

2.B. Public Hearing to Consider Levying an Assessment for Landscape and Lighting Maintenance Districts Nos. 1, 2, 3, 4, 5, 6 and 7 for Fiscal Year 2025-2026

Senior Management Analyst Cuevas provided a presentation on the item and spoke about the process for levying assessments for maintenance districts, public meetings, notices sent to residents, and proposed changes for Fiscal Year 2025-26.

Mayor Pro Tem Hupp opened the public hearing.

Seeing no members of the public wishing to address the Council, Mayor Pro Tem Hupp closed the public hearing.

Motion was made by Council Member Simonoff and seconded by Council Member Vargas to adopt Resolution Nos. 2025-038 through 2025-044, levying assessments for Fiscal Year 2025-2026. Motion passed 4-0-1-0 (Ayes: Hupp, Marick, Simonoff, Vargas. Absent: Stewart)

3. ADMINISTRATIVE ITEMS

3.A. Adoption of the FY 2025-27 Biennial Operating and Capital Improvement Program (CIP) Budget

Administrative Services Director Lo provided a presentation and discussed Council top priorities and projects; six (6) month budget process; proposed budget adjustments; highlights; proposed general fund revenues; 2025-27 expenditures; ongoing budget efforts, service level increases; proposed CIP summary; and staff's recommendation.

Council Member Marick thanked staff for providing a balanced budget and maintaining service levels.

Council Member Simonoff discussed statements regarding a possible deficit in the past that was greatly reduced because some of the revenues were not accounted for.

Council Member Vargas thanked staff and discussed General Fund expenditures, reserves, budget future projections, and the travel and meeting budget for Council.

Council discussed future budget projections, City Council travel budget, purpose of Council travel and federal grand funds secured as a result.

Motion was made by Council Member Marick and seconded by Council Member Vargas to adopt Fiscal Year 2025-27 Proposed Biennial Operating Budget as presented in the Fiscal Year 2025-27 Operating Budget document and adopt Resolution No. 2025-045 approving the Fiscal Year 2025-27 Operating Budget and appropriating funds for the City of Brea FY 2025-27 Operating Program and adopt Resolution No. 2025-046 approving the Fiscal Year 2025-26 Appropriation Limit; and adopt Resolution No. 2025-047 adopting the Proposed Fiscal Year 2025-27 Biennial Capital Improvement Program (CIP) Budget and appropriating funds for the projects and purposes as presented in the Proposed Fiscal Year 2025-27 Biennial CIP Budget. Motion passed 4-0-1-0 (Ayes: Hupp, Marick, Simonoff, Vargas. Absent: Stewart).

3.B. Proposed Ordinances — Public Possession of Alcoholic Beverages; Public Nudity; Civic and Cultural Center / Downtown Public Plaza Curfew

Captain Rodriguez provided a presentation on the proposed ordinance and spoke about background information on the item, additional code amendments, outlined the downtown map, and provided staff's recommendation.

Council discussed alcohol consumption at special evens in the downtown area and curfew applicability within the outlined map area.

In response to council discussion, City Attorney Boga clarified that the proposed downtown

curfew would only apply to public property within the downtown map area.

Motion was made by Council Member Vargas and seconded by Council Member Marick to introduce Ordinance No. 1263, "An Ordinance of the City Council of The City of Brea approving a CEQA exemption determination and amending the Brea City Code to revise regulations for public possession of open alcoholic beverage containers, establish a public nudity ban, and establish a curfew for the Civic and Cultural Center and for Downtown Public Plazas," by title only. Motion passed 4-0-1-0 (Ayes: Hupp, Marick, Simonoff, Vargas. Absent: Stewart).

4. CONSENT CALENDAR

Mayor Pro Tem Hupp recommended that the City Consent Calendar, City/Successor Agency Consent and Brea Public Financing Authority Consent items be voted on concurrently.

Motion was made by Council Member Simonoff and seconded by Council Member Hupp to approve items 4A - 4M, 5A, 5B and 6A. Motion passed 4-0-1-0 (Ayes: Hupp, Marick, Simonoff, Vargas. Absent: Stewart).

4.A. May 20, 2025 Regular City Council Meeting Minutes

The City Council approved the May 20, 2025 Regular City Council Meeting Minutes.

4.B. FY 2025-27 Vehicle and Equipment Purchase Schedule

The City Council authorized the Purchasing Agent to issue purchase orders in an amount not-to-exceed $1,686,150 for various City vehicles and equipment described in the FY 2025-27 Vehicles and Equipment Schedule.

4.C. Approve Amendment No. 1 with Geocon West, Inc. and Amendment No. 2 with BKF Engineers for Additional as-needed Arovista Park Geotechnical and Civil Engineering Services

The City Council approved Amendment No. 1 with Geocon West, Inc. in the amount not-to-exceed $168,000 resulting in a total contract amount not-to-exceed $418,000 for as-needed materials testing, soils inspection and special inspections and approved Amendment No. 2 with BKF Engineers in the amount not-to-exceed $32,100 resulting in a total contract amount not-to-exceed $74,100 for as-needed engineering services.

4.D. Applicants Agent Resolution for Homeland Security Funds

The City Council adopted Resolution No. 2025-048, authorizing and designating City staff to perform as an Applicants Agent to complete and sign State and Federal documents related to homeland security, disaster response and disaster recovery.

4.E. SB 1205 State Mandated Fire Inspection Annual Report

The City Council adopted Resolution No. 2025-049 accepting the 2024 California State Fire Marshal mandated inspection report.

4.F. Citywide Multifunction Printer/Copier Replacement and Maintenance Services Lease Agreement with Sharp Business Systems

The City Council authorized the City's Purchasing Agent to negotiate a lease agreement with Sharp Business Systems (Sharp) for citywide multifunction printer/copier (MFP) replacement and maintenance services for a 60-month lease term not-to-exceed the amount of $150,000.00; exclusive of any as-needed print charges.

4.G. Pre-Employment Background Investigation Services for Fire Services

The City Council approved the Professional Service Agreements with RCS Investigations and Consulting, LLC and JL Group, LLC for pre-employment background investigations for Fire Services with a not to exceed amount of $60,000; and

authorized the City Manager to execute the agreement.

4.H. Police Alarm Permit and False Alarm Billing and Collection Services

The City Council approved a Professional Services Agreement with PM AM Corporation to provide business and residential alarm registration and false alarm incident management services; including billing services, permit registration, and handling related correspondence with citizens and businesses.

4.I. Agreement with California BP, LLC (Brea Plaza)

The City Council approve an agreement between the City and California BP, LLC (Brea Plaza) to allow the Police Department to install ALPR cameras on Brea Plaza property to satisfy a Development Condition of Approval.

4.J. Road Repair and Accountability Act - Local Streets and Roads Funding Program, Fiscal Year 2025-2026 Proposed Project List

The City Council adopted Resolution No. 2025-050 approving projects funded by the Road Repair and Accountability Act. RMRA funds were programmed as part of the FY 2023-25 CIP Budget for Project 7329 in the approximate amount of $3,500,000.

4.K. Renewed Measure M (M2) Eligibility Submittal Package for Fiscal Year 2025-2026

The City Council approved and authorize staff to submit to Orange County Transportation Authority (OCTA) the Measure M2 Seven-Year Capital Improvement Program for Fiscal Years 2025-2026 through 2031-2032 to comply with Measure M2 eligibility criteria; and adopt Resolution Nos. 2025-051 and 2025-052 concerning the status and update of the Circulation Element, Mitigation Fee Program, and Pavement Management Plan for the Measure M (M2) Program.

4.L. May Outgoing Payment Log and City Disbursement Registers for May 16, 2025 , May 23, 2025, May 30, 2025, and June 6, 2025

The City Council received and filed the May Outgoing Payment Log and City Disbursement Registers for May 16, 2025 , May 23, 2025, May 30, 2025, and June 6, 2025.

4.M. Monthly Report of Investments for the City of Brea for Period Ended May 31, 2025

The City Council received and filed the Monthly Report of Investments for the City of Brea for Period Ended May 31, 2025.

5. CITY/SUCCESSOR AGENCY - CONSENT

5.A. Adoption of the FY 2025-27 Successor Agency to the Brea Redevelopment Agency Biennial Operating Budget-

The City Council adopted Resolution No. SA 2025-01 appropriating funds for the Successor Agency to the Brea Redevelopment Agency 2025-27 Proposed Operating Budget.

5.B. Monthly Report of Investments for the Successor Agency to the Brea Redevelopment Agency for Period Ended May 31, 2025 -

The City Council received and filed the Monthly Report of Investments for the Successor Agency to the Brea Redevelopment Agency for Period Ended May 31, 2025.

6. BREA PUBLIC FINANCING AUTHORITY - CONSENT

6.A. Adoption of the FY 2025-27 Brea Public Financing Authority Biennial Operating Budget-

The City Council adopted Resolution No. A 2025-01 appropriating funds for the Brea Public Financing Authority 2025-27 Operating Budget, as presented in the FY 2025-27 Proposed Biennial Budget document.

7. ADMINISTRATIVE ANNOUNCEMENTS

7.A. City Manager-

None.

7.B. City Attorney

None.

7.C. Council Requests

None.

8. COUNCIL ANNOUNCEMENTS

8.A. Council Announcements-

None.

9. ADJOURNMENT

9.A. Meeting Adjournment

Mayor Pro Tem Hupp adjourned the meeting at 8:28 p.m.

CITY of BREA

City Council Regular Meeting
Communication
July 15, 2025
Item No. 4B.

Second Reading Public Possession of Alcoholic Beverages; Public Nudity; Civic and Cultural Center / Downtown Public Plaza Curfew Ordinance

TO	PREPARED BY
Honorable Mayor and City Council Members	Philip Rodriguez, Police Captain
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Adam Hawley, Police Chief	Kristin Griffith, City Manager

RECOMMENDATION

Waive full reading and introduce Ordinance No. 1263, "An Ordinance of the City Council of The City of Brea approving a CEQA exemption determination and amending the Brea City Code to revise regulations for public possession of open alcoholic beverage containers, establish a public nudity ban, and establish a curfew for the Civic and Cultural Center and for Downtown Public Plazas," by title only.

BACKGROUND/DISCUSSION

On January 14, 2025, City Council held a study session to discuss and provide direction on a proposed update of camping and property storage ordinances to provide additional tools for protecting public access to public and private facilities. Staff prepared Ordinance No. 1253 to enact the proposed City Code amendments with modifications requested by City Council at the study session. Ordinance No. 1253 was introduced on January 21, adopted on February 4, and is now effective.

During the study session, some Council Members expressed an interest in establishing a public plaza curfew similar to what Newport Beach has enacted. Newport Beach's public plaza curfew is in effect 10 p.m. to 6 a.m. and defines a "public plaza" as an open public area that satisfies four criteria: (1) is owned or controlled by a public entity; (2) has been physically improved; (3) allows access to the beach, a boardwalk, or a public pier; and (4) is where people can gather. Newport Beach's "public plaza" definition excludes sandy and rocky portions of the beach, areas with grass or soft landscaping, and public parks.

Proposed Ordinance No. 1263 will amend Chapter 8.32 (Miscellaneous Offenses) of the City Code to establish a curfew for the Civic and Cultural Center campus and for public plazas in the Brea Downtown Newsrack District. Ordinance No. 1071, adopted in 2004, designated the Brea Downtown Newsrack District and established newsrack regulations for it. A map of the Brea Downtown Newsrack District is attached to this report. Based on the operating hours of Downtown Brea businesses, the City Attorney's Office and the Police Department are recommending a 2:00 a.m. to 6:00 a.m. curfew. In addition to the Civic and Cultural Center campus, the curfew will apply to "downtown public plazas," which will be defined as sidewalks or other open public areas that are owned or controlled by the City and that are located in the Brea Downtown Newsrack District. The curfew will not apply to persons who are traversing the Civic and Cultural Center or a downtown public plaza without stopping. Additionally, the curfew will not apply to persons who are present in a downtown public plaza while lawfully working with an area business.

Proposed Ordinance No. 1263 will make two additional amendments to Chapter 8.32. One amendment is an expansion of the scope of Section 8.32.100, which regulates public possession of open alcoholic beverage containers. Currently limited to City-owned parking structures and parking lots, this provision will be revised to cover all public property. The other amendment is the establishment of a public nudity ban. Both amendments are requested by the Police Department to provide additional tools for protection of the public health, safety, and welfare.

The Ordinance was introduced at the June 17, 2025 Regular City Council Meeting.

FISCAL IMPACT/SUMMARY

There is no fiscal impact to the General Fund.

Attachments

Exhibit A Ordinance.pdf
Exhibit B Redline.pdf
downtown newsrack district map.pdf

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BREA APPROVING A CEQA EXEMPTION DETERMINATION AND AMENDING THE BREA CITY CODE TO REVISE REGULATIONS FOR PUBLIC POSSESSION OF OPEN ALCOHOLIC BEVERAGE CONTAINERS, ESTABLISH A PUBLIC NUDITY BAN, AND ESTABLISH A CURFEW FOR THE CIVIC AND CULTURAL CENTER AND FOR DOWNTOWN PUBLIC PLAZAS

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

A. <u>RECITALS:</u>

(i) Pursuant to state law, including Business and Professions Code Section 25620, the City Council has the authority to make possession of open alcoholic beverage containers on any public property an infraction.

(ii) Pursuant to state law, including California Constitution Article XI, Section 7 and Government Code Sections 37100 and 37359, the City Council has the authority to set time limits on the use of property owned or controlled by the City.

(iii) Expanding the scope of the City's existing regulations on public possession of open alcoholic beverage containers will promote the public health, safety, and welfare.

(iv) Prohibiting public nudity to ensure the peaceful and undistracted use and enjoyment of public parks, parking lots, playgrounds, sidewalks, and other public property and public right-of-way will promote the public health, safety, and welfare.

(v) Establishing a curfew, narrow in time and geographic scope, on remaining present in the Civic and Cultural Center, or in public plaza areas in Downtown Brea, will promote the public health, safety, and welfare.

(vi) This Ordinance is a valid exercise of the local police power and in accord

with State law.

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

B. ORDINANCE:

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

SECTION 2. Code Amendment. Section 8.32.100 (Consumption of Alcoholic Beverages Prohibited In or Upon City-Owned Parking Structures and Lots) of Chapter 8.32 (Miscellaneous Offenses) of Title 8 (Health, Safety and Welfare) of Part I (Municipal Code) of the Brea City Code is amended to read as follows:

"**8.32.100 Alcoholic Beverages.**

A. Prohibition. It is unlawful and an infraction for any person to consume any alcoholic beverage, or to possess any can, bottle or other receptacle containing any alcoholic beverage that has been opened, or a seal broken, or the contents of which have been partially removed, while in or upon any public park, parking lot or structure, playground, restroom, sidewalk, street or alley, or any other public property or public right-of-way.

B. Exception. This section does not apply where such possession or consumption occurs within a city-owned area for which a license permitting on-site sales and consumption of alcohol has been issued, or where such possession or consumption occurs in connection with an event that is sponsored, operated or authorized by the city, provided the alcoholic beverage being consumed is expressly permitted by the city to be provided as part of such event.

C. Penalty. Any person, firm, partnership or corporation violating any

provision of this section, or failing to comply with any of the requirements thereof, is guilty of an infraction, and upon conviction thereof, shall be punished by a fine not exceeding one hundred dollars ($100) for a first violation; by a fine not exceeding two hundred dollars ($200) for a second violation of the same provision within one (1) year; and by a fine not exceeding five hundred dollars ($500) for each additional violation of the same provision within one (1) year."

SECTION 3. Code Amendment. Chapter 8.32 (Miscellaneous Offenses) of Title 8 (Health, Safety and Welfare) of Part I (Municipal Code) of the Brea City Code is amended by adding a new Section 8.32.110 to read as follows:

"**8.32.110 PUBLIC NUDITY.**

A. Prohibition. No person shall appear, bathe, sunbathe, walk or be in or upon any public park, parking lot or structure, playground, sidewalk, or any other public property or public right-of-way in such manner as to knowingly and intentionally:

1. Expose his or her genitals, pubic hair, natal cleft, perineum, anal region, or pubic hair region.

2. Expose the nipple and/or areola of the female breast except as necessary while engaging in the breast feeding of an infant under the age of two years old.

3. Expose any device, costume, or covering which gives the appearance of or simulates the genitals, pubic hair, natal cleft, perineum, anal region, nipple, and/or areola of the female breast or pubic hair region.

B. Exception. This section shall not apply to children under the age of ten years."

SECTION 4. Code Amendment. Chapter 8.32 (Miscellaneous Offenses) of Title 8 (Health, Safety and Welfare) of Part I (Municipal Code) of the Brea City Code is amended by adding a new Section 8.32.120 to read as follows:

"**8.32.120 CURFEW — CIVIC AND CULTURAL CENTER / DOWNTOWN PUBLIC PLAZAS.**

A. Prohibition. No person shall remain in or upon the Civic and Cultural Center, or in or upon a downtown public plaza, between the hours of 2:00 a.m. and 6:00 a.m.

B. Exceptions.

1. It is not a violation of this section for a person to traverse the Civic and Cultural Center or a downtown public plaza without stopping.

2. It is not a violation of this section for a person to be present in a downtown public plaza while lawfully working in connection with an area business.

C. Definitions. For purposes of this section, the following definitions apply.

1. "Civic and Cultural Center" means the Civic and Cultural Center campus located at 1 Civic Center Circle, Brea, California, 92821. Civic and Cultural Center includes landscaped areas, parking facilities, plaza areas, and structures.

2. "Downtown public plaza" means a sidewalk or other open public area that is owned or controlled by the city and that is located in the Brea Downtown Newsrack District specified in Section 12.24.020 of this code. A map of the Brea Downtown Newsrack District is attached to the ordinance enacting this section and is on file with the city clerk."

SECTION 5. Brea Downtown Newsrack District Map. The City Clerk shall maintain

on file the Brea Downtown Newsrack District Map set forth in the attached Exhibit A.

SECTION 6. CEQA. The City Council finds and determines that adoption of this Ordinance is exempt from California Environmental Quality Act review pursuant to statutory and categorical exemptions including California Code of Regulations Title 14, Section 15061(b)(3).

SECTION 7. Severability. If any section, subsection, 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 declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase, or portion thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions be declared invalid or unconstitutional.

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

APPROVED AND ADOPTED this __ day of _____, 2025.

_____
Blair Stewart, Mayor

ATTEST: _____
Lillian Harris-Neal, City Clerk

_____, 2025
ORD. ____

EXHIBIT A
Downtown Newsrack District Map

(attached)

I, Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing Ordinance was introduced at a regular meeting of the City Council of the City of Brea held on the ___ day of _____, 2025, and was finally passed at a regular meeting of the City Council of the City of Brea held on the ____ day of _____, 2025, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

DATED: _____, 2025

_____
Lillian Harris-Neal, City Clerk

BREA CITY CODE CHAPTER 8.32 UPDATE

Text to be added shown in *italics*
Text to be deleted shown in ~~strike-through~~

CHAPTER 8.32: MISCELLANEOUS OFFENSES

§ 8.32.100 ~~CONSUMPTION OF~~ ALCOHOLIC BEVERAGES ~~PROHIBITED IN OR UPON CITY-OWNED PARKING STRUCTURES AND LOTS~~.

A. *Prohibition.* It is unlawful and an infraction for any person to consume any alcoholic beverage, or to possess any can, bottle or other receptacle containing any alcoholic beverage that has been opened, or a seal broken, or the contents of which have been partially removed, while in or upon any *public park,* parking *lot or* structure*, playground, restroom, sidewalk, street or alley,* or ~~parking lot owned by the city~~ *any other public property or public right-of-way*.

B. *Exception.* This section does not apply where such possession or consumption occurs within a city-owned area for which a license permitting on-site sales and consumption of alcohol has been issued, or where such possession or consumption occurs in connection with an event that is sponsored, operated or authorized by the city, provided the alcoholic beverage being consumed is expressly permitted by the city to be provided as part of such event.

C. *Penalty.* Any person, firm, partnership or corporation violating any provision of this section, or failing to comply with any of the requirements thereof, is guilty of an infraction, and upon conviction thereof, shall be punished by a fine not exceeding one hundred dollars ($100) for a first violation; by a fine not exceeding two hundred dollars ($200) for a second violation of the same provision within one (1) year; and by a fine not exceeding five hundred dollars ($500) for each additional violation of the same provision within one (1) year.

§ 8.32.110 PUBLIC NUDITY.

A. Prohibition. No person shall appear, bathe, sunbathe, walk or be in or upon any public park, parking lot or structure, playground, sidewalk, or any other public property or public right-of-way in such manner as to knowingly and intentionally:

1. Expose his or her genitals, pubic hair, natal cleft, perineum, anal region, or pubic hair region.

2. Expose the nipple and/or areola of the female breast except as necessary while engaging in the breast feeding of an infant under the age of two years old.

3. Expose any device, costume, or covering which gives the appearance of or simulates the genitals, pubic hair, natal cleft, perineum, anal region, nipple, and/or areola of the female breast or pubic hair region.

B. Exception. This section shall not apply to children under the age of ten years.

§ 8.32.120 CURFEW — CIVIC AND CULTURAL CENTER / DOWNTOWN PUBLIC PLAZAS.

A. Prohibition. No person shall remain in or upon the Civic and Cultural Center, or in or upon a downtown public plaza, between the hours of 2:00 a.m. and 6:00 a.m.

B. Exceptions.

1. It is not a violation of this section for a person to traverse the Civic and Cultural Center or a downtown public plaza without stopping.

2. It is not a violation of this section for a person to be present in a downtown public plaza while lawfully working in connection with an area business.

C. Definitions. For purposes of this section, the following definitions apply.

1. "Civic and Cultural Center" means the Civic and Cultural Center campus located at 1 Civic Center Circle, Brea, California, 92821. Civic and Cultural Center includes landscaped areas, parking facilities, plaza areas, and structures.

2. "Downtown public plaza" means a sidewalk or other open public area that is owned or controlled by the city and that is located in the Brea Downtown Newsrack District specified in Section 12.24.020 of this code. A map of the Brea Downtown Newsrack District is attached to the ordinance enacting this section and is on file with the city clerk.

Downtown Brea

CITY of BREA



CITY of BREA

City Council Regular Meeting
Communication
July 15, 2025
Item No. 4C.

Approval of Fiscal Year 2025-26 Property Tax Rate to Fund the City's Paramedic Program

TO	PREPARED BY
Honorable Mayor and City Council Members	Alicia Brenner, Budget Manager
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Monica Lo, Administrative Services Director	Kristin Griffith, City Manager

RECOMMENDATION

Adopt Resolution No. 2025-053, establishing the tax rate on taxable property within the City of Brea for the Fiscal Year 2025-26 necessary to maintain a mobile intensive care program, known as paramedics, within the City of Brea and certifying this rate of taxation to the Orange County Auditor-Controller.

BACKGROUND/DISCUSSION

At the March 7, 1978, general municipal election, the qualified electors of the City, by and through the City Council, approved the levy of an annual property tax rate to fund the City's Paramedic Program. This annual property tax was not to exceed $0.20 per $100 of Assessed Value (25% of market value) per year. Beginning in 1981, the County of Orange implemented a policy change concerning Assessed Value. The tax roll is now reported at "Full Taxable Value" rather than Assessed Value.

For Fiscal Year 1981-82, the property valuation was increased to Full Taxable Value for property tax purposes. Therefore, the tax rate needed to be decreased in order for the actual amount of taxes paid by the property owner to remain unchanged. According to Resolution 1981-72, a tax rate of $0.045 per $100 of Full Taxable Value is equivalent to a tax rate of $0.18 per $100.00 of Assessed Value based on the previous method.

State law prohibits the City Council from increasing the paramedic levy above the voter-authorized level. The tax rate of $0.045 per $100 of Full Taxable Value is less than the voter-authorized maximum tax rate. Additionally, it is noted that the passage of Proposition 218 by the voters in November 1996 had no impact on the City's ability to levy the annual Paramedic Tax, as the tax was voter-approved in 1978.

Each fiscal year, the City Council adopts a resolution approving the rate of tax upon taxable property within the City of Brea. This tax rate is required to be approved by the City Council and submitted to the Orange County Auditor-Controller's Office no later than August 10, 2025 allowing the County to apply the rate of taxation to the City's property tax roll to maintain the Paramedic Program.

Since its inception in 1979, the Brea Fire Services Department Paramedic Program has grown considerably from the days when the paramedics responded to calls in an old red van. Currently, the paramedics utilize a modern paramedic engine company configuration. The original program that began in Fiscal Year 1978-79 had a budget of $200,000 and was fully funded by revenues generated from the paramedic tax. While the actual tax rate has remained constant over the past 46 years, additional revenue has been generated from increases in the property values. Meanwhile, direct expenditures have increased as the program has been greatly enhanced, as outlined below, and as the City's population and service demands have increased.

About the Paramedic Program

A "Paramedic Engine Company" providing Emergency Medical Service (EMS) delivery is currently the most common staffing configuration in operation locally and regionally. This configuration provides for Advanced Life Support capability within its firefighting and emergency response resources without compromising either service. The City's paramedic units, Brea Engine Company #1, Truck Company #2 and Engine Company #3, are complete units that respond to both fires and medical emergencies. In addition, resources necessary to provide functional support, such as extrication of patients and fire protection during traffic emergencies, are available at the scene with the paramedic unit.

The program started in Fiscal Year 1978-79 with seven certified paramedics. The Brea Fire Services Department currently carries a complement of 24 certified paramedics and one Emergency Medical Services Manager. This allocation level meets the staffing requirement of the Orange County EMS Agency while providing for uninterrupted deployment of paramedics during leave, training and emergency conditions. Just as the nature of emergencies has changed, so has the required paramedic skill level. Paramedics are being delegated greater responsibility in the field as emergency room medicine is continually being evaluated and streamlined. Paramedic staff receive continuous in-service training on a myriad of topics, including: trauma medicine; air and blood-borne pathogens; environmental emergencies; pediatric medicine, including sudden death syndrome; swift water rescue and mass casualty management.

Field techniques have improved greatly since the program began with treatment advances in the areas of Adult Intubation (airway management requiring insertion of appliances into the trachea), cervical-spine treatments and neurological protection, improved treatment for burn victims and the AED program (cardiac defibrillation), which is in service on all responding Brea units.

Paramedic Response History

Calendar Year	**2020**	**2021**	**2022**	**2023**	**2024**
Total Emergency Medical Calls (1)	3,660	4,079	4,341	4,171	4,633
Total Calls for Service from Fire Department (1)	4,823	5,145	5,396	5,204	5,663
Percent of Total	75.9%	79.3%	80.4%	80.1%	81.8%
(1) Data updated to include all call data reported from the Metro Cities Fire Authority Metro Net Communications Report. Total Calls for Service includes false alarm responses.					

FISCAL IMPACT/SUMMARY

Paramedic tax revenue is accounted for in the Paramedic Services Fund (Fund 174) separate from the City's General Fund. This fund was established to account for revenues generated from the paramedic tax and other revenues, as well as costs associated with the Brea Paramedic Program. This includes personnel costs for 24 full-time paramedic positions, one EMS Manager position and related costs to operate the program.

The proposed paramedic tax rate is $0.045 per $100 of Full Taxable Valuation. Based on an estimated Full Taxable Valuation (secured and unsecured value) of $12.942 billion, the estimated tax levy is $5.824 million.

The former Brea Redevelopment Agency (RDA), which was established in 1971, impacts the flow of paramedic tax revenues to the City. Property owners within the RDA project area pay the same property rate as if they were outside the RDA project area (non-RDA area properties). Paramedic tax for properties outside the RDA project area are remitted to the County and flow directly back to the City. However, under state law, property tax revenue (including the Paramedic Tax) remitted by property owners within the Redevelopment Project Areas go to the County and are first allocated to the Redevelopment Agency.

In 2012, Redevelopment Agencies were dissolved and Successor Agencies were established to pay off the remaining obligations for the former redevelopment agencies. As in all California cities, Brea's property taxes (including Paramedic Tax) remitted from properties in the project areas, are now allocated to Redevelopment Property Tax Trust Fund (RPTTF) and the portion needed to pay off the obligations for that fiscal year is forwarded to the Successor Agency. The remaining portion of the Paramedic Tax revenues allocated to the RPTTF are passed back to the City.

As the Successor Agency continues to pay down the obligations of the former Redevelopment Agency, the Paramedic Tax revenues that were previously directed to the RDA and now the Successor Agency are gradually returning to the City for paramedic service sooner than they otherwise would have been.

The estimated paramedic tax levy, net of the amount retained by the Successor Agency, is projected to generate $5,824,314 to the City of Brea in Fiscal Year 2025-26. The revenue collected will cover approximately 59.5% of the $9,782,816 of estimated program costs for the Paramedic Services Program (2222).

The difference is to be funded from the City's General Fund and ambulance billing revenue in the amount of $3,411,678 and from other revenue sources in the amount of $546,824. Other sources includes funding from the City’s four public service Community Facilities Districts (CFDs) in the amount of $306,964 which offsets 3.1% of the Paramedic Services Program. The public service CFDs include the following developments: Blackstone (CFD 2008-01), La Floresta (CFD 2011-01), Summerwind/Taylor Morrison (CFD 2013-01) and Central Park Village (CFD 2013-02). Since new development increases service demands, these public service CFDs were established to support increased service demands and currently funds a portion of the Paramedic Services Program above the total Paramedic Tax revenue amount.

Attachments

FY 25-26 Paramedic Tax Resolution.pdf

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA FIXING THE RATE OF TAX UPON THE TAXABLE PROPERTY WITHIN THE CITY OF BREA FOR THE FISCAL YEAR 2025-26 NECESSARY TO MAINTAIN A MOBILE INTENSIVE CARE PROGRAM KNOWN AS PARAMEDICS WITHIN THE AREA OF THE CITY OF BREA AND CERTIFYING SAID RATE OF TAXATION TO THE ORANGE COUNTY AUDITOR-CONTROLLER

A. RECITALS:

(i) During the General Municipal Election held March 7, 1978, the qualified electors of the City of Brea authorized the City, by and through the Council, to levy a property tax rate not exceed $0.20 per $100 of Assessed Valuation in addition to its maximum property tax rate established pursuant to Division 1, Part 4, Chapter 2 of the California Revenue and Taxation Code for the specific purpose of establishing and maintaining a mobile intensive care program known as Paramedics within the area of the City of Brea (said "Paramedic Program" hereafter).

(ii) In Fiscal Year 1981-82, the County of Orange implemented a policy concerning Assessed Value. The tax roll is now reported at "Full Taxable Value" rather than Assessed Value. This change resulted in $0.045 per $100 Full Taxable Value as the tax levy for the Paramedic Program in years 1981-82 through 2025-26.

(iii) Information and evidence presented to this Council indicated that it would be necessary to expend a sum of approximately $9,782,816 during the Fiscal Year 2025-26 in order to maintain the Paramedic Program (2222) exclusive of ambulance services within the area of the City of Brea.

(iv) The revenue to be generated for Fiscal Year 2025-26 based on the tax levy of $0.045 per $100 of Full Taxable Value of the property within the City of Brea, exclusive of the revenue generated from the valuation within the Brea Community Redevelopment

Project areas and required to be allocated to the Successor Agency has been estimated to be $5,824,314.

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

B. RESOLUTION:

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

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

2. There is hereby fixed and levied that the total rate of taxation of $0.045 per $100 of Full Taxable Value of all taxable property within the City of Brea, said taxation to be utilized to maintain a mobile intensive program known as the Paramedic Program within the area of Brea for the Fiscal Year 2025-26 and this Council hereby certifies said rate of taxation for that specified purpose to the Auditor-Controller of the County of Orange.

3. The City Clerk shall certify to the adoption of this Resolution and file with the Orange County Auditor-Controller, a certified copy hereof, on or before August 10, 2025.

APPROVED AND ADOPTED on this 15th day of July, 2025.

_____
Mayor

ATTEST: _____
City Clerk

I, Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Brea, held on the 15th day of July, 2025, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

DATED: _____

_____
City Clerk

CITY of BREA

City Council Regular Meeting
Communication
July 15, 2025
Item No. 4D.

City of Brea Sewer System Management Plan Update 2025

TO	PREPARED BY
Honorable Mayor and City Council Members	Rudy Correa, Public Works Utilities Manager
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Michael Ho, Public Works Director	Kristin Griffith, City Manager

RECOMMENDATION

Approve the City of Brea 2025 Sewer System Management Plan Update.

BACKGROUND/DISCUSSION

On April 26, 2002, the Santa Ana Regional Water Quality Control Board (RWQCB) issued Board Order (Order) No. R8-2002-0014, which prohibited the discharge of untreated sewage to any surface water, storm, or drainage system. This Order included numerous provisions, including the requirement for every agency to prepare a Sewer System Management Plan (SSMP) to address all the Order's requirements by September 30, 2005.

On May 2, 2006, the State Water Regional Control Board (SWRCB) adopted Order No. 2006-0003 (General Order), Statewide General Waste Discharge Requirements (WDRs) for Sanitary Sewer Systems. This General Order required the owner of a wastewater collection system, with more than one mile of pipeline, have in place a Sewer System Management Program (SSMP) to comply with the terms of the General Order, to reduce the quantity and severity of Sanitary Sewer Overflows (SSOs), audit the program every two years, and revise and/or update the SSMP every five years.

On February 20, 2008, the State Water Board's Executive Director adopted Order No. 2008-0002-EXEC, a revised Monitoring and Reporting Program (MRP) for the WDRs, to rectify early notification deficiencies and ensure that first responders are notified promptly of SSOs discharged into the waters of the state.

On September 9, 2013, the State Water Board Executive Director adopted Order No. 2013-0058-EXEC which amended the MRP of Order No. 2006-0003 by adding a third sanitary spill category - Category 3 SSO, implementing sampling requirements within 48 hours, requiring a technical report be submitted within 45 days (for Category 1 SSO in which 50,000 gallons or greater spilled to surface waters), and new record keeping requirements.

On December 6, 2022, the State Water Board adopted General Order WQ 2022-0103-DWQ, which supersedes the previous State Water Resources Control Board Order 2006-0003.DWQ and amendments thereafter. This Order became effective on June 5, 2023, and noted that all sections and attachments of the General Order are enforceable by the State Water Board and Regional Water Quality Control Boards (Regional Water Boards). The Order requires the enrollees to conduct audits every three years and revise and/or update the SSMP every six years. Additionally, changes in the recent Order include the following terminology updates: Sanitary Sewer Overflows are now referred to as Sewer Spills, Fats, Oils, and Grease (FOG) referred as Sewer Pipe Blockage Control Program, and the Sanitary Sewer Overflow Emergency Response Plan (SSOERP) referred as Spill Emergency Response Plan (SERP).

The required audit, certified, and submitted to the SRWQCB via CIWQS, the online SSO Database, by the due date of August 2, 2024. The staff conducted the last audit in November 2016.

Additionally, to remain in compliance with the General Order, the City's SSMP must be updated and certified by August 2, 2025, and every six years thereafter. The updated SSMP must contain any significant program changes and be re-certified by the City Council. Once approved and re-certified by City Council, to complete the certification process, City staff must upload the updated SSMP into CIWQS.

This SSMP update includes documentation of the City's system-specific plans and programs for operating, maintaining, and managing its wastewater collection system. Additionally, the SSMP includes information demonstrating the City's efforts to comply with each of the mandatory and applicable elements. The organization of the document is consistent with the guidelines and includes the following eleven mandatory WDR elements:

1. Sewer System Management Plan Goal and Introduction
2. Organization
3. Legal Authority
4. Operation and Maintenance
5. Design and Performance Provisions
6. Spill Emergency Response Plan
7. Sewer Pipe Blockage Control Program
8. System Evaluation, Capacity Assurance, and Capital Improvements
9. Monitoring, Measurement, and Program Modifications
10. Internal Audits
11. Communication Program

FISCAL IMPACT/SUMMARY

The 2025 SSMP update utilized the Sewer Fund (Fund 430); therefore, there was no impact on the General Fund.

The latest General Order WQ 2022-0103-DWQ requires public entities that own and operate sanitary sewer systems more than one mile in length to update and certify the Sewer System Management Plan (SSMP) by August 2, 2025. The approval of the 2025 SSMP update will ensure the City's compliance with current state requirements. City staff, with assistance from The Ardurra Group Inc., have completed the required SSMP update and are requesting City Council approve the 2025 SSMP update.

Attachments

2025 Sewer System Management Plan Update.pdf

CITY OF BREA
SEWER SYSTEM MANAGEMENT PLAN

Prepared for:

City of Brea
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Brea, CA 92821

Prepared By:

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Sewer System Management Plan Revision Log

The Sewer System Management Revision Log has been prepared to summarize pending revisions to the City of Brea System Management Plan, last updated in April 2025.

Chapter Revised	Revision Date	Description of Revisions	By:

Acknowledgements

The City of Brea would like to acknowledge the following individuals for their outstanding efforts and contributions, which resulted in the creation of this document. The comprehensive plans included herein reflect the City's on-going commitment to the effective and efficient operation, maintenance and management of its wastewater collection system and achieving the City's goals and objectives.

City Management and Authority:

Mayor	Blair Stewart
Mayor Pro Tem	Cecilia Hupp
Members of the City Council	Christine Marick Marty Simonoff Steven Vargas
City Manager City Attorney	Kristin Griffith
Public Works Director	Michael Ho
City Engineer	Ryan Chapman

Abbreviations/Acronyms

American Public Works Association (APWA)—Non-profit professional association of public works agencies.

Authorized Representative—Pursuant to General Order 2006-0003 of the State Water Resources Control Board, each City that owns and operates a sanitary sewer system must designate an individual to be responsible for completing the certification portion in the Online Sanitary Sewer Overflow (SSO) Database Questionnaire following a SSO event. The Authorized Representative also certifies any updates to the City's Sewer System Management Plan prior to submittal to the State Water Resources Control Board.

Best Available Technology (BAT)—Practices and tools to limit pollution discharges.

Best Management Practice (BMP)—Synonym for Best Available Technology.

Brea Municipal Code (BMC)—City laws and ordinances, some of which pertain to the operation and use of the City's sewer system.

Computer Aided Design Drafting (CADD)—Use of a computer application to create technical drawings or plans.

California Occupation, Safety and Health Administration (CAL-OSHA)—Agency dedicated to protect workers from health and safety hazards associated with their work.

Capital Improvement Plan or Program (CIP)—Planning document prepared by Cities or public agencies to identify needed infrastructure improvements and funding sources.

Category 1 SSO—A discharge of any volume of untreated or partially treated wastewater from a sewer that reaches surface water or a Municipal Storm Sewer System (MS4) and is not fully captured and returned to the sanitary sewer system.

Category 2 SSO—A discharge of 1000 gallons or greater of untreated or partially treated wastewater from a sewer that does not reach surface water or a Municipal Storm Sewer System (MS4) or if the entire SSO discharged to the storm drain is recovered and disposed of properly.

Category 3 SSO—All other discharges of untreated or partially treater wastewater resulting from a sanitary sewer failure or flow condition.

Category 4 SSO - A spill of less than 50 gallons, from or caused by a sanitary sewer system that does not discharge to a surface water or that spills out of a lateral but is caused by a failure or blockage in the main lines of the sanitary sewer system.

California Integrated Water Quality System (CIWQS)—Computer system used by the State and Regional Water Quality Control Boards to track information about places of environmental interest, manage permits and other orders, track inspections, and manage violations and enforcement activities.

Closed-Circuit Television (CCTV)—remotely-controlled driver-controlled camera capable of producing video of the inside of sewer pipes.

Cured-In-Place Pipe (CIPP)—One pipe rehabilitation technique in which a new pipe lining is pulled into the pipe from the surface and then expanded and cured in place. Most of the work is accomplished from the surface resulting in minimal trenching.

Clean Water Act (CWA) - The foundational federal law in the United States governing water pollution.

California Water Environment Association (CWEA) – The organization that supports and empowers professionals in the wastewater industry across California and offers technical certification programs for wastewater professionals.

California Integrated Water Quality System (CIWQS) - A web-based system used by the State and regional Waer Quality Control Boards to track information for reporting and managing water quality data in California.

Department of Public Works (DPW)—City department dedicated to maintaining and improving public assets.

Enrollee—A public entity having legal authority over the operation and maintenance of, or capital improvements for a sanitary sewer system greater than one mile in length.

An Enrollee is a public, private, or other non-governmental entity that has obtained approval for regulatory coverage under this General Order, including:

- A state agency, municipality, special district, or other public entity that owns and/or operates one or more sanitary sewer systems:
  - greater than one (1) mile in length (each individual sanitary sewer system):
  - one (1) mile or less in length where the State Water Board or a Regional Water Board requires regulatory coverage under this Order; or
- A federal agency, private company, or other non-governmental entity that owns and/or operates a sanitary sewer system of any size where the State Water Board or a Regional Water Board requires regulatory coverage under this Order in response to a history of spills, proximity to surface water, or other factors supporting regulatory coverage.

Environmental Protection Agency (EPA) - Federal agency responsible for protecting human health and the environment.

Fats, Oils, and Grease (FOG)—Substances commonly produced by kitchens or restaurants that can solidify and cause blockages within the sewer system.

Food Service Establishments (FSE)—Any building, vehicle, place, or structure, or any room or division in a building, vehicle, place, or structure where food is prepared, served, or sold for immediate consumption on or in the vicinity of the premises.

Geographical Information System (GIS)—Computer system designed to depict, store, manipulate, analyze, manage, and present all types of spatial or geographical data.

High Frequency Maintenance Locations (HFMLs)—Location with frequent maintenance issues such as buildup of debris, root intrusion, FOG accumulation, or other operational deficiencies.

Infiltration/Inflow (I/I)—Flow of groundwater or stormwater into the sewer system during a storm event or due to openings in sewer facilities

Lateral (House Connection Sewer)—Portion of sewer that connects a structure (residence or business) with the main sewer line in the street, alley or easement.

Legally Responsible Official (LRO) – Legally Responsible Official

Maintenance Management System (MMS)—Systems and processes to manage maintenance tasks. Many organizations maintain a computer database for maintenance operations.

Municipal Separate Storm Sewer System (MS4) – A stormwater conveyance system that discharges to US waters and is regulated through the NPDES program.

National Association of Sewer Service Companies (NASSCO)—Industry resource for specification guidelines, industry practices, and inspector training.

National Pollutant Discharge Elimination System (NPDES) - A key program under the Clean Water Act to control water pollution by regulating point sources that discharge pollutants into the waters of the United States.

Office of Emergency Services (OES)—Agency responsible for overseeing and coordinating emergency preparedness, response, recovery and homeland security activities within the state.

Operation and Maintenance (O&M) – Activities critical to managing wastewater collection systems to keep systems, facilities, or infrastructure functioning efficiently, safely, and reliably.

Orange County Sanitation District (OCSD)—Agency that operates sewer trunk lines and sewer treatment facilities for Cities in the County of Orange.

Pipeline Assessment and Certification Program (PACP) – Standardized training and certification program developed by NASSCO designed to ensure consistent, accurate, and reliable assessment of gravity sewer pipelines.

Plumbing Code (PC)—Subset of the building code. Establishes standards for plumbing components within structures.

Private Lateral Sewer Discharge (PLSD)—Discharges of untreated or partially treated wastewater resulting from blockages or other problems within a privately owned sewer lateral connected to the City's sanitary sewer system.

Publicly Owned Sanitary Sewer System—Collection of sewer mainline pipes, laterals, and wastewater pumps that convey wastewater from source points to a municipal wastewater treatment plant. These systems are typically owned and operated by a public agency such as a city or sanitation agency, or a Special District.

Regional Water Quality Control Board (RWQCB)—Makes critical water quality decisions for its region, including setting standards, issuing waste discharge requirements, determining compliance with those requirements, and taking appropriate enforcement actions. The City of Brea is within Region 8.

Santa Ana Region Basin Plan—Last updated February 2008. Establishes water quality standards for the ground and surface waters of the region.

Sewer Maintenance Zones (SMZ)—Subarea of a larger sewer system that is used when referencing and scheduling maintenance operations.

Sewer System Management Plan (SSMP)—Document that describes the activities an agency uses to manage its wastewater collection system efficiently.

Sanitary Sewer Overflows (SSO)—Overflow of untreated or partially treated wastewater due to inadequate system capacity or blockage in the system.

Sewer Emergency Response Plan (SERP) – The City's document used by the wastewater department utilities to prepare for, respond to, and recover from sewer system emergencies—such as overflows, blockages, equipment failures, or natural disasters.

State Water Resources Control Board (SWRCB)—The mission of SWRCB is to ensure the highest reasonable quality for waters of the State, while allocating those waters to achieve the optimum balance of beneficial uses. The joint authority of water allocation and water quality protection enables the Water Board to provide comprehensive protection for California's waters. The SWRCB oversees the operations of the Regional Water Quality Control Boards to ensure that their activities are in line with the SWRCB's objective.

Waste Discharge Requirements (WDRs)— Permits issued by the California State Water Resources Control Board and its Regional Water Quality Control Boards to regulate the discharge of waste that could affect the quality of the state's surface water or groundwater.

Waters of the United States—(paraphrased from 33 CFR Part 328) – All waters that are used, were used, or may be used in interstate or foreign commerce, including those subject to the ebb and flow of the tide; including interstate wetlands; all other waters such as intrastate lakes, rivers, streams (including intermittent streams), adjacent wetlands, impoundments of water, etc., the use, degradation or destruction of which could affect interstate or foreign commerce; tributaries of waters so identified; the territorial seas; and all waters within the 100-year floodplain of the preceding water bodies.

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City Of Brea Sewer System Management Plan Certification

I certify as the Legally Responsible Official and Superintendent for the City of Brea and under penalty of law that this document and all attachments were prepared under my direct supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted.

Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information is, to the best of my knowledge and belief, true, accurate, and complete and complies with the and in compliance with the State Water Resources Control Board Order No. 2022-0103-DWQ.

Matthew Matlock, Utilities Supervisor

7-2-2025

Date

Introduction

On May 2, 2006, the State Water Regional Control Board (SWRCB) adopted Order No. 2006- 0003 (Order or General Order), Statewide General Waste Discharge Requirements (WDRs) for Sanitary Sewer Systems. This Order required that the owner of a wastewater collection system with more than one (1) mile of pipeline have in place a Sewer System Management Program (SSMP) to comply with the terms of the Order, which was intended to reduce the quantity and severity of Sanitary Sewer Overflows (SSOs), to audit the program every two (2) years, and revise and/or update the SSMP every five (5) years.

On February 20, 2008, the State Water Board Executive Director adopted Order No. 2008-0002-EXEC, a revised Monitoring and Reporting Program (MRP) for the WDRs to rectify early notification deficiencies and ensure that first responders are notified in a timely manner of SSOs discharged into waters of the state. On September 9, 2013, the State Water Board Executive Director adopted Order No. 2013-0058-EXEC which amended the MRP of Order No. 2006-0003 by adding a third sanitary spill category - Category 3 SSO, sampling requirements within 48 hours, that a technical report be submitted within 45 days (for Category 1 SSO in which 50,000 gallons or greater are spilled to surface waters), and new record keeping requirements.

On December 6, 2022, the State Water Board adopted General Order WQ 2022-0103-DWQ which supersedes the previous State Water Resources Control Board Order 2006-0003.DWQ and amendments thereafter. The Order became effective on June 5, 2023 and noted that all sections and attachments of the General Order are enforceable by the State Water Board and Regional Water Quality Control Boards (Regional Water Boards). A copy of Order WQ 2022-0103-DWQ is included in Appendix A for reference. Through the General Order, the State Water Board requires an Enrollee to:

- Comply with federal and state prohibitions of discharge of sewage to waters of the State, including federal waters of the United States;
- Comply with specifications, notifications, monitoring, reporting and recordkeeping requirements in the General Order that implement the federal Clean Water Act, the California Water Code (Code), water quality control plans and policies
- Proactively operate and maintain resilient sanitary sewer systems to prevent spills;
- Eliminate discharges of sewage to waters of the State through effective implementation of Sewer System Management Plan
- Monitor, track, and analyze spills for ongoing system specific performance improvements; and
- Report noncompliance with this General Order per reporting requirements.

This SSMP, prepared by the City in compliance with the requirements of the Order, includes documentation of the City's system specific plans and programs to operate, maintain, and manage its wastewater collection system to achieve:

- Minimizing the frequency and impact of sanitary sewer overflows (SSOs);
- Effectively and efficiently mitigating the impacts of SSOs should they occur;
- Providing adequate sewer capacity to convey peak flows;

- Maintaining and improving the condition of the collection system infrastructure to provide continual reliable service; and
- Engaging and educating the public regarding programs and issues related to the wastewater collection system.

Background

The California Regional Water Quality Control Board, Santa Ana Region (RWQCB-SA) required the preparation of a SSMP, as included in Provision 11 of Order No. R8-2002-0014, General Water Discharge Requirements for Sewage Collection Agencies in Orange County within the Santa Ana Region. The RWQCB-SA adopted its general waste discharge requirements in April 2002, which was over four (4) years prior to the statewide order adoption. Order R8-2002-0014 was critical in the development of the statewide Order 2006-0003. While the general requirements of Order 2006-0003 and R8-2002-0014 are similar, the regulations contain differences in its organization and wording.

The City certified its regional SSMP in September 2005, in accordance with the RWQCB-SA Order No. R8-2002-0014. Updates were made in 2009 and 2016 to comply with the requirements of the State Water Resources Control Board (SWRCB) Order 2006-0003.

A principal element of the Order is the requirement to develop and adopt a Sewer System Management Plan (SSMP) which is intended to be a living planning document that includes the formal documentation of ongoing management activities and procedures pertinent to the wastewater collection system. The SSMP is to serve as a planning document to facilitate implementation of proactive measures required to address short-term and long-term system resilience. To ensure the SSMP is regularly evaluated for compliance with the Order and that enrollees regularly evaluate the efficiency and effectiveness of the SSMP, the SWRCB requires that regular audits of the system specific SSMP be conducted and that findings be recorded. Findings are to include identified deficiencies in the SSMP and / or required updates to the various programs, as applicable, that will serve to improve the management of the wastewater collection system.

Per General Order WQ 2022-0103-DWQ, internal audits must be performed every three (3) years with the audit report maintained on file. The City completed the SSMP Audit by the required due date of August 2, 2024. Subsequently, the SSMP must be updated every six (6) years, must contain any significant program changes, and be re-certified by the City's Council.

Purpose

The City recognizes the importance of preventing sewage spills for the mutual protection of our surface waters and the overall environment to safeguard public health and safety. Therefore, in a proactive approach to achieve Order compliance, the City is updating its SSMP. This SSMP is designed to assure continuous improvement of system performance, response, monitoring, data recording, and documentation for future system assessments. The completeness and practicality of the SSMP is a critical component for the City's long-range plans to comply with all applicable regional, State, and Federal requirements under the CWA, the Santa Ana Regional Water Quality Control Board (SARWQCB) and the Order. This SSMP includes a summary of the processes and procedures implemented by the City to comply with the requirements imposed

by the Order and other governing agencies. Additionally, it includes references to specific details of the activities and procedures that personnel follow to implement the various programs encompassed in its overall efforts to efficiently manage, operate, and maintain its sanitary sewer system and facilitate the reduction and potential elimination of Sanitary Sewer Overflows.

SSMP Elements and Organization

This SSMP includes information demonstrating the City's efforts to comply with each of the mandatory and applicable elements required for its SSMP. The organization of this document is consistent with the SWRCB guidelines and includes the following eleven (11) mandatory WDR elements.

This document includes the findings of the audit and reflects the requirements included in Attachment D of Order 2022-0103-DWQ for each of the eleven (11) elements including:

I. Sewer System Management Plan Goal and Introduction
II. Organization
III. Legal Authority
IV. Operation and Maintenance
V. Design and Performance Provisions
VI. Spill Emergency Response Plan
VII. Sewer Pipe Blockage Control program
VIII. System Evaluation, Capacity Assurance and Capital Improvements
IX. Monitoring, Measurement and Program Modifications
X. Internal Audits
XI. Communication Program

Chapter 1: Sewer System Management Plan Goal and Introduction

1.1 Sewer System Management Plan Goal and Introduction

The Order requires that the plan is to include a plan and schedule to (1) properly manage, operate, and maintain all parts of the City's sanitary sewer system(s), (2) reduce and prevent spills, and (3) contain and mitigate spills that do occur. The SSMP should include a comprehensive plan and schedule that will serve to:

- *Properly manage, operate, and maintain all parts of the sanitary sewer system,*
- *Reduce and prevent spills, and*
- *Contain and mitigate spills that may occur.*

The introduction of the document is to include:

- *A general description of the sewer system management program and the implementation of the SSMP activities, and as applicable, necessary updates,*
- *An overview of the service area and assets owned and maintained by the City,*
- *A schedule that reflects planned updates to the SSMP, including conducting internal audits and the any milestones for incorporating activities to address the prevention of spills,*
- *An updated map of the sanitary sewer system or reference.*

The following sections include a general overview of the City's service area, a summary of its wastewater collection system, and description of the City's sewer system management program including a schedule for program updates and conducting internal audits.

1.2 Regulatory Context

The City completed its Sanitary Sewer Master Plan (Master Plan) in November 2021 which includes a brief description of the City's service area and existing infrastructure. Chapter 4, Existing System, includes a summary of the City's assets including the length of gravity sewer by pipe size, material, and decade constructed. Also included in an updated map of the sanitary sewer system. A copy of Figure 4-1 from the Master Plan is included in Attachment A for reference. Also included is a map of the City's storm drain system. It is recommended that information prepared as part of the Master Plan be incorporated, where applicable, into the SSMP update.

1.3 Sewer System Asset Overview

The City completed its Master Plan Update in November 2020 which includes a general description of the City's service area and assets including gravity sewers, siphons, force mains, and lift stations. The following is a brief description of the City owned assets and service area based on information include in the City's current Sewer Master Plan. Figure 4-1, Existing System, from the Sewer Master Plan, is included in Appendix B and illustrates the City's existing collection system including lift stations, force mains, and gravity mains. Also included in Appendix B is a copy of Appendix C, from the City's Master Plan of Drainage, illustrating the City's existing storm drain system.

Location

The City of Brea (City) is located in the northeast corner of Orange County, adjacent Los Angeles and San Bernardino Counties. The City proper encompasses 12.4 square miles of residential, commercial, industrial, as well as some agricultural and oil producing land. The City is situated at the foot of the Puente Hills to the north, which forms a physical barrier between Orange County and Los Angeles County. Neighboring cities include La Habra and Fullerton to the west, Fullerton and Placentia to the south, and Yorba Linda to the southeast.

Service Area Boundary

The Orange Freeway (SR-57) bisects the City north to south, providing easy access to the Riverside Freeway (SR-91) to the south, and the Pomona Freeway (SR-60) and San Bernardino Freeway (I-10) to the north. The major roads within the City include Imperial Highway (SR-90), Central Avenue/State College Boulevard, Brea Boulevard, and Carbon Canyon Road (SR-142).

Population and Community

Since its incorporation in 1917, the City of Brea has grown from a population of 1,037 to approximately 45,629 in 2020. The estimated 2020 population is 16.7 percent higher than the 2010 Census Count of 39,113, indicating an increase of approximately 1.7 percent per year. The current total number of households is 16,911. The average number of people per household is currently estimated at 2.79 with a vacancy rate of 3.6 percent.

Service Area

The City provides sewer collection service to the entire area within its corporate boundaries, as well as to portions of unincorporated Orange County. The existing service area consists of approximately 7,952 acres (12.4 sq miles).

Sewer System

As of 2020, the City's collection system includes approximately 134 miles of gravity sewers ranging in diameter from 4-inches to 27-inches, three (3) lift stations, and approximately 0.5 miles of force mains ranging from 4-inches to 10-inches in diameter.

The City's existing sewer collection system is made up of a network of gravity sewers and three (3) sewer lift stations. The gravity system consists of approximately 134 miles of pipe and 3,400 manholes. The majority of the gravity sewers are constructed of vitrified clay pipe with sizes ranging from 4-inch to 27-inch in diameter. The sewer system service area consists of eleven (11) major sewer sheds in which City sewers convey sewage generally south and/or west to an Orange County Sanitation District (OCSD) trunk sewer or adjacent agency sewer system.

The sewer system consists of 708,750 feet of gravity sewers that are primarily made of vitrified clay pipe (VCP) with sizes ranging from 4-inches to 27-inches in diameter. Approximately 81 percent of the sewers are 8-inches in diameter.

Siphons

The sewer system includes two (2) inverted siphons. Each was constructed to go beneath Brea Creek Channel. The primary concern with each siphon is that grease and debris can often build up in the siphon requiring frequent maintenance to prevent sewer spills. The existing siphon locations and descriptions are shown below in Table 1-1.

Table 1-1 – Inverted Sewer Siphons Details

Siphon No.	Pipe ID	U/S MH ID	D/S MH ID	Location	City Plan ID	Date of Cons.	Dia-meter (in)	Material	U/S Invert El. (ft)	D/S Invert El. (ft)	Length (ft)
S1	FA34-01-FA34	FA34-01	FA34	Brea Creek North of Imperial	1073-18	1979	10	VCP	318.00	317.38	110
S2	FB40-FB41	FB40	FB41	Brea Creek South of Imperial	A04: Contract No 1-78	1978	15	VCP	315.00	314.85	102

Siphon S-1: consists of a single barrel 10-inch siphon that crosses Brea Creek Channel from the east to the west. It is located north of Imperial Highway and west of Rite Aid Pharmacy. The flow in the gravity sewers upstream of Siphon S-1 cannot be diverted to the existing 6-inch gravity sewer in Imperial Highway, east side of Brea Creek Channel as per the City's Sewer GIS. The 6-inch sewer inverts are higher than the siphon. To divert the flow would require flow to be pumped and has been deemed undesirable due to the capital cost to construct a new lift station and the cost to operate and maintain the lift station in the future.

Siphon S-2: includes a single barrel 15-inch siphon that crosses Brea Creek Channel from the west to the east. It is located south of Imperial Highway and east of the Arovista Park baseball fields. This siphon and its upstream and downstream sewers have been reconstructed over time. The known history of the sewers in the area are as follows:

- 1958: 10-inch siphon constructed to replace original 10-inch siphon (City Plan A04-701-1-A)
- 1978: 15-inch siphon constructed to replace the former 10-inch siphon and upstream sewers upsized to 15-inch (City Plan 1090)
- 1989: Plans for two 18-inch barrel siphons were developed to replace the 15-inch single barrel siphon, however this facility was never constructed (City Plan 2042)
- 1990: Downstream sewers upsized to 27-inch (City Plan 1141)
- 2008: Upstream sewers upsized to 24-inch (City Plan 4038)

The sewer mains and manholes upstream of Siphon S-2 are shallow and consistently fill up with debris. As a result of the complaints and the build-up of debris, the City retains the services of a contractor to vacuum out the debris from the upstream sewers and manholes on a quarterly basis.

Lift Stations

The City owns and operates three (3) sewer lift stations with two (2) pumps at each station. The Briarwood Lift Station is a submersible lift station that serves eleven (11) residential homes. The Briarwood Lift Station was constructed in 1959, when the residential development and upstream gravity sewers were constructed.

The Brea Creek Lift Station was constructed to relieve the downstream gravity sewer and generally remains on standby for a majority of the time. La Floresta Lift Station was constructed in 2011 and serves a residential retirement community.

Briarwood Lift Station: The Briarwood Lift Station is located on Briarwood Drive in the southwest corner of the City. It is a submersible lift station that serves 11 residential homes. Three (3) homes are located on the east side of South Puente Street, north of Briarwood Drive. Eight (8) homes are located along Briarwood Drive, east of South Puente Street. The Briarwood Lift Station was constructed in 1959, when the residential development and upstream gravity sewers were constructed.

The Brea Creek Lift Station: The Brea Creek Lift Station is located on the Brea Creek Golf Course, northwest of Fir Street and the Mulberry Avenue extension. It was constructed to relieve the downstream gravity sewer, which did not have sufficient capacity for the upstream flows. Generally, the lift station remains inactive a majority of the time, and the City diverts flow to the lift station on a monthly maintenance schedule to prevent any sewage from becoming septic.

The La Floresta Lift Station: The La Floresta Lift Station is located outside Oakmont of Capriana, a residential retirement community, located at La Floresta Drive and Imperial Highway. The lift station is accessible from Imperial Highway. The La Floresta Lift Station was constructed in 2011. Flows to the lift station are generated from the La Floresta residential communities generally bound by Rose Drive to the north, Valencia Avenue to the west, La Tienda and Imperial Highway to the south, and La Campana and Rose Drive to the east.

Force Mains

The system includes approximately 0.5 miles of force mains ranging from 4-inches to 10-inches in diameter.

Chapter 2 - Organization

An organizational Chart for the City's Public Works Department identifies the administrative, maintenance, and management positions responsible for the implementation, managing, and updating the overall measures included in the SSMP. This Chapter identifies the City's staff that is responsible for implementing plans and progress included in the SSMP, responding to SSO events, and meeting SSO reporting requirements.

The communication plan that accompanies the organizational chart serves to define the role of each position to ensure the elements of the SSMP are addressed on a regular basis and that all appropriate staff are adequately informed. A specific response and notification plan to document the SSO emergency response and reporting procedures is included in the City of Brea's Sanitary Emergency Response Plan (SERP) included in Appendix E.

2.1 Regulatory Requirement

The Order requires the SSMP to identify organizational staffing responsible for implementing the programs included in the SSMP. It must also illustrate the lines of authority, the chain of communication for reporting spills from receipt of complaint to reporting of spills to the State Water Resources Control Board, Regional Water Board, and other affected agencies, as applicable.

The Plan must identify organizational staffing responsible and integral for implementing the local Sewer System Management Plan through an organization chart or similar narrative documentation that includes:

- *The name of the Legally Responsible Official as required in section 5.1 (Designation of a Legally Responsible Official) of this General Order;*
- *The position titles, telephone numbers, and email addresses for management, administrative, and maintenance positions responsible for implementing specific Sewer System Management Plan elements;*
- *Organizational lines of authority; and*
- *Chain of communication for reporting spills from receipt of complaint or other information, including the person responsible for reporting spills to the State and Regional Water Boards and other agencies, as applicable. (For example, county health officer, county environmental health agency, and State Office of Emergency Services.)*

2.2 Discussion on Organizational Structure

The City's organizational structure for the Public Works Department, which is primarily responsible for implementing and overseeing the SSMP and the related plans and procedures, is described in the following sections. Additionally, the general responsibilities of the personnel and chain of communication are included. Figure 2-1 illustrates the City Organizational Chart and Figure 2-2 illustrates the organizational chart specifically for the Public Works Department.

2.2.1 Governance

City Council

The City's elected governing body is comprised of the City Council consisting of five (5) elected council members and the City's Mayor. Each member is elected to one four (4) year term, with terms overlapping. The City Council develops the policies of the City and is responsible for appointing the City Manager to implement Council policy. The City Manager is directly accountable to the City Council for the administration and daily operations of City functions. The City Council must accept the completed SSMP and ultimately share the responsibility of ensuring the efficient and effect management of the sanitary sewer system. The City's Legally Responsible Official (LRO) certifies the completion of the document through the online certification process.

City Attorney

The City Attorney is subject to legislative determination of policy, serves as the chief legal advisor to the City, directs all legal activities of the City, and advises or consults with legal specialists engaged by the City. The City Attorney evaluates all legally driven issues associated with the plan and its implementation and advises the Public Works Director and City Manager as to the legality of any particular issue. The City Attorney also establishes the legal authority and the legal basis of the plan. The City Attorney develops and approves legal documents, provides legal advice, conducts litigation, and attends public meetings.

City Manager

The City Manager oversees six (6) departments, including Administrative Services, Community Services, Community Development, Fire, Police and Public Works. Under policy direction, the City Engineer oversees the Public Works Engineering Department, Streets and Sanitation, Water Operations, Equipment Maintenance, Parks and Trees and Building Maintenance.

City Engineer

Plans, organizes, and directs the City's engineering program in connection with planning, design, construction, and maintenance of municipal public works; administers contracts for public works projects, formulates the department mission, sets objectives, and directs and delegates authority and responsibilities to staff. The City Engineer implements department policy, interfaces with City Council, City Manager, and City Attorney; and directs outreach and interfaces with the public as needed.

The City Engineer reviews permits for private development and expansion of the collections system. Enforces standards of design and construction; establishes enforcement activities for grease producing facilities, stormwater runoff, and private sewage spill violations.

Public Works Director

Under general direction of the City Manager, the Public Works Director plans, organizes and directs the activities of the Public Works Department through supervisors, provides administrative support to the City Engineer and performs a variety of tasks relative to the assigned area of responsibility. Plans, organizes, and directs the City's Public Works program in connection with implementation and maintenance of municipal public works; makes assignments, measures progress, and directs adjustments in the objectives; formulates

department policy, interfaces with City Council, City Manager, and City Attorney; and directs outreach and interfaces with the public as needed.

GIS Administrator

Under direction of the City Engineer, the GIS Administrator provides technical services relating to GIS and mapping, statistical surveys, creates, edits, and maintains GIS data, ensures data quality and accuracy, provides technical guidance and support to GIS users within the organization, coordinates the integration of GIS with other systems and databases, generates presentation-quality maps for meetings and reports, ensures staff are trained and supported in using GIS tools, works with GIS vendors for the acquisition, installation, and conducts geographical research and analysis.

Utilities Superintendent

Under the direction of the Public Works Director, the Utilities Superintendent provides leadership and management for the daily operations of the Utilities Department; is responsible for the overall safety and reliability of the City's potable water distribution system and the effective and efficient management of the City's sanitary and storm sewer system. This position exercises direct supervision of the Utilities Supervisor and oversight for all Utilities Supervisor field personnel and activities.

Utilities Supervisor

Under direction of the Utilities Superintendent, the Utilities Supervisor is responsible for the implementing processes and procedures to ensure the overall safety and reliability of the City's potable water distribution system planning and scheduling collections system maintenance activities, including rodding, flushing, maintenance of high frequency maintenance locations, CCTV video inspection, pipeline and manhole conditions assessment, and training and supervising the maintenance staff to assure the effective and efficient management of the City's sanitary and storm sewer system.

Sewer Crew Leader

Under the direction of the Utilities Supervisor, the Sewer Crew Leader serves as supervisor of daily maintenance activities and supervises the work performed by collections system maintenance workers and operators that work as a crew.

Maintenance Worker

Under the direction of the Sewer Crew Leader, the Maintenance Worker operates maintenance equipment and performs maintenance work on the collection system.

Figure 2-1
City Organizational Chart

Figure 2-1
City of Brea
City Organizational Chart

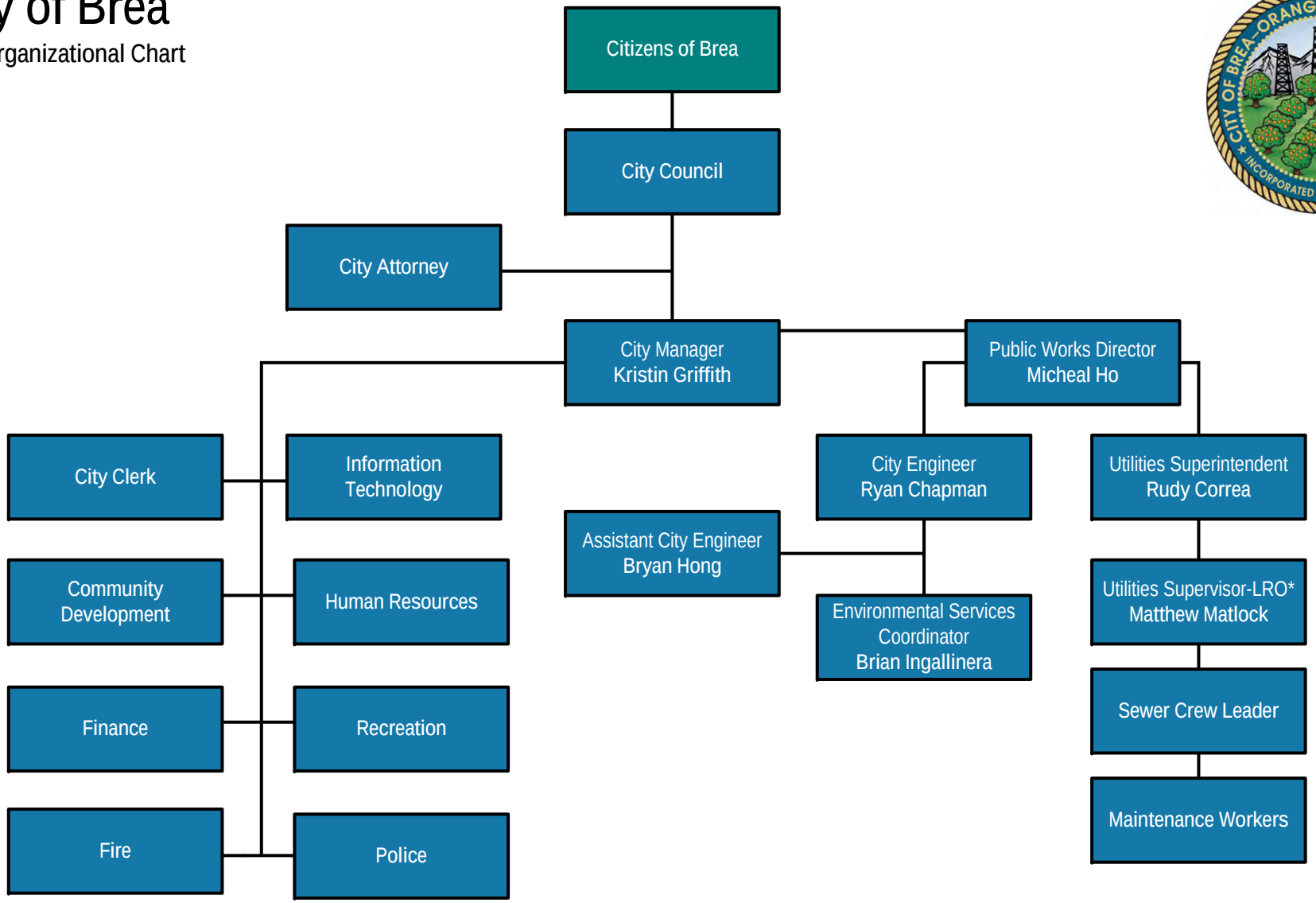
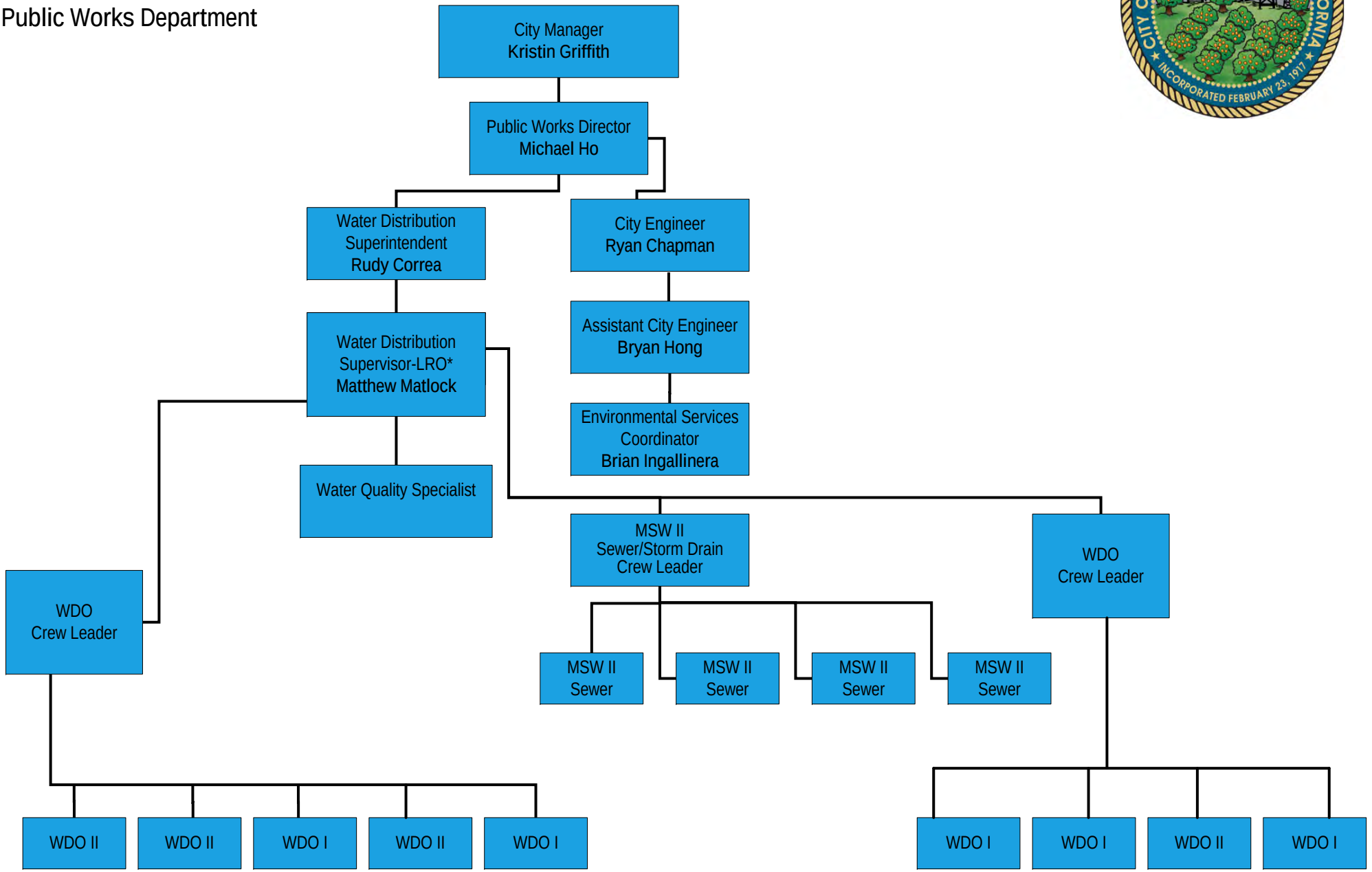


Figure 2-2
Organizational Chart for Public Works

Figure 2-2
City of Brea
Public Works Department



2.2.2 Description of General Responsibilities

The following information provides a brief summary of the roles and responsibilities of City staff supporting the sanitary sewer system, as illustrated and highlighted in Figure 2-1. Figure 2-3 illustrates the Communication Plan as it pertains to the SSMP responsibilities.

City Council

The City Council consists of a 5-member board headed by the Mayor of the City that approves all decisions made by the Public Works Department in consultation with the City Manager and the City Attorney. The City Council makes all certifications required by the WDRs by resolution in open public meetings. The City Council establishes policies, reviews and accepts formal plans, sets overall City direction, authorizes funds for projects/plans/programs, has general overview of upper management (Mayor, City Manager, City Attorney), and conducts public meetings and hearings leading to the approval of the SSMP.

City Manager, Kristen Griffith, 714.990.7710

- Advises City Council on policy.
- Allocates resources.
- Delegates responsibility.
- Oversees preparation and submission of City budget and implementation.
- Oversees preparation of the Sewer Enterprise Funding Plan and rate structure for proper operation and maintenance of the collection system and implementing the capital improvement plan.
- Oversees the development of Legal Authorities.
- Oversees plan development for consistency with authorities and policies.

Public Works Director, Michael Ho, 714.990.7691

- Oversees preparation and updating of the SSMP, including the various elements.
- Oversees the periodic internal audits of the SSMP.
- Oversees the communication program informing the public on the development, implementation, and performance of the SSMP.
- Directs the work of the construction management and inspection staff.

City Engineer, Ryan Chapman, 714.990.7763

- Organizes and directs activities of the Engineering Department.
- Oversees preparation of design and construction standards and specifications for installing new sewers, pump stations, and other appurtenances and for rehabilitation and repair of the existing system.
- Oversees development of procedures and standards for inspection and testing the installation of new sewers, pump stations, and appurtenances and rehabilitation and repair of existing sewers.
- Oversees preparation of plans, specifications and estimates for capital improvement projects, including rehabilitation and repair projects.

Utilities Superintendent, Rudy Correa, 714.990.7697

- Is the City's authorized representative under the Order
- Manage and monitor SSMP implementation and effectiveness.
- Provide updates on policy and SSMP effectiveness.
- Participates in periodic SSMP program audits.
- Participates in measuring the effectiveness of SSMP elements.
- Participates in updating the SSMP elements based upon monitoring and/or performance evaluations.
- Oversees illustration of SSO trends, including frequency, location, and volume.
- Communicates the completed CIP projects to be incorporated into the Operation and Maintenance Program.
- Participates in the development of SSMP elements.
- Participates in preparation of Sewer System Rehabilitation Plan.
- Received notification of potential and/or actual SSO.
- Certifies and uploads spill reports.
- Submits Spill Technical Report.

Utilities Supervisor, Legally Responsible Official, Matthew Matlock, 714.990.7642

- Schedules and oversees the CCTV inspection and condition assessment of the collection system.
- Schedules and oversees the maintenance program for the collection system.
- Oversees collection and maintenance of relevant information for establishing and prioritizing SSMP activities.
- Investigates SSOs and reviews the reports prior to approval of the Utilities Superintendent.
- Participates in preparation and implementation of the Spill Emergency Response Plan (SERP).
- Participates in training in sanitary sewer system operations and maintenance activities and SERP.
- Assesses the success of the Operation and Maintenance Program.
- Assures the required in-house and external training is provided and documented.
- Uploads spill data on the CIWQS.
- Oversees preparation and maintenance of an up-to-date map of the collection system, pumping facilities, and stormwater conveyance facilities.

Environmental Services Coordinator, Brian Ingallinera, (714) 448-4827

- Manages and implements the Food Services Establishment Program.
- Oversees inspection of FOG producing facilities and enforcement of the FOG Ordinance.
- Participates in preparation of a regional plan for alternative methods of fat and grease disposal.
- Establishes an implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG.

- Oversees the development and implementation of source control measures for all sources of FOG discharged to the system.

Sewer Crew Leader

- Collects and reports relevant information for establishing and prioritizing appropriate SSMP activities to provide to the Utilities Supervisor.
- Maintains current inventory of sewer system equipment, including the identification of critical replacement and spare parts.
- Participates in:
  - Performing routine preventive operation and maintenance work along with contractors.
  - Conducting CCTV inspection and condition assessment activities.
  - Collecting and reports relevant information for establishing and prioritizing appropriate SSMP activities.
  - Implementation of the SERP in response to SSOs.
  - Collaborating to provide information / data to Utilities Supervisor for illustration of SSO trends, including frequency, location, and volume.
  - Training in sanitary sewer system operations and maintenance activities and SERP.

Maintenance Workers

- Participate in:
  - Performing routine preventive operation and maintenance work along with contractors.
  - Conducting CCTV inspection and condition assessment activities.
  - Collecting and reports relevant information for establishing and prioritizing appropriate SSMP activities.
  - Providing information / data to Utilities Supervisor for illustration of SSO trends, including frequency, location, and volume.
  - Training in sanitary sewer system operations and maintenance activities and SERP.
  - Preparing and maintaining equipment and replacement part inventories; identifies critical replacement parts.
  - Implementing the Sewer Emergency Response Plan in response to SSOs.

2.3 City Communication Structure for Collection System Issues

Communication of activities is essential to keep managerial staff informed of successes and potential problems. Additionally, implementation of the various elements of the SSMP will require constant coordination among the various divisions identified in the organizational chart. Therefore, clearly identifying the specific positions and staff as well as establishing communication protocols is necessary to ensure the appropriate personnel are properly informed to respond to sanitary sewer system related issues in the most effective and efficient manner.

2.3.1 SSMP Communication Structure

Continual communication between the Public Works Divisions, Engineering Department and Operations Division, as well as along the levels of hierarchy, facilitates and supports activities that allow the Wastewater Operations and Maintenance Division to inform the appropriate staff about the operation and management of the collection system.

Generally, the communication plan will follow the chain of command identified in the organizational chart. Specific levels of authority will be required to facilitate implementation and enforcement of the plans and procedures developed for the SSMP. As the various plans and procedures are implemented, an assessment as to the effectiveness of the plans will best be determined by the labor force that executes and evaluates the immediate impacts of the plans and procedures. Efficient and timely responses will be essential to assure the adopted plans and procedures are effective for the management and operation of the wastewater system.

Figure 2-3 illustrates the communication protocol for the SSMP and includes a summary of general responsibilities among the staff as it affects the management, operation, and maintenance of the City's sanitary sewer system. The responsibilities listed are to illustrate the overall importance of continual communication within the organization regarding wastewater-related issues.

2.3.2 SSO Response and Communication Structure

A communication structure related specifically to spill response and reporting is discussed in Chapter 6 of this SSMP and more thoroughly documented in Appendix E, which contains a copy of the City's SERP.

Calls or complaints of actual or possible SSOs received via telephone are routed to the Water, Sewer, and Storm Drain staff from either the maintenance administrative office or, if received after-hours, from the City of Brea Police Dispatch Center. Once a report of an actual or potential SSO is received, it is immediately referred to the Utilities Supervisor, during regular office hours, or to the On-Call Duty Staff if the call is received after office hours.

The City staff member arriving first at the location is considered the First Responder. In most cases, the Utilities Supervisor or On-Call Duty Staff will be the First Responder to an incident and will be responsible for assessing whether additional resources are needed to assist with containment and cleanup. The First Responder will determine whether to direct additional Water, Sewer, and Storm Drain staff, other City personnel, and/or approved contractors to the SSO location if the SSO cannot be fully contained or recovered or if it has reached public waters. The information obtained during the initial notification of a possible SSO may warrant the First Responder, in his/her best professional judgment, to dispatch Water, Sewer, and Storm Drain staff or other City personnel before proceeding to the reported SSO location.

Notifications to the following staff members and agencies will be performed as required:

- Public Works Director
- City Engineer
- Utilities Superintendent
- Department of Environmental Health
- Governor's Office of Emergency Services

- City of Brea Police Department (as needed)
- City of Brea Fire Department (as needed)
- Santa Ana Regional Water Quality Control Board (as needed)
- City of Brea Risk Management (when a public SSO enters a home or business)
- City of Brea Code Enforcement (when a violation of City Codes is noted)

Other staff that will be notified, especially if the SSO could not be fully contained or recovered, or if it reaches public waters, includes:

- City Manager
- Assistant City Manager
- Communication and Marketing Manager / P.I.O

Notification to the City staff listed in Section 3.3.1 is required in anticipation of possible media coverage and heightened scrutiny over the response efforts. The City Manager can also determine whether it would be prudent to notify the Mayor and City Council.

A response and notification procedure are documented in the City's SERP, included in Appendix E. The City's SERP illustrates the response procedure and delineates responsibilities for First Responders and wastewater maintenance crews and/or contractor assignments. Also included in the SERP is a description of the SSO notification requirements, timeline, and the regulatory agencies to be notified. Additionally, contained in Appendix E, the SERP includes the names and contact information of the City staff members to be notified in the event of a spill occurrence.

2.4 Summary and Continuing Efforts

As the City updates its plans and procedures, and/or revises the SSMP, the SSMP will be updated as necessary to include the specific responsibilities associated with each position. The City's organization will include the administrative, maintenance, and management positions responsible for implementing, managing, and updating the overall measures contained in this SSMP.

Figure 2-3
Communication Plan

Position	City Council Member
Responsibilities	Adopt Policies Approves CIP Contracts Certify SSMP

Position	City Manager
Responsibilities	Advises City Council on policy Allocates resources defined in the City budget Authorizes outside contractors to perform services Ensure policies are appropriate Ensure policies can be implemented Ensure regulatory compliance

Position	Public Works Director
Responsibilities	Coordinates support with City Engineer/Utilities Superintendent Establishes enforcement activities Manages policies, procedures, and resources for SSMP activity implementation Manages resources for SSMP implementation Monitors and manages wastewater maintenance activities Provides updates on policy and SSMP effectiveness

Position	City Engineer
Responsibilities	Organizes and directs activities of the Engineering Department Ensures adequate resources are available for policy and SSMP activities in Engineering Oversees preparation of plans and specifications for CIP proejcts

Position	Utilities Superintendent
Responsibilities	Manages and monitors SSMP implementation and effectiveness Provides updates on policy and SSMP effectiveness Primary Legally Responsible Official for CIWQS certification Coordinates support with Public Works Director, Supervisor and Environmental Services Coordinator Communicates updates on policy and SSMP effectiveness Ensures adequate resources are available for policy and SSMP activities Implements and measures effectiveness of SSMP Manages policies, procedures, and resources for SSMP activity implementation in operations Monitors SSMP implementation and effectiveness Recommends and initiates SSMP Updates

Environmental Services Coordinator
Coordinates with Utilities/City Engineer regarding FSE Program Manages and implements the FSE Program Oversees inspection of FOG producing facilities and enforcement of the FOG codes Establishes an implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG Oversees development and implementation of source control measures for all sources of FOG discharged to the system

Position	Utilities Supervisor / LRO
Responsibilities	Coordinate and schedule field activities to include training/ safety practices Communicates SSMP effectiveness to Superintendent Monitors SSMP plans and procedures Oversees field operations and activities

Position	Sewer Crew Leader
Responsibilities	Communicate SSMP effectiveness to Supervisor Facilitates field operations Monitors SSMP plans and procedures Recommends improvements to SSMP procedures Solicits and provides feedback on effectiveness of plans

Position	Maintenance Workers
Responsibilities	Perform daily activities Execute plans and procedures Provide feedback on effectiveness of plans

Figure 2-3
Communication Plan and SSMP Responsibilities

Chapter 3 - Legal Authority

To prevent SSOs to the maximum extent possible and meet state and federal requirements, each governing agency must ensure that its existing codes, ordinances, policies, and procedures include the requirements to implement and fulfill the specific needs of the agency and to protect the health and safety of people, property, and environment. This chapter of the SSMP includes a discussion of the City's current legal authority for the collection and conveyance of wastewater.

3.1 Regulatory Requirements for Legal Authority Provisions

The Order requires the SSMP include either a copy or an electronic link of the City's codes, ordinances, policies and procedures, service agreements and/or other legally binding procedures to demonstrate the City has the legal authority to:

- *Prevent illicit discharges into its sanitary sewer system from inflow and infiltration (I&I); unauthorized stormwater; chemical dumping; unauthorized debris; roots; fats, oils, and grease; and trash, including rags and other debris that may cause blockages;*
- *Collaborate with storm sewer agencies to coordinate emergency spill responses, ensure access to storm sewer systems during spill events, and prevent unintentional cross connections of sanitary sewer infrastructure to storm sewer infrastructure;*
- *Require that sewer system components and connections be properly designed and constructed;*
- *Ensure access for maintenance, inspection, and/or repairs for portions of the service lateral owned and/or operated by the Enrollee;*
- *Enforce any violation of its sewer ordinances, service agreements, or other legally binding procedures; and*
- *Obtain easement accessibility agreements for locations requiring sewer system operations and maintenance, as applicable.*

3.2 Background for Legal Authority

The California Water Code of the California Code of Regulations, the Federal Clean Water Act of the United States Code, and the California Waste Discharge Requirements grant the City the authority to establish codes, agreements, policies, and procedures for the construction, operation, and maintenance of a wastewater collection system, and the ability to enforce the necessary requirements. Below is a discussion of the relevant sections granting the City this authority.

California Water Code Section 13271, California Code of Regulations

Title 23 of the California Code of Regulations prohibits the discharge of sewage and hazardous material into the waters of the State and requires the proper notification of authorized agencies in the event of an SSO. Entities that do not properly follow the requirements of this section may be found guilty of a misdemeanor and punished by fine, imprisonment, or both.

Clean Water Act, Section 1251 of Chapter 33 of the United States Code

In 1972, the federal Congress enacted the Federal Water Pollution Control Act, commonly known as the Clean Water Act (CWA). The CWA prohibits the discharge of pollutants, including sewage, into public waters of the United States. The federal government has the authority to enforce compliance with the CWA via specific permits, such as National Pollutant Discharge Elimination System (NPDES) permits, as well as court action such as administrative orders and consent decrees.

Code of Federal Regulations, Title 40, Protection of the Environment

The Environmental Protection Agency (EPA), in its general pretreatment regulations (40 CFR Part 403), and the City, in its municipal code, prohibit any user from discharging or causing the discharge of prohibited substances, including but not limited to solid or viscous pollutants, such as fats, oils, and grease (FOG) wastes, in amounts which will cause obstructions (blockages) to the flow in the wastewater system and interfere with the operation of the wastewater system.

California Waste Discharge Requirements

On May 2, 2006, the SWRCB adopted the Statewide General Waste Discharge Requirements for Sanitary Sewer Systems, Order No. 2006-0003 DWQ. The WDRs apply to all federal and state agencies, municipalities, counties, cities, and other public entities that own or operate sanitary sewer systems greater than one mile in length that collect and/or convey untreated or partially treated wastewater to publicly owned treatment facilities in the State of California.

On December 6, 2022, the State Water Board adopted General Order WQ 2022-0103-DWQ which supersedes the previous State Water Resources Control Board Order 2006-0003.DWQ and amendments thereafter. The Order became effective on June 5, 2023 and noted that all sections and attachments of the General Order are enforceable by the State Water Board and Regional Water Quality Control Boards (Regional Water Boards). Specifically, the Order requires all affected agencies, municipalities, counties, cities, and other public entities to take a proactive approach to ensure a system-wide operation, maintenance, and management plan is established to effectively reduce the potential, quantity, and frequency of SSOs that may occur and impact surface or ground waters, threaten public health, adversely affect aquatic life, and impair the recreational use and aesthetic enjoyment of surface waters.

3.3 City's Existing Legal Authority

The WDRs require the City demonstrate, through wastewater collection system use ordinances, service agreements, or other legally binding procedures, that it possesses the necessary legal authority to require, implement, and enforce compliance with the elements of the SSMP, all applicable regional, state, and Federal requirements under the Clean Water Act, the Regional Water Quality Control Board (RWQCB), and requirements of the current General Order.

Pursuant to the California Government Code, Sections 37100 and 54350, the City Council, as the local legislative body, may by ordinances and resolutions make and enforce all rules and regulations necessary for the administration of the City's Sewer Operations and Maintenance (SO&M) Program. Such actions include, but are not limited to, cleaning, repair, construction, reconstruction, rehabilitation, replacement, operation, and maintenance of the wastewater collection system within the City. Consistent with the law, several ordinances have been enacted by the City Council to govern all aspects of the SO&M Program.

The City's legal authority and powers pertaining to the wastewater collection system are granted by the State and Federal governments and are codified in the City of Brea's Municipal Code (BMC), with Title 13, Chapter 13, *Sewers*, specific to the sewer system. Requiring compliance with its existing codes, regulations, ordinances, and permitting procedures allows the City to require and enforce various measures for ensuring the proper and efficient operation, management, and maintenance of the City's wastewater collection system. These mechanisms include, but are not limited to, limiting the types of substances allowed to be discharged into the City's wastewater collection system, establishing requirements for the proper design, construction and connections to the City's collection system, ensuring access to City sewer pipelines for inspecting, monitoring and enforcing activities, limiting the discharge of unauthorized substances including chemicals, debris, roots, trash, rags, fats, oils, grease, and other types of debris that cause blockages, and enforcing violations of its sewer related ordinances, codes, and laws.

BMC Section 13.00.551 expressly adopted by reference to the Orange County Sanitation District and Orange County Health Care Agency for review of industrial wastewater permit applications. The legal authorities for the specific areas stipulated in the WDR are discussed below.

Chapter 13 of the BMC outlines the rules and policies for the use of the City's sewage collection and treatment facilities and are intended to provide a comprehensive description of the manner in which the City regulates its wastewater system and serves its customers. The following is a summary of the sections included in the BMC which illustrates compliance with the Order requirement as noted above.

The following sections include a summary of the City's existing codes, principally Title 13, Utilities, Chapter 13, as it applies to its sanitary sewer system. Chapter 13.32 applies to the City's Storm Water system. A copy of the codes referenced is included in Appendix C in numerical order.

Prevent Illicit Discharges

The City is required to prevent discharges of illicit and undesirable substances from entering the wastewater collection system. Illicit discharges include, but are not limited to, the release of I/I, storm water, chemical dumping, unauthorized debris and constituents, roots; fats, oils, and grease; and trash, including rags and other debris that may cause blockages. The City's legal authority to prevent illicit discharges to the wastewater collection is addressed in various chapters of the City's Code.

Chapter 13 of the Code includes a general description of the various types of substances restricted by the from being directly or indirectly discharged into the collection system and provides the authority to regulate the specific type of substances permitted to be discharged into its wastewater collection system. Table 3-1 summarizes the relevant ordinance sections which correlate to the requirements.

Table 3-1 – Brea Municipal Code Sections

Waste Discharge Requirement		City of Brea Municipal Code
a)	Prevent illicit discharges into its sanitary sewer system (I/I, stormwater, chemical dumping, unauthorized debris, roots, FOG, trash, etc.)	BMC 13.00.250: All sewer connections must be permitted.
		BMC §13.00.230: Industrial Waste Permit to be submitted for review and permitting from OCSD and OCHCA.
		OCSD Ordinance No. OCSD-53: Identifies maximum concentrations on chemicals.
		BMC §13.00.240: Regulates substances that can be discharged to sewer.
		BMC §13.00.500 specifically regulates the disposal of FOG discharges
		BMC §13.00.521 specifies the requirement of a FOG discharge permit by FSEs
b)	Collaborate with storm sewer agencies to coordinate emergency spill responses, ensure access to storm sewer systems during spill events, prevent unintentional cross connections of sewer to storm sewer infrastructure	BMC §§13.00.220, Discharge in Natural Outlets Regulated
		BMC §13.32.020, Prohibition on Illicit Connections and Prohibited Discharges
		BMC §13.32.040, Inspections
		BMC §13.32.070, allows the City to cooperate with other agencies with jurisdiction over storm water discharges
c)	Require that sewer components and connections be properly designed and constructed	BMC §13.00.170: Requires all sewers pipelines be constructed per the City Sewer Standard Plans and Specifications.
d)	Ensure access for maintenance, inspection, or repairs for portions of the service lateral owned and/or operated by the City	BMC §13.00.150: Places restrictions on construction of structures such that sewers are accessible for operation and maintenance.
		California Government Code §54350: Provides authority access facilities for operation and maintenance.
e)	Enforce any violation of its sewer ordinances, service agreements or other legally binding procedures	BMC §1.04: Provides authority to enforce all regulations of the BMC and City Ordinances
		BMC §13.00.260: Provides the authority to enforce regulations relating to sewer use.
		BMC §13.00.570: Provides authority to regulate FSEs
		BMC §13.00.572: Provides the authority to enforce FOG regulations by making individuals liable for costs incurred from an overflow.
		BMC §13.00.580: Provides the authority to enforce regulations of FSEs.
f)	Obtain easement accessibility agreements for locations requiring sewer system operations and maintenance, as applicable	

Section 13.00.220, Discharge in Natural Outlets Regulated, prohibits the discharge any sanitary sewage, industrial wastes, or other polluted waters to any natural outlet within the City or any area under the jurisdiction of the City.

Documented in Section 13.00.230, Industrial Wastewater, is the Orange County Sanitation District (OCSD) authority to regulate all industrial wastewater discharges to the public sewer system and that OCSD issues the permits for discharge of industrial waste. The section also grants the City's participation as an integral part of the process for regulating the type of waste discharged into the City's wastewater system.

Section 13.32.020, Prohibition on Illicit Connections and Prohibition Discharges, prohibits the illicit connections and discharges which contains any pollutant, from public or private property to (1) the storm water drainage system; (2) any upstream flow, which is tributary to the storm water drainage system; (3) any groundwater, river, stream, creek, wash or dry weather arroyo, wetlands area, marsh, coastal slough, or (4) any coastal harbor, bay, or the Pacific Ocean to the storm drain system.

Collaboration with Storm Sewer Agencies

The City's Sewer and Storm Drain is responsible for the operation and maintenance of the storm drain system. Storm drain catch basins and lines are cleaned by City crews to keep debris out of the system and meet NPDES requirements.

Proper Connections and Construction

The City's requirements for the design and construction of new, rehabilitated, and replaced sewer system facilities, including mains, tie-ins, service laterals, cleanouts, manholes, and other system appurtenances, necessary to ensure the proper operation of the sewer system are documented in Title 13, Chapter 13, Article 1, Section 13.00.170, Construction Standards. The section references compliance with the City Standards and Specifications. Additionally, this section incorporates the California Plumbing Code; Uniform Plumbing Code; Standard Specifications for Public Works Construction (Greenbook); and/or the Standard Plans for Public Works Construction (Greenbook) by reference should construction specifications and details not be covered in the City Standards.

Accessibility for Maintenance, Inspection, and Repair

While the City does not own or maintain service laterals, Section 13.00.150, Inspection/Right-Of-Entry, prohibits the construction of structures that would result in obstructing access to City wastewater infrastructure, sewer laterals and other wastewater generating and disposal facilities for inspection and maintenance to sewers.

Also included in this section is language that permits City personnel to access all parts of the premises where wastewater is created, conveyed, treated, or discharged, for the purposes of inspecting, sampling, monitoring, reviewing or copying records, photographing, videotaping, or recording during all times that the discharger's facility is open, operating, or any other reasonable time.

Violation Enforcement

Title 1, Chapter 1.04, Penalties, Administrative and Civil Remedies, grants the City the authority to enforce its Code and Ordinances. The authority for the City to enforce penalties for violations of the BMC and other adopted policies as they pertain to its wastewater collection system is included in Chapter 13. Article II, Section 13.00.260, Enforcement of Article. The section codifies the City's authority to enforce violations with respect to the sanitary sewer system.

Section 13.00.570, Violations, provides the City the authority to regulate the discharge of Fats, Oils, and Grease (FOG) from food service establishments (FSEs).

Section 13.00.571, Public Nuisance, prohibits the discharge of waste, FOG or wastewater in a manner that violates any measure of the chapter shall be declared a public and considered guilty of a misdemeanor.

Section 13.00.572, Damages to Facilities Or Interruption of Normal Operations, grants the City the authority to seek reimbursement for costs required to clean or repair City facilities that may have caused or contributed to any sewer blockage, SSOs, obstructions, interference, damages, or any other impairment to the City's sewer system or to the operation of City facilities.

Section 13.00.580, Enforcement, includes specific enforcement provisions to govern discharges to the City's sewer system by FSEs.

Easements

Defined in the BMC is that the portion of the sewer system that extends from the "wye" or "tee branch of the public sewer within the right of way or a public easement is the responsibility of the City. The connecting sewer is owned by and the responsibility of the property owner. Also defined is that a main sewer of the City is laid in the streets, alleys, along rights-of-ways or within an easement provided for the collection of sewage from connecting sewers and conveying flows to the plant for disposal.

Chapter 4 - Operations and Maintenance Program

The City manages approximately 134 miles of gravity sewer system comprising of manhole structures and their connecting pipeline segments. The City also operates and maintains 2 inverted sewer siphons as part of the overall wastewater collection system. The City does not own or maintain any portion of the sewer laterals (upper or lower) that drain each privately owned parcel or property up to the point of connection to the local sewer; therefore, the laterals are not a part of this plan nor are they cataloged. Additionally, the City's collection system does not include any pump stations or treatment facilities.

This chapter of the SSMP discusses the City's operations, maintenance, and other related measures and activities as they pertain to its sanitary sewer system.

4.1 Regulatory Requirements for Operation and Maintenance Program

The Order requires the SSMP to contain descriptive measures of the City's Operation and Maintenance (O&M) Program implemented by City staff to facilitate proper and efficient management and maintenance of the sanitary sewer system. The WDRs require the SSMP to include a description of each of the following components as they apply to the City's sanitary sewer system:

- *Maintenance of up-to-date sanitary sewer system map showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable stormwater conveyance facilities within the sewer system service area boundaries;*
- *Routine preventive operation and maintenance activities by staff and contractors, including a system for scheduling regular maintenance and cleaning of the sanitary sewer system with more frequent cleaning and maintenance targeted at known problem areas. The preventive maintenance program should have a system to document scheduled and conducted activities, such as work orders;*
- *Development of a rehabilitation and replacement plan to identify and prioritize system deficiencies and implement short-term and long-term rehabilitation actions to address each deficiency. The program should include regular visual and TV inspections of manholes and sewer pipes, and a system for ranking the condition of sewer pipes and scheduling rehabilitation. Rehabilitation and replacement should focus on sewer pipes that are at risk of collapse or prone to more frequent blockages due to pipe defects. Finally, the rehabilitation and replacement plan should include a capital improvement plan that addresses proper management and protection of the infrastructure assets. The plan shall include a time schedule for implementing the short and long-term plans plus a schedule for developing the funds needed for the capital improvement plan;*
- *Provide appropriate training on a regular basis for staff in sanitary sewer system operations and maintenance, and require repair contractors to be appropriately trained; and*
- *Development of equipment and replacement part inventories, including identification of critical replacement parts.*

4.2 City's Preventative Maintenance Program

The City's O&M Program includes components of the City's procedures and practices as they pertain to the O&M activities related to its sanitary sewer system. The City's O&M Program contains information pertaining to the following components for compliance with the WDRs:

- Inventory and mapping of sanitary sewer system assets in GIS
- Preventive maintenance activities
- Sewer Blockage Control Program
- Wastewater System Inspection and Assessment Program
- Rehabilitation and Replacement Program
- Training for field operations personnel and contractors
- Equipment Maintenance and Replacements Policy

4.3 Discussion of Regulatory O&M Components

To address the components listed in Section 4.2 and as required by the WDRs, the following subsections provide a summary of the City's O&M activities and procedures being implemented.

4.3.1 Inventory and Mapping of the Sanitary Sewer System Assets

A comprehensive inventory of the City's wastewater collection system assets documents the horizontal and vertical locations of sewer collection system facilities as well as the attributes of various sewer system components. The Geographic Information System (GIS) includes data pertaining to gravity-flow facilities, manholes, and the two (2) gravity siphons. This information is incorporated into the City's GIS database, which facilitates management of O&M activities, allows for data management and expedites data retrieval for reporting purposes and is regularly updated and reflects the wastewater system asset identification numbers (unique identifiers).

Discrepancies between information contained in the GIS data and field conditions are manually documented. The comments are submitted to the City's GIS department for updating electronic files. Updates to the data are performed regularly by City GIS staff. O&M crews also have access to map books.

The City is in the process of evaluation options for a CMMS as a more comprehensive tool to manage the scheduling and tracking of data for the sewer maintenance efforts. Implementation is expected within FY26.

4.3.2 Preventative Maintenance Activities

The City's preventive maintenance activities include the assets managed in the sanitary sewer system, is one component of the overall SSMP and is based on an approach that combines preventive, predictive, and corrective maintenance strategies and established best management practices.

The City performs routine O&M activities including regular system cleaning and performing inspections using CCTV. Crews also visually inspect system manholes and lift stations. The activities are scheduled and performed daily by maintenance crews and/or contractors when determined to be necessary.

The City is committed to a regular sanitary sewer system maintenance program and uses both in-house staff and outside services to perform the planned maintenance tasks at scheduled frequencies as part of our

preventative maintenance program. Frequencies are established based on experience and attribute information to minimize the risk of blockages or equipment failures that could lead to Spills. The City's maintenance program consists of O&M practices to maintain its facilities including routine and high frequency line cleaning and inspections (CCTV and visual).

System Routine Maintenance

The scheduling and performance of maintenance and cleaning activities is performed by the City's Public Works Sewer Division. Cleaning activities are scheduled and generally completed from upstream segments down to trunk lines. A two (2) person crew is assigned to perform daily routine cleaning tasks. The City's crews target the cleaning of approximately 3,000 and 5,000 feet of sewer pipelines per day. The City's Public Works Sewer Division staff work daily to eliminate potential pipe and manhole blockages.

The City sewer jetting crews (equipment operator and maintenance worker) service the sewer mains in an upstream-to-downstream, basin-by-basin sequence. Included in Attachment 1 of Appendix D (Regular Jetting) is a summary of work completed between 2021 and 2024. Jetting logs are updated daily to track which mains have been serviced and the linear feet cleaned and jetted. Additionally, crews clean HFMLs on a quarterly basis. These locations include areas with pipeline sags and areas identified as having excessive amounts of debris, FOG accumulation, and root concentrations. The cleaning of HFMLs is tracked and scheduled manually. Cleaning efforts are documented manually on daily reports. Included in Appendix D Attachment 2 is a copy of the HFML Jetting Schedule and a summary of the information included in the jetting logs.

Documented information pertaining to sewer pipeline cleaning activities includes the section of pipe cleaned, lineal footage cleaned, names of staff performing the cleaning, and any additional pertinent comments. Pipelines identified as requiring repair are provided to City Engineering staff to be included on the City's CIP list.

Reports summarizing daily progress are generated by maintenance crews and submitted to the Utilities Superintendent to track the progress and status of wastewater collection facilities. Daily progress reports and work-related forms are filed at the Operations Yard for future access and reference.

The City's goal has been to jet all targeted sewer mains on a yearly basis. Upon completion of the jetting and cleaning cycle, a new period of jetting and cleaning is immediately initiated. For trunk sewers that are 30-inches or greater in diameter, the City contracts the services to outside contractors. The City's goal is to have the trunk sewers cleaned on a five (5) year cycle.

High Frequency Maintenance Locations (HFMLs) / Hot Spots

Currently, there is approximately 23,721 feet of sewer pipeline identified as HFMLs. The HFMLs are scheduled for cleaning on a monthly basis. Documented are the locations designated as challenging areas that require a higher frequency of maintenance. Included in Attachment D is a current list of the HFMLs, also referred to as Hot Spots by City crews. Included from the 2021 audit report are Figure 4-1, Figure 4-2, and Figure 4-3 which illustrate the location of pipes identified with roots, grease, and sags, respectively.

Lift Stations

The City operates and maintains three (3) lift stations including the Briarwood, Ariovista Lift Station, and La Floresta Lift Station. The Ariovista Lift Station is also known as the Brea Creek Lift Station which is located

at the Ariovista Park. A summary of the maintenance performed for each of the three (3) lift stations, based on recent information provided by City crews is summarized below.

La Floresta Lift Station: The lift station is inspected two (2) times per week and may include the following:

- Generator check
- Flush water
- Clean dry well
- Operate well sensor
- Check generator fluid
- Check compressor fluid
- Check blow-down compressor and condenser coils
- Inspect and rotate impellor on spare pump
- Exercising of pumps

Inspection logs document that the following work is completed bi-annually:

- Clean wet well with flushing water
- Remove pump and perform visual inspection
- Exercise discharge valves

Inspection logs document that the following work is completed annually:

- Service compressor and separator
- Change oil and filters
- Run Generator under load by Caterpillar Service Technicians
- Clean and check wiring and contacts in the MCC panels

Briarwood Lift Station is maintained by the City.

Inspection logs document that the following work is completed two (2) times weekly:

- Checking the degreaser amount
- Cycling the pumps

Jamison Engineers and Facility Process Solutions have historically performed maintenance of the pump station when the required work is outside of the capability of the City staff.

Brea Creek Lift Station is maintained by the City.

Inspection logs document that the following work is completed weekly:

- Checking the degreaser amount
- Cycling the pumps

Jamison Engineers and Facility Process Solutions have historically performed maintenance of the pump station when the required work is outside of the capability of the City staff.

Vermin and Rodent Control

Vermin control is performed on a quarterly basis by Golden Bell Products. A summary of the latest City vermin control activities is maintained and used for tracking and scheduling of treatment. The City maintains an open annual purchase order with the licensed contractor.

Private Laterals

All laterals in the City are privately owned, and the Municipal Code requires each property owner to maintain laterals in good working condition. The City is proactive in requiring private lateral repairs, including for root intrusions, rather than requiring preventative maintenance. This approach serves as a proactive measure to prevent infiltration, improve repair and rehabilitation improvements (CIPP) at the lateral connections, and reduce the potential of future liabilities and enforcement efforts due to non-compliance.

Corrective Maintenance

Corrective maintenance is performed in response to an unexpected failure of an asset, component or part, or a critical utility outage. When managed assets critical to the process fail, corrective maintenance is scheduled on either an urgent or routine basis. Some repairs may be capitalized as follow-up activity depending on asset cost and life expectancy. These types of corrective maintenance activities are documented and include, but are not limited to:

- Emergency or unplanned cleaning to eliminate a pipe blockage
- Spot repair or replacement of a failed pipe
- Replacement of a rattling or failed manhole cover
- Repair of damage caused by construction or failure of another utility (e.g., water or gas main breakage)
- Respond to, investigate and mitigate customer complaints and sewer overflows
- Repair of earthquake damage
- Repair after vandalism

4.3.3 Sanitary Sewer System Inspection and Condition Assessment Program

Regular and systematic inspection and assessment of sanitary sewer system facilities provides a means to monitor the condition of the facilities, the effectiveness of the maintenance operations, and provides a basis for identifying and scheduling capital improvements. Additionally, the overall assessment is used to determine the funding required to repair, rehabilitate, replace an aging collection system, and to prioritize the allocation of funds to optimize the expenditure and efforts to operate a sewer collection system.

The information obtained from the CCTV inspections is reviewed, recorded, and defects are documented. The information collected is assembled and provided to the Engineering Division for further assessment and determination of repair and/or rehabilitation methods. The City Engineering and Sewer Divisions work in partnership to confirm the repair and/or rehabilitation methods and prioritize the projects.

System Inspection and Assessment

The City employs its CCTV technology for the inspection of its storm drain and wastewater pipelines. With two (2) CCTV trucks available, one (1) CCTV truck is committed to conducting the inspection of the wastewater

pipelines by a two-person crew on a regular basis. The City's CCTV truck is equipped with WinCan software. The inspection codes incorporated into the WinCan Software are National Association of Sewer Service Companies (NASSCO) certified and comply with the Pipeline Assessment and Certification Program (PACP). The information obtained and recorded from the CCTV inspections is reviewed, recorded, and a preliminary assessment is made by the City CCTV crew. Defects are assigned a defect code and a severity rating according to the rating scale included with the WinCan software. Permanent records of the defects are made by capturing still images of the information on the TV screen and recording the information.

Inspections are performed systematically and generally on a regular basis by a two-person crew. Daily progress is recorded by the staff members and submitted to the Utilities Supervisor and utilized for tracking and reporting purposes. Included in Attachment 1 of Appendix D (CCTV Inspections) is a summary of the inspections performed between July 2020 through June 2024.

Included in the City's FY2026 budget are funds to perform the inspection and assessment of the wastewater collection system over a multi-year project to meet ten (10) year inspection cycle.

Contractors are required to conduct and submit inspections of all new and rehabilitated pipelines to ensure contractor compliance with City design and construction standards.

Pipeline Inspection

Utilization of standardized inspection observation codes by appropriately trained CCTV crew members serves to provide a consistent evaluation of the condition of the pipeline. City's crews assigned to perform the CCTV inspections are PACP certified.

NASSCO PACP Condition Grading System applies the guidelines developed and is based on assigning severity grades to documented defects. The severity grades range from 1 to 5 (with 5 being the most severe) and are assigned to the corresponding defect observation code to assist City staff in determining whether further assessment of the condition is necessary.

Defect observation codes should be utilized in conjunction with digital information to document the condition of the entire pipe segment. Due to the wide range of potential conditions that may be encountered during inspection of each individual facility, the observations developed and utilized should encompass a wide range of typical defects encountered with additional detailed descriptions to further refine the data in a format easy for querying.

Manhole Inspections

As an integral part of the wastewater collection system, access manholes require the same degree of inspection and maintenance as the pipeline sewer network. Currently, City crews conduct cursory manhole inspections concurrently with the pipeline cleaning efforts. The inspections serve to identify and prioritize the manholes that may require a more thorough inspection. It is recommended that the City document manhole inspections and that inspections occur concurrently with pipeline cleaning and/or inspections.

4.3.4 Predictive Maintenance

Predictive Maintenance activities include inspection and condition-assessment of system pipelines. These are performed to determine if the planned preventive maintenance task should be performed as scheduled or should be reprioritized. Predictive Maintenance is therefore performed based on asset condition and need rather

than solely at a specified time interval when maintenance may not be required. The City's Predictive Maintenance activities include, but are not limited to, the following:

- CCTV inspections of pipelines
- Visual inspection of the manhole structures and their flow channels
- Inspection of inverted siphons during preventive maintenance
- Ground surface inspection of rights-of-way and easements over the gravity sewers
- Odor assessment and monitoring programs

A critical component of predictive maintenance includes internal inspection of sanitary sewers using CCTV technology. CCTV cameras offer valuable insight to the internal structural condition of buried infrastructure. Video inspection of sewer pipelines and manholes is used to locate and evaluate the existence and severity of defects that can contribute to potential overflows and which may include missing pipe sections, broken pipe, root intrusion at misaligned joints or cracks, and potential sources of inflow and infiltration (I/I) entering into the system through cracks in pipes, manholes or via illegal storm drain connections.

Using CCTV technology is also used to identify necessary corrective measures when a potential or actual problem is identified. The information obtained using CCTV technology is used to locate and diagnose an issue and identify necessary solutions. Such solutions may include spot repairs, root cutting, re-cleaning for grease or debris removal, or pipe replacement or rehabilitation. Major replacement or rehabilitation may be capitalized outside of the annual operating budget. It can also be used to add or remove pipe segments to more frequent cleaning and rooting schedules or reprioritize improvements.

4.3.5 Repair and Rehabilitation Projects

The City's Public Works Department is responsible for performing various types of wastewater repairs and rehabilitation improvements. The types of repairs performed by City staff vary according to the location, level of urgency, and extent of complexity. Repairs that require resources beyond those available within the Public Works Department or require further prioritization and planning are coordinated and scheduled with the City's Engineering Department.

4.3.6 Capital Improvement Program Project Identification

Several factors determine the priority of projects identified during the inspection and assessment process, although the structural condition of the pipe is generally the primary factor. Additional factors may include addressing system capacity, reducing I/I, or reducing maintenance efforts by improving the pipe condition. Other considerations include coordinating surface and utility improvements with other agencies that may be impacted by improvements. Integrating the findings of the inspection and assessment efforts, with the capacity modeling efforts, allows the City to proactively plan a comprehensive approach to long-range planning.

4.4 Training and Safety Program

The City is committed to the training and certification of its Public Works staff. Staff are encouraged to participate in regular training and continuing education program geared to train each management, administration, and field staff member.

Crews are trained in the provisions of wastewater operation and maintenance policies, procedures, safety policies, and the use of equipment. Staff is also specifically trained in the following:

- Safety and Safety Procedures
- Lockout-Tagout
- Confined Space Entry
- Driver Safety
- Requirements of General Order
- Spill Emergency Response Plan (SERP) and Practice Drills
- Skilled Estimation of Spill Volume (Field Operators)
- CIWQS Reporting Procedures (Data Submitters)
- Traffic Control
- Jetting Techniques

Maintenance workers are required to take a course in confined space entry and pass certification for safe entries into confined areas that could contain hazardous air. As necessary and determined by appropriate managerial staff, training programs may also include supplemental technical training required to efficiently and safely perform specific job-related duties. Training logs are included in Attachment 3 of Appendix D (Training) for reference.

The City requires contractors performing inspection or maintenance services on the collection system to have its workers adequately trained and certified in the area of application. All inspection work is performed using NASSCO standards. All cleaning work performed by contractors using rodders, jetters, and/or combination trucks are required to have individual personnel and supervisors trained and certified in collections system maintenance as prescribed by the CWEA.

Additionally, contractors are required to prepare and submit a project specific emergency response plan to the City for review prior to performing any contracted work. Contractors are provided with a copy of the City's SERP and are to incorporate the City's established procedures and tailor the emergency overflow response plan to the project needs including but not limited to, contacts information, site constraints, emergency equipment, etc.

4.5 Equipment Inventories

The City's Sewer Division maintains a list of its inventory of equipment and materials to maintain, manage and perform the operations and maintenance activities on the wastewater collection system. A list of Critical Parts and Equipment is maintained by the Utilities Supervisor, which serves to catalog and manage the more essential items to ensure consistent system performance and response in the event of an emergency. The inventory of parts and equipment is updated annually by the Utilities Supervisor or at the time of any specific equipment status change such as addition, removal, or replacement to facilitate the sewer maintenance program. A copy of the current wastewater inventory list is included in Attachment 4 of Appendix D (Parts List). The Division has funds available for purchasing supplies and follows a budgeting process for larger types of repairs.

4.6 Summary and Continuing Efforts

To remain in compliance with the Operations and Maintenance element of the SSMP, the City is continuing to maintain comprehensive O&M procedures that include:

- Maintaining up-to-date maps of the City's wastewater collection system;
- Scheduling and performing routine preventative O&M activities including regular maintenance and high-frequency maintenance locations including areas with root and FOG problems;
- Scheduling and performing regular and routine visual and CCTV inspections of manhole and pipelines;
- Updating its rehabilitation and replacement plan to identify and prioritize system deficiencies for short-term and long-term planning;
- Training for staff in wastewater collection system operations and maintenance related activities
- Train staff in the areas listed in the current Order including:
  - Requirements of the General Order;
  - Sewer Emergency Response Plan and Practice Drills; and
  - Estimation of Spill Volume (Field Operators).
- CIWQS Reporting Procedures (Data Submitters); and
- Maintaining equipment and replacement part inventories.

Chapter 5 - Design and Performance Provisions

The City's BMC includes adoption of and reference to its current City *Design Standards for Sewer Facilities*, which is available on the City's website. The City's website also refers to the latest edition of APWA (Standard Plans for Public Works Construction - SPPWC) or Caltrans Standard Plans for details not shown. Additionally, Section 13.00.170 of the BMC specifies that for construction specifications and details not included in the City's Standards, the following reference standards may be applied at the discretion of the City Engineer:

- The California Plumbing Code
- The Uniform Plumbing Code
- The Standard Specifications for Public Works Construction (Greenbook) and/or
- The Standard Plans for Public Works Construction (Greenbook).

5.1 Regulatory Requirements for Design and Performance Provisions

The Order requires the SSMP include the design and performance provisions or include the following:

- *Updated Design Criteria and Construction Standards and Specifications:*

  Updated design criteria, and construction standards and specifications, for the construction, installation, repair, and rehabilitation of existing and proposed system infrastructure components, including but not limited to pipelines, pump stations, and other system appurtenances. If existing design criteria and construction standards are deficient to address the necessary component-specific hydraulic capacity as specified in section 8 (System Evaluation, Capacity Assurance and Capital Improvements) of this Attachment, the procedures must include component-specific evaluation of the design criteria.

- *Procedures and Standards:*

  Procedures, and standards for the inspection and testing of newly constructed, newly installed, repaired, and rehabilitated system pipelines, pumps, and other equipment and appurtenances.

To address the components listed in Section 5.1 and as required by the WDRs, the following subsections provide a summary of the applicable provisions currently being implemented by the City. Further detailed information of the design and performance standards and guidelines are included in the City of Brea's design standards.

5.2 Discussion on Design and Performance Provisions

Included above are general provisions, technical specifications, and standard details associated with sanitary sewer improvements. Additionally, the standards include procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances and for rehabilitation and repair projects meeting the requirements of the State Order. The Standard Plans include detailed drawings for the following:

Sewer Lateral
Sewer Cleanout
Manhole
Drop Manhole
Manhole Frame
Manhole Shaft
Concrete Base
PVC Manhole Liner
PVC T-Lock Liner
PVC Liner with Gas Flap
Grease Interceptor
Concrete Slope Anchors
Wye Connection
Concrete Easement
Manhole Connection
Pipe Bedding
Steel Casing

Standards for design and construction of sewer facilities are included in the Sewer Standard Plans and Specifications document. Topics covered in this document include, but are not limited to, the following:

Minimum Size
Minimum Slope
Maximum Slope
Design Flow
Standard Location and Alignment
Easements
Horizontal Curves
Stationing Procedures
Minimum Depth
Sewer Pipe Material
Manhole Design Requirements
Clean-Outs
Separation Requirements between Utilities
House Laterals
Private Sewer Laterals
Sewer Pump Station Design Requirements
Inspection and Testing of Gravity Sewer

5.2.1 Updated Design and Construction Standards and Specifications

Criteria for the design and construction of new, rehabilitated, and replaced sewer system facilities, including main, tie-ins, service laterals, cleanout, manholes, and other system appurtenances, are necessary to ensure the proper operation of the wastewater collection system.

To evaluate the potential capacity needs, and evaluate performance standards, the City completed the update of its Master Plan in November 2021 which included an update of the hydraulic model and capacity analysis. Performance Evaluation and Design Criteria was reviewed, updated developed and used to evaluate the hydraulic capacity of the sewer system. An evaluation of the criteria for appropriately sizing the system for capacity, the following recommendations were provided and which the City is evaluating:

- Size – Gravity Sewer

  Remove the following text, "*The City of Brea may accept 6-inch diameter sewer lines if they must be used to provide adequate velocity*."

- Minimum and Maximum Slope

  Remove the following text, "*The minimum slope on a 6-inch sewer shall be 1% where the tributary area consists of less than 20 dwelling units (DU) or its flow equivalent*."

- Design Flow Criteria

  Revise the Peak Dry Weather Flow (PDWF) peaking equation to match the Sewer Master Plan which uses flow units in mgd

PDWF = 1.777 x ADWF0.92

ADWF = Average Dry Weather Flow (mgd)

PDWF = Peak Dry Weather Flow (mgd)

- Design Flow Criteria

  Revise the Peak Wet Weather Flow (PWWF) peaking equation to match the Sewer Master Plan which uses the following:

  PWWF = 1.25 x PDWF

- Sewer Pump Station - Suction Pipe

  Update maximum velocity from 6 ft/s to 5 ft/s, which is consistent with the Sewer Master Plan force main criteria.

- Sewer Pump Station - Discharge Pipe

  Update maximum velocity from 6 ft/s to 5 ft/s, which is consistent with the Sewer Master Plan force main criteria.

5.2.2 Procedures and Standards

The Order also requires that procedures and standards for the inspection and testing of newly constructed, newly installed, repaired, and rehabilitated system pipelines, pumps, and other equipment and appurtenances be established.

The City requires new sewers be inspected using CCTV technology and that "As-Built" plans are prepared and submitted before sewer improvement projects are accepted. Inspection services are conducted by City staff or contractors for new sewers and sewer rehabilitation projects. Criteria included in the Standard Specifications for Public Works Construction and the Standard Plans for Public Works Construction (Greenbook) are implemented. The Greenbook and the City's Standards include inspection and testing procedures for the following:

- CCTV Inspection (Greenbook 306-7.8.2.1)
- Water Exfiltration Testing (Greenbook 306-7.8.2.2)
- Water Infiltration Testing (Greenbook 306-7.8.2.3)
- Air Pressure Test (Greenbook 306-7.8.2.4)
- Leakage Test for Corrugated Metal Pipeline (Greenbook 306-1.4.5)

5.3 Conclusions

The requirements contained in the City's current policies and procedures address the required components of the Order. However, the City will consider including the following provisions and requirements:

- Acceptable rehabilitation options for pipelines and manholes using various lining and coating methods
- A list of commonly used and City approved materials for rehabilitation options
- The City will continue to review the proposed recommendations included in the previous audit and the Master Plan to determine how to proceed.

Chapter 6 - Spill Emergency Response Plan

The City updated its Spill Emergency Response Plan (SERP) in June 2024 in compliance with the Order requirements. The purpose of the SERP is primarily to document spill response procedures and assist City staff in achieving the following:

- Efficient response to reported spills and dispatch of appropriate crews and equipment in a timely manner
- Notification of all appropriate agencies of reported spills in a timely manner
- Containment of sewer spills so they do not reach a surface water
- Elimination of the cause of a sewer spill
- Protection of public and private property
- Sufficient cleanup of the impacted spill area
- Documentation of all spills and response activities
- Ensure appropriate staff is knowledgeable of the SERP procedures and appropriately trained
- Preparation of reports for submittal to regulatory agencies and other interested parties
- Compliance with SWRCB Order No. WQ-2022-0103-DWQ

The SERP includes the formal procedures for City staff to contain, correct, and clean up spills and is intended to provide the City with a document that includes components necessary for minimizing the effects of spills on the environment while protecting the public's health and safety.

6.1 Regulatory Requirements for Spill Emergency Response Plan

The Order requires the SSMP include a current Spill Emergency Response Plan (SERP) that documents measures implemented to protect public health and the environment and ensure prompt detection and response to spills, to reduce spill volumes, and collect information for prevention of future spills. The SERP must include procedures to:

- *Notify primary responders, appropriate local officials, and appropriate regulatory agencies of a spill in a timely manner;*
- *Notify other potentially affected entities (for example, health agencies, water suppliers, etc.) of spills that potentially affect public health or reach waters of the State;*
- *Comply with the notification, monitoring and reporting requirements of this General Order, State law and regulations, and applicable Regional Water Board Orders;*
- *Ensure that appropriate staff and contractors implement the Spill Emergency Response Plan and are appropriately trained;*
- *Address emergency system operations, traffic control and other necessary response activities;*
- *Contain a spill and prevent/minimize discharge to waters of the State or any drainage conveyance system;*

- *Minimize and remediate public health impacts and adverse impacts on beneficial uses of waters of the State;*
- *Remove sewage from the drainage conveyance system;*
- *Clean the spill area and drainage conveyance system in a manner that does not inadvertently impact beneficial uses in the receiving waters;*
- *Implement technologies, practices, equipment, and interagency coordination to expedite spill containment and recovery;*
- *Implement pre-planned coordination and collaboration with storm drain agencies and other utility agencies/departments prior, during, and after a spill event;*
- *Conduct post-spill assessments of spill response activities;*
- *Document and report spill events as required in this General Order; and*
- *Annually, review and assess effectiveness of the Spill Emergency Response Plan, and update the Plan as needed.*

6.2 Discussion on the Spill Emergency Response Plan

To address the components listed in Section 6.1 and as required by the Order, the following subsections provide a summary of the applicable procedures included in the SERP. Further detailed descriptions of the policies and procedures as they pertain to responding to SSOs are included in the SERP document included in Appendix E.

6.2.1 Notification Procedures

The SERP includes procedures for notification of a spill to primary responders, appropriate local officials, and appropriate regulatory agencies and potentially affected entities. Calls or complaints of possible or actual sewer spills may be received via telephone calls. All telephone calls are routed directly to City personnel from either the City's Public Works Department or the Police and/or Fire Dispatch Center if the notification is received during non-business hours. The on-call personnel will respond to the notification or secure the appropriate back-up for response.

Notifications: The volume, impact, and location of spill determine the level of notification required to comply with regulatory requirements. Chapter 4 of the SERP includes the notification procedures including primary responders, regulatory and local agencies and officials, and potentially affected entities based on the type of spill. Also included is the information to be reported, including but not limited to, the volume of the spill, the origination and end point of the spill, and/or the category of the spill as defined in the Order.

Chapter 3, Initial Response Procedures, includes the contact information for key City personnel that may be contacted in the event of a possible or actual SSO.

City personnel are responsible for responding to a possible or actual spill reported at any of the three (3) lift stations. Should an alarm be triggered at any of the lift stations, an automatic dialer will transmit the alarm conditions to the Utilities Superintendent, Utilities Supervisor or Maintenance Service Worker depending on the type of alarm. As field crews verify a spill has occurred, the Utilities Superintendent will be notified and is responsible for contacting and/or delegating a designee to contact all regulatory agencies, as required.

Chapter 4 also includes a description of the four (4) potential spill categories. Section 4-1 includes a description of each type of spill category, Section 4-2, Notification to Regulatory Agencies, includes a thorough summary of the agencies to be notified, the contact information, circumstances under which each agency should be notified, and the spill information to be reported. Table 4-2, from the SERP, includes a summary of required notifications that will be made based on the category designation of the SSO. Appendix B-3 of the SERP, Spill Notification and Reporting Requirements, includes a summary of the requirements noted in Section 3.1 of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of the General Order.

Section 4-3, Private Property Owners, of the SERP includes a summary of the City's procedures for addressing private spills and specifically notes that Orange Health Care Agency (OCHCA) will be informed of all private spills.

Sections 4-3 through 4-11 of the SERP, include a description of entities to be notified for various needs, the agency to contact, and the contact information. The sections include information pertaining to the following:

- On-Call Contractors
- Orange County fire authority
- Southern California Edison
- Nearby Sewer Agencies
- Laboratories
- Traffic Control
- Public Advisory
- Medial Notification

Included in Section 4-12, Resource Phone List, is a comprehensive list of resources and the corresponding contact information.

6.2.2 Emergency Procedures and Response Activities

The City's SERP includes response procedures including overflow containment, correction, and clean-up measures for spills. Actions to be performed by City staff and additional crews for public spills are outlined and described. Section 5, Spill Response Procedures, of the SERP includes detailed procedures including the following:

- Preliminary Assessment
- Traffic and Crowd Control
- Containment Procedures
  - Public Right of Way
  - Drainage Conveyance Systems
  - OCFCD Facilities / Surface Waters
  - Private Sewer System or Laterals
  - Wet Weather Conditions
- Correction Procedures
  - Gravity Sewers
  - Lift Station Corrections

- Clean up Procedures
  - Public Right-of-Ways
  - Drainage Conveyance System
  - OCFCD Facilities / Surface Waters
  - Private Property

These procedures are also summarized in Figure 2-2, Spill Emergency Response Flowchart, included in the SERP. Appendix B-1 of the SERP includes a simplified version of the process illustrated in Figure 2-2.

6.2.3 Training

Section 7 of the SERP includes procedures to ensure the appropriate staff are properly trained on the procedures included in the SERP. Specifically noted is that the training of field crews includes office and field training on an annual basis.

Office Training includes complete review of the following documents and/or procedures:

- Review of the correct procedures for receiving calls
- Recording the information on the Spill Initial Receipt Form (Appendix B-2)
- Notification of the field crew
- The SERP plan document review
- The SERP flowchart (Appendix B-1)
- Regulatory agency notification and reporting requirements (Appendix B-3)
- Filling out the Spill Report (Appendix B-5)
- Sewers, Drainage Conveyance Systems, and Surface Waters Maps (Appendix A)
- Spill volume calculation methodologies (Appendix C-1 and C-2)
- Post-Spill Response evaluation procedures

Field Training is conducted by the Utilities Superintendent. The following training topics are reviewed annually:

- Safety Procedures
- Operation of the City's combination / vactor trucks
- Field spill volume estimation, with training simulations
- Review of all available equipment on the combination / vactor trucks
- Review of all spare parts available at the City yard
- Containment and clean up procedures
- Gravity sewer correction procedures
- Sewer lift station and force main correction procedures

The Utilities Superintendent is responsible for maintaining records of all SERP related training. Sign-in sheets include the training topic, date, time, and list of all attendees. The City is working towards developing an electronic system to encompass sign-in sheets, agendas, handout material, quizzes, and all other materials associated with the training program.

Contractors are required to provide a project specific SERP that is directly integrated with the City's current SERP.

6.2.4 Intra Agency Coordination

The City is a member agency of Water Emergency Response Organization of Orange County (WEROC), which supports and manages countywide emergency preparedness, planning, response, and recovery efforts for water and wastewater agencies in Orange County. In the event of a spill, WEROC member agencies, and other nearby agencies can be contacted if additional combination trucks, equipment, and/or work power are needed for spill containment and recovery.

Neighboring Agencies

Should sewer spills originate from the sewer system from an adjoining agency, the City's procedures include immediate notification of the responsible agency, implementing containment procedures, and providing assistance should the spill pose a threat to the public health, waters of the State, public property, and/or private property. City field crew will remain at the spill site until the responsible agency arrives to assume responsibility of the spill. The SERP includes contact information for the nearby agencies in Table 4-4, Nearby Sewer Agencies.

6.2.5 Monitoring and Reporting Procedures

Chapter 6 of the SERP includes the processes and procedures for notification, monitoring, reporting and record keeping per the requirements detailed in Attachment E1 of Order WQ 2022-0103-DWQ and which is summarized in Appendix B-6 of the SERP.

Section 6-3, Reporting Procedures, includes a summary of the procedures to be implemented and reporting to be completed for each possible spill category. Also included are the responsibilities of the LRO and Data Submitters, including the certification of spill reports on CIWQS. A comprehensive Spill Report template is included in Appendix B-5 of the SERP.

6.6.6 Spill Emergency Response Plan Evaluation

In Section 7-3, Spill Emergency Response Plan Evaluation, it is documented that the City conducts routine evaluations of its response procedures to ensure they are effective. Key performance indictors (KPI) reviewed include the following:

- Number of spills
- Percentage of recovered volume versus total spill volume
- Verification that the notification procedures were followed for each spill event
- Verification that the response procedures were followed for each spill event
- Verification that reporting to regulatory agencies were conducted correctly for each spill event
- Verification that training was conducted as scheduled

Additionally noted is that the response procedures will be evaluated annually using the Spill Response Evaluation Form included in Appendix F-1 of the SERP. Also to be evaluated annually is the effectiveness of the SERP and the findings will be documented using the SERP Document Annual Evaluation Form included in Appendix F-2. Required adjustments to the SERP procedures and report will be tracked in the Change Log, included at the beginning of the SERP.

Chapter 7 - Sewer Pipe Blockage Control Program

The City's Sewer Blockage Control Program is designed to minimize the occurrence and impact of spills caused by blockages in the collection system. The City's program includes proactive and preventive measures implemented to identify, monitor, and mitigate potential sources of blockages, including fats, oils, and grease (FOG), root intrusion, debris accumulation, and structural defects. Through a combination of routine maintenance, targeted cleaning, public education, the program aims to protect public health, safeguard the environment, and ensure compliance with the requirements of the Order. Include the FSE inspection schedule goal in the SSMP.

7.1 Regulatory Requirements for Pipe Blockage Control Program

The Order requires the SSMP include procedures for the evaluation of the Enrollee's service area to determine whether a sewer pipe blockage control program is needed to control fats, oils, grease, rags and debris. If the Enrollee determines that a program is not needed, the Enrollee shall provide justification in its Plan for why a program is not needed. The procedures must include, at minimum:

- *An implementation plan and schedule for a public education and outreach program that promotes proper disposal of pipe-blocking substances;*
- *A plan and schedule for the disposal of pipe-blocking substances generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of substances generated within a sanitary sewer system service area;*
- *The legal authority to prohibit discharges to the system and identify measures to prevent spills and blockages;*
- *Requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, best management practices requirements, recordkeeping and reporting requirements;*
- *Authority to inspect grease producing facilities, enforcement authorities, and whether the Enrollee has sufficient staff to inspect and enforce the fats, oils, and grease ordinance;*
- *An identification of sanitary sewer system sections subject to fats, oils, and grease blockages and establishment of a cleaning schedule for each section; and*
- *Implementation of source control measures for all sources of fats, oils, and grease reaching the sanitary sewer system for each section identified above.*

7.2 Discussion on the Sewer Pipe Blockage Control Plan

The City implements preventive maintenance activities to maximize beneficial public use of the City's sanitary sewer system while preventing blockages of the sewer lines and reducing the adverse effects on sewage treatment operations resulting from discharges of fats, oils, grease, rags and debris into the system. The City consistently meets its goal to complete FSE inspections on a yearly basis. The list of FSEs and inspections completed are updated regularly. The City's compliance with the requirements are as follows:

- Performs public education and outreach activities specific to the disposal of FOG to its wastewater collection system

- Includes Title 13, Chapter 13, Article V, Fats, Oils, and Grease Disposal, in its municipal code
- Requires grease interceptors for all FSEs unless a variance or waiver has been issued to allow alternative measures to control FOG
- Implements the FSE Inspection Program for grease control devices and BMPs
- Identifies and manages locations in the wastewater collection system requiring increased maintenance efforts due to sewer hotspots, including those due to FOG
- Conducts increased cleaning frequency of locations identified as experiencing high FOG

The City's pipe blockage control program and procedures includes the following in compliance with the Order:

7.2.1 Implementation Plan and Schedule for a Public Education and Outreach Program

The preventive maintenance program includes elements of public education and outreach, facility inspections, and the legal authority of enforcement. The City's public education and outreach activities include, but is not limited to:

- Providing pamphlets and educational material to food service establishments (FSE) for proper FOG management and disposal.
- Providing a public service announcement DVD for kitchen best management practices (BMPs) to FSEs during the grease interceptor inspections.
- Hosting community events to educate public on sewer management.
- Performing outreach at local schools.
- Distribution of mailouts with City newsletter.
- Running educational media ads.
- Performing joint outreach with the Storm Water Outreach Program.

The City website and BMC contains information regarding specific pipe blocking substances.

7.2.2 Legal Authority to Prohibit Discharges and Identify Measures to Prevent Spills and Blockages

The City is required to prevent discharges of illicit and undesirable substances from entering the wastewater collection system. Illicit discharges include, but are not limited to, the release of I/I, storm water, chemical dumping, unauthorized debris and constituents, roots; fats, oils, and grease; and trash, including rags and other debris that may cause blockages. The City's legal authority to prohibit and prevent unauthorized discharge of illicit substances to the wastewater collection system are addressed in the BMC. The City's legal authority within its municipal code serves to prevent, require, ensure, limit, and enforce specific control of discharges.

The City's legal authority to prohibit discharges and identify measures to prevent SSOs and blockages is documented located in BMC Title 13, Chapter 13, Article VI (Legal Authority and Penalties). The City Manager is charged with the legal authority and duty of enforcing the provisions in BMC Title 13, Chapter 13. The City also has the legal authority to obtain remedies for noncompliance and implement procedures to prevent discharge of pollutants that may endanger the health or welfare of persons or the environment or cause interference with the operation of any treatment plant.

Chapter 13 of the BMC includes a general description of the various types of substances restricted by the from being directly or indirectly discharged into the collection system and provides the authority to regulate the specific type of substances permitted to be discharged into its wastewater collection system.

Documented in Section 13.00.230, Industrial Wastewater, is the Orange County Sanitation District (OCSD) authority to regulate all industrial wastewater discharges to the public sewer system and that OCSD issues the permits for discharge of industrial waste. The section also grants the City's participation as an integral part of the process for regulating the type of waste discharged into the City's wastewater system.

7.2.3 Plan and Schedule for the Disposal of Pipe-Blocking Substances Generated

BMC Title 13, Chapter 13, Article V, §13.00.543 (Grease Control Device Operation and Maintenance Requirements) provides grease control device operation and maintenance and record keeping requirements. The primary requirements include the following:

- Grease interceptors and other grease control devices must be cleaned, maintained, and have FOG removed and disposed of in a proper manner at regular intervals and in accordance with the FOG Control Manual.
- No FOG shall pass into any sewer lateral.
- FOG removed from grease interceptors shall be waste hauled on a regular basis and disposed of in a proper manner.

7.2.4 Requirements for Grease Removal Devices, Design Standards, Maintenance Requirements, BMPs, Recordkeeping and Reporting Requirements

Title 13, Chapter 13, Article V, §13.00.540 (FOG Pretreatment and Grease Control Device Required) provides grease control device installation requirements. The primary requirements are as follows:

- Food facilities are required to install, operate and maintain an approved and adequately sized grease interceptor
- Fixtures that are expected to convey FOG will be connected to the grease interceptor. Dishwashers and other fixtures that use emulsifying agents shall be connected to the sewer system directly.
- Grease interceptors shall be used in all new FSEs where necessary to install a grease control device and shall have a minimum capacity of 750 gallons
- Grease interceptors are to be sized in accordance with the Uniform Plumbing Code.

Title 13, Chapter 13, Article V, §13.00.543 (Grease Control Device Operation and Maintenance Requirements) provides grease control device operation and maintenance and record keeping requirements. The primary requirements are included:

- FSEs are required to be maintained in a manner consistent with a maintenance plan approved by the City Manager.

- Grease interceptors and other grease control devices must be cleaned, maintained, and have FOG removed and disposed of in a proper manner at regular intervals and in accordance with the FOG Control Manual.
- No FOG shall pass into any sewer lateral.
- FOG removed from grease interceptors shall be waste hauled on a regular basis and disposed of in a proper manner.
- FSE owner and/or operator with an approved grease control device must keep all manifests, receipts and invoices of all cleaning, maintenance, grease removal of/from the grease control device, disposal carrier and disposal site locations for a minimum of two (2) years and make all documents available to any authorized inspector.
- FSE owner and/or operator must allow authorized inspectors entry and access to FSE premises during normal business hours, for purposes of inspecting the grease control devices, reviewing the manifests, receipts and invoices relating to cleaning, maintenance and inspection of the grease control devices.

Title 13, Chapter 13, Article V, §13.00.542 (Best Management Practices Required) provides best management requirements in relation to FOG. The primary requirements are as follows:

- FSEs are required to implement BMPs in their operations to minimize the discharge of FOG to the sewer system
- FSEs must implement and demonstrate compliance with BMPs per the City's FOG Control Manual.
- Periodic reporting of the status of the implementation of BMPs shall be submitted to the City Manager in accordance with the FOG control program and the FOG Control Manual.

The City allows FSEs to contract directly with contracts to remove and dispose of the accumulated FOG. FSE's are required to maintain maintenance records and make them available during the inspections when requested.

7.2.5 Authority to Inspect Grease Producing Facilities, Enforcement Authorities, Enforcement of FOG Ordinance

Title 13, Chapter 13, Article V, §13.00.560 (Inspection and Sampling Conditions) and §13.00.561 (Right of Entry) provides the City the necessary authority to inspect or order samples at all FSEs with a grease control device. Included in the facility inspections is the right to request and view disposal records and physical inspection of on-site grease traps and interceptors. The FSEs must provide access to the FSE premises, grease control devices, manifests, receipts, and invoices.

7.2.6 Identification of Sanitary Sewer System Subject to FOG Blockages and Cleaning Schedule

The City maintains an updated list of locations that require an increased cleaning frequency. The areas include locations known to have persistent FOG accumulation and are included on the City's HFML list. The HFML list is updated as new locations are identified with FOG accumulation or as the frequency of necessary cleaning changes.

7.2.7 Implementation of Source Control Measures

The City's measures to control sources of FOG from reaching the sanitary sewer system including the following:

- Conducting public education and outreach programs as part of the FSE Inspection Program
- City has legal authority to prohibit and prevent unauthorized discharge of illicit substances to the wastewater collection system.
- The City's legal authority within its municipal code serves to prevent, require, ensure, limit, and enforce specific control of discharges.
- Adopting BMC Title 13, Chapter 13, Article V, Fats, Oils, and Grease Disposal
- Requiring grease interceptors for all FSEs unless a variance or waiver has been issued to allow alternative measures to control FOG
- Inspecting FSE grease control devices and BMPs
- Identifying sewer hotspots, including those due to FOG
- Providing frequent cleaning of sewer hot spots related to FOG

7.3 Conclusions

The City has identified development of the following as potential revisions / updates to the SSMP:

- Updated the website to allow the public to more easily and directly access sewer related educational material including proper FOG disposal.

Chapter 8 - System Evaluation, Capacity Assurance and Capital Improvements

This section discusses the City's capacity management measures to address the current and future capacity requirements of its collection system and the recommended capacity improvement projects.

8.1 Regulatory Requirements for System Evaluation, Capacity Assurance, and Capital Improvements

The General Order includes a requirement that the SSMP include procedures to assure capacity management measures that address the current and future capacity requirements of its collection system. Also required is that the City prepare and implement a capital improvement plan that will provide hydraulic capacity of key sanitary sewer system elements for dry weather peak flow conditions, as well as the appropriate design storm or wet weather event. At a minimum, the plan must include:

- *Routine evaluation and assessment of system conditions;*
- *Capacity assessment and design criteria;*
- *Prioritization of Corrective Action*
- *Capital Improvement Plan*

8.2 Discussion on System Evaluation, Capacity Assurance, and Capital Improvements

The City's 2021 Master Plan Update includes a summary of the established design criteria for peak dry and wet weather flows, projected population density, per capita sewage generation rates, pipe design criteria, and addressed infiltration. The evaluation included a review of dry weather peak flow conditions and identified areas of the system that required modification and/or expansion. The capital improvement projects were identified as required to correct system deficiencies under existing and build-out peak design flow conditions. Recommendations for assessing current and future capacity requirements and a proposed schedule to complete the modifications were also included.

The following subsections include a summary of the modeled system, flow estimates, and evaluation criteria used for the City's sewer system capacity evaluation to address the components required by the General Order.

8.2.1 Routine Evaluation and Assessment of System Conditions

The City performs routine inspections of its collection systems facilities including, manholes, and lift stations. Using Closed-Circuit Television (CCTV), pipeline inspections are conducted to document observed defects in the sewer gravity mains. Known maintenance problem areas in the collection system are logged and categorized into a cleaning frequency schedule which may be bi-weekly, monthly, quarterly, semi-annually, and annually. Noted defects are logged and prioritized for improvement.

The process of developing the City's current 2021 Master Plan Update included inspecting approximately 81 percent of the City's sanitary sewer system between 2020-2021. This included cleaning and televising 574,444 feet (approximately 109 miles) of sewer pipelines. The remaining 19 percent was not inspected due

to inaccessibility or due to the recent construction dates. The CCTV data was to be evaluated and projects identified and prioritized.

The City of Brea (City) owns and operates Siphon S-1 and S-2. Siphon S-1 is a single barrel 10-inch siphon that crosses Brea Creek Channel, which is owned and operated by the Orange County Flood Control District (OCFCD) from the east to the west. During the January 26, 2021 facility site visit, the City did not have any capacity, operation or maintenance concerns for this siphon. The S-1 Siphon is cleaned on a monthly basis.

Siphon S-2 is a single barrel 15-inch siphon that crosses Brea Creek Channel from the west to the east. It is located south of Imperial Highway and east of the Arovista Park baseball fields. This siphon and its upstream and downstream sewers have been reconstructed over time. The City retains the services of a contractor on a quarterly to vacuum out the debris from the upstream sewers and manholes. Recently, a temporary bypass system was installed to allow for the cleaning, inspection, and condition assessment of the siphon. Structural defects were not observed or noted. The S-1 Siphon is cleaned on a quarterly basis.

The hydraulic analysis revealed that the 15-inch barrel is sufficiently sized for existing and near-term future conditions without estimated Sphere of Influence (SOI) loads as long as the siphon is clear of debris. Therefore, the City must continue to periodically flush the siphon. At the time the master plan was being updated, exact details of the development of the SOI were unknown, and therefore evaluation of the capacity of the siphon a later date was recommended.

8.3 Capacity Assessment and Design Criteria

The General Order requires the SSMP include procedures to identify system components that are experiencing or contributing to spills caused by hydraulic deficiencies and/or limited capacity, including procedures to identify the appropriate hydraulic capacity of key system elements for:

- Dry-weather peak flow conditions that cause or contributes to spill events;
- The appropriate design storm(s) or wet weather events that causes or contributes to spill events;
- The capacity of key system components; and
- Identify the major sources that contribute to the peak flows associated with sewer spills.

With the completion of the Sewer Master Plan Update, the City's sewer system model was updated, revisions were made to the performance evaluation criteria, capacity deficiencies were identified, recommendations for improvements were documented, and a capital improvement program with cost estimates was developed.

Capacity Assessment

The updated model includes the system pipes but excluded laterals and private sewer mains. Pipe features including diameters, lengths, slopes, and roughness coefficients were entered into the model. Sewer average loads were developed based on water billing data and sewer return ratios. The sewer return ratios for each land use type were developed to adjust the water use to equal the average sewage flows recorded at the flow monitoring sites.

Average dry weather flows were used to determines peak flows. Peak flows were calculated in the model using peaking factors developed from flow monitoring data. Output data for pipes included average and peak flow rate, velocity, pipe capacity, and ratio of flow depth to pipe diameter (d/D). The peaking formula used

was as follows: PDWF = .777 x ADWF $^{0.92}$. Since the flow monitoring effort did not capture a wet weather event, the peak wet weather flow was estimated utilizing the following equation: PWWF = 1.25 x PDWF.

The analysis of the sewer collection system was based upon the calculated peak dry weather flows. Pipes that exceed the established criteria of Peak Dry Weather Flow d/D > 0.64 were considered hydraulically deficient. The analysis revealed that a total length of 749 feet of sewers was identified to be capacity deficient under existing conditions. This equates to 0.11 percent (749 / 708,750) of the total existing system length. This percentage was determined to be minimal, in part due to the City having completed several capital improvement projects since the previous Master Plan and a decrease in sewage generation due to water conservation efforts.

Additionally, 1,487 feet of sewers was identified as capacity deficient to accommodate near-term future developments. This equated to 0.21 percent (1,487 / 708,750) of the total existing system length. The near-term future capacity deficiencies were attributed to the increased sewer loads due to future planned developments. However, to accurately account for flows, it was recommended that project specific studies be performed using detailed development projections to identify the necessary sewer improvements to the existing system.

Also, an additional 19,985 feet of sewer pipe was identified as capacity deficient when the projected flows to account for growth within the sphere of influence (SOI). This equated to 2.82 percent (19,985 / 708,750) of the total existing system length. Similarly, it was recommended that as detailed development plans became available or when the City General Plan is updated, the future sewer loads and the impacts to the capacity of the downstream sewer system be re-evaluated and possibly verified with flow monitoring.

Capacity of the existing three (3) lift stations was determined to be sufficient to convey the PWWF for the existing and future conditions.

The system evaluation was performed to identify improvements necessary to adequately convey existing wastewater discharges and support future wastewater flows through build-out conditions. A summary of the average, peak dry weather and peak wet weather flow estimates used in the hydraulic analysis is included in the Master Plan. Additionally, included is a summary of the dry and wet weather capacity issues for the system and of improvement projects and planned sewer facilities to improve hydraulic capacity and provide increased system reliability.

Design Criteria

The City's design criteria are documented in the Sewer Standard Plans and Specifications document and included in the 2021 Master Plan. The criteria include requirements for the collection system including minimum pipe size, minimum flow velocity, and depth of flow to pipe diameter ratio (d/D). For lift stations, the criteria include but is not limited to the capacity and number of pumps, wet well and force main sizes, redundancy, and emergency power. A summary of sewer system performance evaluation criteria is included in Table ES-2 of the 2021 Master Plan and apply to the collection system, lift stations and inverted siphons.

8.4 Prioritization of Corrective Action

The City's CCTV inspection program includes assessing the condition of the pipelines and assigning a PACP grade / rating between 1 and 5, with 5 being the poorest condition. The assets rated as 5s are identified and

prioritized as CIP projects. Generally, pipelines with a rating of 5 noted with structural issues include large cracks along the pipeline and/or at joints, severe sags, or other forms of degradation that reduces its capacity to efficiently convey flows. Pipes with a rating less than 5 are monitored and reassessed during routine inspections. The 2021 Master Plan includes a summary of the condition assessment findings which revealed that the highest percentage of pipelines rated at 4 and 5 included VCPs constructed prior to 1960. The CCTV data was to be reviewed for identification and prioritization of condition related projects.

Evaluation of the City's three (3) lift stations is scheduled and conducted on a routine basis. Routine maintenance matters are addressed by City crews. Capital improvements are prioritized and scheduled as necessary. The City is currently in design process for replacement of the Briarwood Lift Station.

Several gravity sewer improvement projects identified in the 2009 Sewer Master Plan were eliminated with the 2021 Master Plan due to the updating the hydraulic model. Projects were eliminated due to lower projected sewer loads that were verified from flow monitoring data and due to changes to the future sewer load estimates and connection points. Two (2) existing capacity deficiencies had not yet been addressed and are therefore recommended for improvement. Details of the recommended projects are shown in Table 8-2 of the 2021 Master Plan.

8.5 Capital Improvement Plan

The City's 2021 Master Plan includes a comprehensive list of capacity and condition related CIP projects necessary to optimize the system hydraulics and correct deficiencies. Chapter 9, Capital Improvement Program, of the Master Plan includes a comprehensive list of sewer improvement projects identified based on the health and safety concerns of the system with the intent to minimize the possibility of sewer system overflows. The list of projects was developed based on conducting a hydraulic analysis of the gravity system, performing field visits of the pump stations and siphons, and conducting the inspection and condition assessment of over 80% of the City's gravity sewers.

The CIP projects are summarized in Table 9-1, Capital Improvement Program Projects, and prioritized based on the design criteria, criticality, and the time frame they will be required based on growth projections at the time the Master Plan was completed. Also included are estimated costs to address the capacity and condition projects identified.

Sources of funding for the CIP projects are included in the City's Biennial Operating Budget adopted for 2023-2025 with $1M budgeted for FY 2024-25. It is recommended that the City reevaluate the City's sewer budget to determine if there is sufficient funding for the CIP that was developed as part of the 2021 Sewer Master Plan.

8.6 Conclusions

The following items are recommendations being considered by City staff for incorporation into the City's System Evaluation, Capacity Assurance and Capital Improvement Program:

- Update the City's existing Sewer Design Standard Plans and Specifications such that there is consistency between criteria the standards and the City criteria developed as part of the 2021 Master Plan.

- Reevaluate the City's sewer budget to determine if there is sufficient funding for the CIP that was developed as part of the 2021 Sewer Master Plan.
- Identify and justify the amount (percentage) of the system for condition to be assessed each year;
    - Hold a high level of environmental consequences if vulnerable to collapse, failure, blockage, capacity issues, or other system deficiencies;
    - Which are located in or within the vicinity of surface waters, steep terrain, high groundwater elevations, and environmentally sensitive areas;
- Maintain documents and recordkeeping of system evaluation and condition assessment inspections and activities.

Chapter 9 - Monitoring, Measurement and Program Modifications

This chapter of the SSMP discusses the parameters the City will utilize to track and monitor the progress of implementing elements of the SSMP, the effectiveness of the SSMP, and how the City intends to update and revise the SSMP to keep it current.

9.1 Regulatory Requirements for Monitoring, Measurement and Program Modifications

The Order requires the SSMP include an adaptive management section which is to include a description of the process to monitor and evaluate the effectiveness of the SSMP and the methods to continually improve the process based on the evaluation process. It requires the City document the planning and implementation of the SSMP elements and the regular review of the SSMP to assure the programs remain relevant and current. The SSMP must include the following:

- *Process to maintain relevant information, including audit findings, to establish and prioritize appropriate SSMP activities;*
- *Process to monitor the implementation and measure the effectiveness of each SSMP element;*
- *Process to assess the success of the preventive operation and maintenance activities;*
- *Process to update the SSMP procedures and activities, as appropriate, based on results of monitoring and performance evaluations; and*
- *Process to identify and illustrate spill trends, including spill frequency, locations and estimated volumes.*

9.2 Discussion on Monitoring, Measurement and Program Modifications

To date, the City has effectively managed and maintained information pertaining to the wastewater infrastructure by means of manually documenting preventive maintenance activities and documenting notifications received regarding potential and actual SSO occurrences. The City has tracked performance measures through logs and reports including, but not limited to, the length of pipe cleaned and televised, the quantity, cause and location of stoppages, SSOs, and the scheduled maintenance of HFMLs. The City will continue to monitor the performance measures it currently tracks.

To address the components listed in Section 9.1 and as required by the WDRs, the following subsections provide a summary of the procedures implemented to properly monitor program progress and implement necessary modifications.

9.2.1 Process to Maintain Relevant Information to Establish and Prioritize Appropriate SSMP Activities

Development of the City's 2021 Master Plan included updating the City's GIS to incorporate current and relevant data pertaining to the City's wastewater system assets including recently constructed or replaced sewer mains. Additionally, CCTV inspections were performed for approximately 81 percent of the system to document the condition of the system assets to facilitate assessment, identification and prioritization of necessary O&M activities.

9.2.2 Routine Cleaning and Inspection

To date, the City has managed and maintained information pertaining to the wastewater infrastructure by means of manually recording preventive maintenance activities. The City uses CityWorks to document notifications received by residents regarding potential and actual SSO occurrences. The City documents performance measures through logs and reports including, but not limited to, the length of pipe cleaned and televised, the quantity, cause and location of stoppages and SSOs, and the scheduled maintenance of high frequency maintenance locations. Documentation of routine cleaning and inspection of the collection system, including the hotspots, is performed manually and a hard copy of the logs are filed in a cabinet at the City offices. Previously recommended is that operation and maintenance activities be recorded electronically to facilitate access to the data for ease of tracking and reporting.

9.2.3 Maintenance Records for Sewer Lift Stations

Records documenting the maintenance activities of the City's sewer lift stations are tracked using hard copy logs and physical copies are filed at the City offices. Previously recommended was that a detailed check list be created for the routine inspections to identify the type of work completed during each inspection.

9.2.4 Food Service Establishment (FSE) Inspections

Annual FSE inspections are tracked in an up-to date excel database.

9.2.5 SSMP Audit

The City conducted an audit in 2021 of the 2016 SSMP. The audit included a review of the SSMP elements and recommendations were provided.

9.2.6 Sanitary Sewer Overflows (SSO)

SSO report information is maintained on the California Integrated Water Quality System (CIWQS) website and SSO locations are logged in an excel spreadsheet and mapped using the sewer GIS.

9.3 Summary of Recommendations

To address the components listed in Section 9.1 above. and as required by the General Order, the procedures implemented to properly monitor program progress and implement necessary modifications must be documented. Therefore, the City developed the following to be included in the SSMP:

9.3.1 Process to Monitor the Implementation and Measure the Effectiveness of Each SSMP Element

Recommendations, which remain applicable, to monitor and document the implementation and effectiveness of the SSMP elements, include the following:

Goals: Review goals annually to assure they remain current and aligned with the City's objectives and update as deemed necessary.

Organization: Review organization chart annually and update as necessary to confirm the appropriate organizational staff are identified and their responsibilities are understood for implementing the SSMP.

Legal Authority: Review the BMC annually and update as necessary. Consult engineering and maintenance staff to determine if any problems occurred due to inadequate legal authority in relation to the sewer system, Spills, FOG, etc.

Operation and Maintenance Program: The City's engineering and maintenance staff will coordinate and review the wastewater and storm drain GIS data and maps biannually or annually to identify and correct discrepancies and / or implement updates to the data including new facilities and/or rehabilitation and replacement of facilities.

Records that document the routine cleaning, inspection, hotspot cleaning and frequency, and lift station maintenance will be reviewed quarterly to ensure preventative maintenance goals are being met. As necessary, the routine cleaning and pipe and lift station inspection schedules will be reprioritized to ensure the target goals are being met. Target goals will also be reviewed and revised such that the City's O&M time is focused on the priorities and efforts optimized.

Training schedules/records and the type of training will be tracked and reviewed annually to ensure that the City's maintenance staff have the appropriate training including awareness and understanding of the General Order, electronic CIWQS reporting procedures, estimation of spill volume, O&M processes, procedures and activities associated with sewer system maintenance, and spill response and reporting.

Design and Performance Provisions: The City's Design Standards for Sewer Facilities will be reviewed annually to determine if updates were implemented.

Sewer Emergency Response Plan (SERP): After each spill event, the City evaluates the effectiveness of the OERP and implements any improvements to its plan. The City's maintenance staff that respond to the spills are consulted to identify recommendations that would improve the response procedures. The City's OERP will be reviewed annually, at a minimum.

Sewer Pipe Blockage Control Program: Title 13, Chapter 13, is specific to the City's sewer system with the intended purpose of facilitating the maximum beneficial public use of the sanitary sewer system while also attempting to prevent blockages of those sanitary sewer systems as a result of prohibited discharges, including FOG. Article V, Fats, Oils and Grease Disposal, includes the City's established regulations as they pertain to the disposal of FOG into the collection system and specifies appropriate FOG disposal requirements for food facilities to protect the public health and safety. The City BMC is regularly reviewed to determine if updates were implemented and whether the updates are to be incorporated into the O&M Program.

The FSE inspector will be consulted to identify any recommendations that would help reduce the amount of FOG that enters the City's sewer system. The FSE inspection history is reviewed annually to ensure that the inspection goals are being met.

Additionally, information pertaining to the HFMLs, including cleaning records and frequencies and CCTV inspection information will be reviewed to determine whether structural improvements to the system may eliminate issues causing the need for the frequent

maintenance. Such improvements will be coordinated and prioritized with the engineering team.

System Evaluation, Capacity Assurance, and Capital Improvements: The City will update its capacity analysis when significant changes in sewer loads have occurred or are predicted to occur (i.e. future development or redevelopment). Impacts on the collection system will be documented and capacity improvements prioritized as necessary.

Internal Audits: The City retains the SSMP Audit reports on file at the City's Department of Public Works Office and/or has included them in the SSMP document as an appendix for future reference. At a minimum, internal audits of the SSMP will be conducted in compliance with the most current General Order.

Communication Program: The City's efforts to communicate, educate, inform and engage the public's support and participation in the proper utilization of the City's sanitary sewer system, and comply with the General Order requirements will continue. The City will document procedures for notifying the public and affected agencies of potential and/or actual spills that may result in closures of public areas or that enter a source of drinking water. The program will be reviewed annually to ensure goals are met, determine if updates to the program are required and/or if additional outreach is necessary.

9.3.2 Process to Assess the Success of Preventive Operation and Maintenance Activities

Appendix F includes the City's Performance Measure Indicators (PMIs) developed to monitor and measure the effectiveness of the Preventative Operation and Maintenance Program. The PMIs include the following:

- Total number of overflows in each year
- Total number of overflows equal to or greater than 1,000 gallons discharged or reaching the Waters of the United States in each year
- Overflow response time for each event
- Reduction of repeated incidents of overflow at the same location
- Reduction in number of overflows caused by flows exceeding the capacity of the collection system

9.3.3 Process to Update the SSMP Procedures and Activities Based on Results of Monitoring and Performance Evaluations

In compliance with the General Order, audits of the SSMP will be conducted every six (6) years and serve to measure and document implementation and effectiveness of the SSMP. Based on the findings of the audits, the City will develop, document and/or modify procedures and activities for each of the SSMP elements, as applicable, to improve program and system performance.

To document the revisions / updates needed to be incorporated into the SSMP update, the City included a Change Log in this SSMP document entitled "Change Log" and will be used for tracking of the modifications required. The items noted in the "Change Log" are to be incorporated into the SSMP document at the time

the City conducts its next SSMP update. Records of all SSMP element reviews will be saved and revisions incorporated into the SSMP document such that the information is documented and available for the following SSMP Audit or SSMP Update.

Included in Appendix H is a tracking log developed to monitor progress of the elements of the City's SSMP. The tracking log is intended to serve as a plan and schedule to maintain the SSMP updated and in compliance with the current Order. Responsible parties and target completion dates are noted. As the elements are created and updated, the information will be noted in the Change Log to be incorporated in the subsequent audits and document update.

9.3.4 Process to Identify and Illustrate Spill Trends, Including Spill Frequency, Locations and Estimated Volumes

The General Order includes specific notification and reporting requirements according to spill category. The City process to identify and illustrate SSO trends, including frequency, location, and estimated volumes is to document the information using GIS technology. This allows the City to retrieve information by SSO date, location and cause. Additionally, the GIS allows for illustration of this information in figures.

Chapter 10 - Internal Audits

This chapter of the SSMP discusses the City's SSMP Auditing Program.

10.1 Regulatory Requirements for SSMP Program Audits

The Order requires the SSMP include internal audit procedures for the City to conduct periodic internal audits, appropriate to the size of the system and the number of spills and include operations staff. The current Order requires that at a minimum, these audits must occur every three (3) years and a report must be prepared and kept on file. Per the Order, at a minimum, the audit will document the following:

- *Findings of the evaluation of the implementation and effectiveness of the SSMP in preventing spills;*
- *Compliance with the General Order;*
- *SSMP deficiencies in addressing on-going spills and discharges to waters of the State;*
- *Necessary modifications to the SSMP to correct deficiencies.*

Additionally, the City must submit a complete audit report that includes the following:

- *Audit findings and recommended corrective actions;*
- *A statement that sewer system operators' input on the audit findings were considered; and*
- *A proposed schedule to address the deficiencies.*

The designated LRO will submit the audit report into the online CIWQS Sanitary Sewer System Database per the requirements in Section 3.10 of Attachment E1 of the General Order.

10.2 Discussion on Internal Auditing Program

The City completed its audit of the SSMP in January 2025 to meet the requirements of General Order WQ 2022-0103-DWQ. Included in Appendix G are copies of the previous two completed audits.

10.2.1 Findings of the Evaluation of the Implementation and Effectiveness of the SSMP in Preventing Spills

In compliance with 2022-0103-DWQ, the City completed an audit in January 2025. The audit report includes a summary of the evaluation conducted for each of the eleven (11) elements in accordance with the most current Order. Recommendations were included where applicable.

10.2.2 Compliance with the General Order

With the completion of January 2015 audit and development of a plan to implement recommendations developed through the audit process, the City met the requirements of Order WQ 2022-0103-DWQ for this element. Additionally, this will allow the City to prepare for and adequately address necessary changes to be incorporated into the updated SSMP.

10.3.3 SSMP Deficiencies in Addressing On-Going Spills and Discharges to Waters of the State

Overall, based on information provided and the number of the spills noted during the audit, the City continues to proactively maintain the collection system using the overall program for managing the sewer systems is effective and operates at a high level of performance.

10.3.4 Necessary Modifications to the SSMP to Correct Deficiencies

The City is committed to maintaining compliance with the most current Order and has developed a comprehensive summary of the modifications to be implemented. Recommendations for modifications were developed during the audit process to address deficiencies in each element to achieve compliance with Order WQ 2022-0103-DWQ.

10.4 Conclusions

The following audit records will be maintained:

- Completed audit documents and findings.
- Follow-up actions based on audit findings.

Chapter 11 - Communication Program

A good communications program can serve to keep the City's constituents informed educated, engage support and participation in the proper utilization of the City's sanitary sewer system, and comply with the General Order requirements. The program can demonstrate the short and long-term benefits of implementing the SSMP by providing effective asset management to the publicly owned system while protecting the health and welfare of all who utilize it.

11.1 Regulatory Requirements for Communication Program

The primary objective of the Communication Program is to increase public awareness of sanitary sewer system issues, to promote a sense of stewardship for the City's system and facilitate its efforts towards the effective and efficient management, operation, and maintenance of the sanitary sewer system. The purpose of this element is to discuss the City's efforts to educate and inform the public and affected agencies regarding the proper use of the City's sanitary sewer system. The SSMP must include procedures to communicate with:

- *The public for:*
  - *Spills and discharges resulting in closures of public areas, or that enter a source of drinking water, and*
  - *The development, implementation, and update of its SSMP, including opportunities for public input to SSMP implementation and updates.*
- *Owners/operators of systems that connect into the City's system, including satellite systems, for:*
  - *System operation, maintenance, and capital improvement-related activities.*

11.2 Discussion on the Communication Program

The following includes a summary of the City's effort to communicate, educate, inform and engage support and participation by the public in the proper utilization of the City's sanitary sewer system, and comply with the General Order requirements.

11.3 City of Brea Official Website

The City's outreach efforts include maintaining a website (Brea, CA - Official Website | Official Website) to inform the public about City activities. The City's website is an effective communication channel for providing alerts and news to the public. The main page of the website provides access to various City departments and includes links to information, agendas for Council meetings, as well as other key information for residents. The City can utilize the website to publish its SSMP, providing the public the opportunity to view and offer input to the City as the SSMP elements are implemented. Additionally, the City can utilize the website to notify the public of significant events including potential and/or actual sewer spills and discharges resulting in closures of public areas, or that enter a source of drinking water, and other activities related to sewer system management.

11.4 City of Brea's FOG Control Program

The public outreach element pertaining to FOG control includes maintaining information on the website to inform the general public of proper FOG disposal methods and educate FSE staff regarding proper management of FOG generated on site. As site inspections are conducted, City staff provides educational materials, access to public service announcement DVD with information on kitchen best management practices (BMPs), they receive mailers with the City's newsletter and are included with outreach efforts associated with the Storm Water Outreach Program.

11.5 Public Meetings

Public meetings to discuss City-related issues are held regularly in the City Council Chambers, located at the Brea Civic & Cultural Center, 1 Civic Center Circle, Brea, CA 92821. The City encourages residents to attend Council meetings to become better informed about how the City works and to learn about various issues. The Council meetings provide the residents and concerned citizens a forum to provide the Council with input on particular programs through the Public Comment session portion of each Council meeting. During the Public Comment session, each person who wishes to address the Council on an item not on the agenda may do so. Copies of the Council Agenda are made readily available to the public on the City's website.

11.6 Contributors to the City of Brea's Wastewater Collection System

Currently, there are no other systems outside of the City's service boundary that connect to the City's system. Undeveloped land that could be developed in the future and contribute sewage to the existing system is located within the Sphere of Influence (SOI) outside the City boundary and within the Carbon Canyon Sewershed. The SOI extends from the City's northern boundary to the Los Angeles County boundary to the north and the San Bernardino County boundary and City of Yorba Linda boundary to the east and southeast. The City may expand to incorporate the SOI by annexation; however, there are no near-term plans for development.

11.7 Conclusions

The City has identified the following revisions / updates:

- Maintain the SSMP available for public review at the City office(s) and facilities and made available to the public through its website.
- Document procedures providing opportunities for public input to SSMP element implementation and updates.
- Document procedures to communicate the actual or potential occurrence of a spill and/or actual or potential discharges resulting in closures to public areas.
- Document procedures to communicate the actual or potential occurrence of a spill and/or actual or potential discharges entering a source of drinking water.

Appendix A: Waste Discharge Requirements (Order No. 2022-0103-DWQ)

STATE WATER RESOURCES CONTROL BOARD
1001 I Street, Sacramento, California 95814
ORDER WQ 2022-0103-DWQ

STATEWIDE WASTE DISCHARGE REQUIREMENTS

GENERAL ORDER FOR SANITARY SEWER SYSTEMS

This Order was adopted by the State Water Resources Control Board on December 6, 2022.
This Order shall become effective **180 days after the Adoption Date of this General Order,** on June 5, 2023. The Enrollee shall comply with the requirements of this Order upon the Effective Date of this General Order.

This General Order does not convey any property rights of any sort or any exclusive privileges. The requirements prescribed herein do not authorize the commission of any act causing injury to persons or property, protect the Enrollee from liability under federal, state, or local laws, nor create a vested right for the Enrollee to continue the discharge of waste.

CERTIFICATION

I, Jeanine Townsend, Clerk to the Board, do hereby certify that this Order with all attachments is a full, true, and correct copy of the Order adopted by the State Water Board on December 6, 2022.

AYE:	Chair E. Joaquin Esquivel Vice Chair Dorene D'Adamo Board Member Sean Maguire Board Member Laurel Firestone Board Member Nichole Morgan
NAY:	None
ABSENT:	None
ABSTAIN:	None

Courtney Tyler for
Jeanine Townsend
Clerk to the Board

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1. INTRODUCTION

This General Order regulates sanitary sewer systems designed to convey sewage. For the purpose of this Order, a sanitary sewer system includes, but is not limited to, pipes, valves, pump stations, manholes, siphons, wet wells, diversion structures and/or other pertinent infrastructure, upstream of a wastewater treatment plant headworks. A sanitary sewer system includes:

- Laterals owned and/or operated by the Enrollee;
- Satellite sewer systems; and/or
- Temporary conveyance and storage facilities, including but not limited to temporary piping, vaults, construction trenches, wet wells, impoundments, tanks and diversion structures.

Sewage is untreated or partially treated domestic, municipal, commercial and/or industrial waste (including sewage sludge), and any mixture of these wastes with inflow or infiltration of stormwater or groundwater, conveyed in a sanitary sewer system. Sewage contains high levels of suspended solids, non-digested organic waste, pathogenic bacteria, viruses, toxic pollutants, nutrients, oxygen-demanding organic compounds, oils, grease, pharmaceuticals, and other harmful pollutants.

For the purpose of this General Order, a spill is a discharge of sewage from any portion of a sanitary sewer system due to a sanitary sewer system overflow, operational failure, and/or infrastructure failure. Sewage and its associated wastewater spilled from a sanitary sewer system may threaten public health, beneficial uses of waters of the State, and the environment.

This General Order serves as statewide waste discharge requirements and supersedes the previous State Water Resources Control Board (State Water Board) Order 2006-0003-DWQ and amendments thereafter. All sections and attachments of this General Order are enforceable by the State Water Board and Regional Water Quality Control Boards (Regional Water Boards). Through this General Order, the State Water Board requires an Enrollee to:

- Comply with federal and state prohibitions of discharge of sewage to waters of the State, including federal waters of the United States;
- Comply with specifications, and notification, monitoring, reporting and recordkeeping requirements in this General Order that implement the federal Clean Water Act, the California Water Code (Water Code), water quality control plans (including Regional Water Board Basin Plans) and policies;
- Proactively operate and maintain resilient sanitary sewer systems to prevent spills;
- Eliminate discharges of sewage to waters of the State through effective implementation of a Sewer System Management Plan;
- Monitor, track, and analyze spills for ongoing system-specific performance improvements; and
- Report noncompliance with this General Order per reporting requirements.

An Enrollee is a public, private, or other non-governmental entity that has obtained approval for regulatory coverage under this General Order, including:

- A state agency, municipality, special district, or other public entity that owns and/or operates one or more sanitary sewer systems:
  - greater than one (1) mile in length (each individual sanitary sewer system);
  - one (1) mile or less in length where the State Water Board or a Regional Water Board requires regulatory coverage under this Order; or
- A federal agency, private company, or other non-governmental entity that owns and/or operates a sanitary sewer system of any size where the State Water Board or a Regional Water Board requires regulatory coverage under this Order in response to a history of spills, proximity to surface water, or other factors supporting regulatory coverage.

For the purpose of this Order, a sanitary sewer system includes only systems owned and/or operated by the Enrollee.

2. REGULATORY COVERAGE AND APPLICATION REQUIREMENTS

2.1. Requirements for Continuation of Existing Regulatory Coverage

To continue regulatory coverage from previous Order 2006-0003-DWQ under this General Order, **within the 60-days-prior-to the Effective Date of this General Order**, the Legally Responsible Official of an existing Enrollee shall electronically certify the Continuation of Existing Regulatory Coverage form in the online California Integrated Water Quality System (CIWQS) Sanitary Sewer System Database. The Legally Responsible Official will receive an automated CIWQS-issued Notice of Applicability email, confirming continuation of regulatory coverage under this General Order. All regulatory coverage under previous Order 2006-0003-DWQ will cease on the Effective Date of this Order.

An Enrollee continuing existing regulatory coverage is not required to submit a new application package or pay an application fee for enrollment under this General Order. The annual fee due date for continued regulatory coverage from previous Order 2006-0003-DWQ to this General Order remains unchanged.

A previous Enrollee of Order 2006-0003-DWQ that fails to certify the Continuation of Existing Regulatory Coverage form in the online CIWQS database by the Effective Date of this Order is considered a New Applicant, and will not have regulatory coverage for its sanitary sewer system(s) until:

- A new application package for system(s) enrollment is submitted per section 2.2 (Requirements for New Regulatory Coverage) below; and
- The new application package is approved per section 2.2.2 (Approval of Application Package (For New Applicants Only)).

2.2. Requirements for New Regulatory Coverage

No later than 60 days prior to commencing and/or assuming operation and maintenance responsibilities of a sanitary sewer system, a duly authorized representative that

maintains legal authority over the public or private sanitary sewer system is required to enroll under this General Order by submitting a complete application package as specified below and as provided in Attachment B (Application for Enrollment Form) of this General Order.

Unless required by a Regional Water Board, a public agency that owns a combined sewer system subject to the Combined Sewer Overflow Control Policy (33 U.S. Code § 1342(q)), is not required to enroll, under this Order, the portions of its sanitary sewer system(s) that collects combined sanitary wastewater and stormwater.

2.2.1. Application Package Requirements

The Application for Enrollment package for new applicants must include the following items:

- **Application for Enrollment Form**. The form in Attachment B of this General Order must be completed, signed, and certified by a Legally Responsible Official, in accordance with section 5.1 (Designation of a Legally Responsible Official) of this General Order. If an electronic Application for Enrollment form is available at the time of application, a new applicant shall submit its application form electronically; and
- **Application Fee**. A fee payable to the "State Water Resources Control Board" in accordance with the Fee Schedule in the California Code of Regulations, Title 23, section 2200, or subsequent fee regulations updates.

  The application fee for this General Order is based on the sanitary sewer system's threat to water quality and complexity designations of category 2C or 3C, which is assigned based on the population served by the system. The current Fee Schedule for sanitary sewer systems is listed under subdivision (a)(2) at the following website: Fee Schedule (https://www.waterboards.ca.gov/resources/fees/water_quality/).

2.2.2. Approval of Application Package (For New Applicants Only)

The Deputy Director of the State Water Board, Division of Water Quality (Deputy Director) will consider approval of each complete Application for Enrollment package. The Deputy Director will issue a Notice of Applicability letter which serves as approved regulatory coverage for the new Enrollee.

If the submitted application package is not complete in accordance with section 2.2.1 (Application Package Requirements) of this General Order, the Deputy Director will send a response letter to the applicant outlining the application deficiencies. The applicant will have 60 days from the date of the response letter to correct the application deficiencies and submit the identified items necessary to complete the application package to the State Water Board.

2.2.3. Electronic Reporting Account for New Enrollee

Within 30 days after the date of the Approval of Complete Application Package for System Enrollment, a duly authorized representative for the Enrollee shall obtain a CIWQS Sanitary Sewer System Database user account by clicking the "User Registration" button and following the directions on the CIWQS Login Page

(https://ciwqs.waterboards.ca.gov). If additional assistance is needed to establish an online CIWQS user account, contact State Water Board staff by email at CIWQS@waterboards.ca.gov. The online user account will provide the Enrollee secure access to the online CIWQS database for electronic reporting.

2.3. Regulatory Coverage Transfer

Regulatory coverage under this General Order is not transferable to any person or party except after an existing Enrollee submits a written request for a regulatory coverage transfer to the Deputy Director, at least 60 days in advance of any proposed system ownership transfer. The written request must include a written agreement between the existing Enrollee and the new Enrollee containing:

- Acknowledgement that the transfer of ownership is solely of an existing system with an existing waste discharge identification (WDID) number;
- The specific ownership transfer date in which the responsibility and regulatory coverage transfer between the existing Enrollee and the new Enrollee becomes effective; and
- Acknowledgement that the existing Enrollee is liable for violations occurring up to the ownership transfer date and that the new Enrollee is liable for violations occurring on and after the ownership transfer date.

The Deputy Director will consider approval of the written request. If approved, the Deputy Director will issue a Notice of Applicability letter which serves as an approved transfer of regulatory coverage to the new Enrollee.

3. FINDINGS

3.1. Legal Authorities

3.1.1. Federal and State Regulatory Authority

The objective of the Clean Water Act is to restore and maintain the chemical, physical, and biological integrity of the waters of the United States (33 U.S.C. 1251). The Water Code authorizes the State Water Board to implement the Clean Water Act in the State and to protect the quality of all waters of the State (Water Code sections 13000 and 13160).

3.1.2. Discharge of Sewage

A discharge of untreated or partially treated sewage is a discharge of waste as defined in Water Code section 13050(d) that could affect the quality of waters of the State and is subject to regulation by waste discharge requirements issued pursuant to Water Code section 13263 and Chapter 9, Division 3, Title 23 of the California Code of Regulations. A discharge of sewage may pollute and alter the quality of the waters of the State to a degree that unreasonably affects the beneficial uses of the receiving water body or facilities that serve those beneficial uses (Water Code section 13050(l)(1)).

3.1.3 Water Boards Authority to Require Technical Reports, Monitoring, and Reporting

Water Code sections 13267 and 13383 authorize the Regional Water Boards and the State Water Board to establish monitoring, inspection, entry, reporting, and recordkeeping requirements. Water Code section 13267(b), authorizes the Regional Water Boards to "require any person who has discharged, discharges, or is suspected of having discharged or discharging, or who proposes to discharge waste within its region… or is suspected of having discharged or discharging, or who proposes to discharge, waste outside of its region that could affect the quality of water within its region shall furnish, under penalty of perjury, technical or monitoring reports which the regional board requires…In requiring those reports, the regional board shall provide the person with a written explanation with regard to the need for the reports and shall identify the evidence that supports requiring that person to provide the reports." Water Code section 13267(f) authorizes the State Water Board to require this information if it consults with the Regional Water Boards and determines that it will not duplicate the efforts of the Regional Water Boards. The State Water Board has consulted with the Regional Water Boards and made this determination.

The technical and monitoring reports required by this General Order and Attachment E (Notification, Monitoring, Reporting and Recordkeeping Requirements) are necessary to evaluate and ensure compliance with this General Order. The effort to develop required technical reports will vary depending on the system size and complexity and the needs of the specific technical report. The burden and cost of these reports are reasonable and consistent with the interest of the state in protecting water quality, which is the primary purpose of requiring the reports.

Water Code section 13383(a) authorizes the Water Boards to "establish monitoring, inspection, entry, reporting, and recordkeeping requirements… for any person who discharges, or proposes to discharge, to navigable waters, any person who introduces pollutants into a publicly owned treatment works, any person who owns or operates, or proposes to own or operate, a publicly owned treatment works or other treatment works treating domestic sewage, or any person who uses or disposes, or proposes to use or dispose, of sewage sludge." Section 13383(b) continues, "the state board or the regional boards may require any person subject to this section to establish and maintain monitoring equipment or methods, including, where appropriate, biological monitoring methods, sample effluent as prescribed, and provide other information as may be reasonably required."

Reporting of spills from privately owned sewer laterals and systems pursuant to section 5.15 (Voluntary Reporting of Spills from Privately-Owned Sewer Laterals and/or Private Sanitary Sewer Systems) of this General Order is authorized by Water Code section 13225(c) and encouraged by the State Water Board, wherein a local agency may investigate and report on any technical factors involved in water quality control provided the burden including costs of such reports bears a reasonable relationship to the need for the report and the benefits to be obtained therefrom. The burden of reporting private spills under section 5.15 (Voluntary Reporting of Spills from Privately-Owned Sewer Laterals and/or Private Sanitary Sewer Systems) is minimal and is outweighed by the benefit of providing Regional Water Boards an opportunity to respond to these spills

when an Enrollee, which in many cases has a contractual relationship with the owner of the private system, has knowledge of the spills.

3.1.4. Water Board Authority to Prescribe General Waste Discharge Requirements

Water Code section 13263(i) provides that the State Water Board may prescribe general waste discharge requirements for a category of discharges if the State Water Board finds or determines that:

- The discharges are produced by the same or similar operations;
- The discharges involve the same or similar types of waste;
- The discharges require the same or similar treatment standards; and
- The discharges are more appropriately regulated under general waste discharge requirements than individual waste discharge requirements.

Since 2006, the State Water Board has been regulating over 1,100 publicly owned sanitary sewer systems (See section 3.1.5 (Previous Statewide General Waste Discharge Requirements) of this General Order). California also has a large unknown number of unregulated privately owned sanitary sewer systems. All waste conveyed in publicly owned and privately owned sanitary sewer systems (as defined in this General Order) is comprised of untreated or partially treated domestic waste and/or industrial waste. Generally, sanitary sewer systems are designed and operated to convey waste by gravity or under pressure; system-specific design elements and system-specific operations do not change the common nature of the waste, the common threat to public health, or the common impacts on water quality. Spills of waste from a sanitary sewer system prior to reaching the ultimate downstream treatment facility are unauthorized and enforceable by the State Water Board and/or a Regional Water Board. Therefore, spills from sanitary sewer systems are more appropriately regulated under general waste discharge requirements.

As specified in Water Code sections 13263(a) and 13241, the implementation of requirements set forth in this Order is for the reasonable protection of past, present, and probable future beneficial uses of water and the prevention of nuisance. The requirements implement the water quality control plans (Basin Plans) for each Regional Water Board and take into account the environmental characteristics of sewer service areas and hydrographic units within the state. Additionally, the State Water Board has considered water quality conditions that could reasonably be achieved through the coordinated control of all factors that affect water quality, costs associated with compliance with these requirements, the need for developing housing within California, and the need to protect sources of drinking water and other water supplies.

3.1.5. Previous Statewide General Waste Discharge Requirements

On May 2, 2006, the State Water Board adopted Order 2006-0003-DWQ serving as Waste Discharge Requirements pursuant to Article 4, Chapter 4, Division 7 of the Water Code (commencing with section 13260) for inadvertent discharges to waters of the State. Order 2006-0003-DWQ prohibited discharges of untreated or partially treated sewage. Order 2006-0003-DWQ also required system-specific management, operation, and maintenance of publicly owned sewer systems greater than one mile in length.

To decrease the impacts on human health and the environment caused by sewage spills, the previous Order required enrollees to develop a rehabilitation and replacement plan that identifies system deficiencies and prioritizes short-term and long-term rehabilitation actions. The previous Order also required enrollees to:

1. Maintain information that can be used to establish and prioritize appropriate Sewer System Management Plan activities; and
2. Implement a proactive approach to reduce spills.

The previous Order required Sewer System Management Plan elements for "the proper and efficient management, operation, and maintenance of sanitary sewer systems, while taking into consideration risk management."

On July 30, 2013, the State Water Board amended General Order 2006-0003-DWQ with Order WQ 2013-0058-EXEC, Amending Monitoring and Reporting Program for Statewide General Waste Discharge Requirements for Sanitary Sewer Systems.

Many enrollees of Order 2006-0003-DWQ have already implemented proactive measures to reduce sewage spills. Other enrollees, however, still need technical assistance and funding to improve sanitary sewer system operation and maintenance for the reduction of sewage spills.

3.1.6. Existing Memorandum of Agreement with California Water Environment Association

The California Water Environment Association is a nonprofit organization dedicated to providing water industry certifications, training, and networking opportunities. The Association's Technical Certification Program provides accredited sanitary sewer system operator certification for collection system operators and maintenance workers.

On February 10, 2016, the State Water Board entered into a collaborative agreement with the Association titled *Memorandum of Agreement Between the California State Water Resources Control Board and the California Water Environment Association - Training Regarding Requirements Set Forth in Statewide General Waste Discharge Requirements for Sanitary Sewer Systems*. The Memorandum sets forth collaborative training necessary for regulated sanitary sewer system personnel to operate and maintain a well operating system and ensure full compliance with statewide sewer system regulations.

On March 15, 2018, the State Water Board and the California Water Environment Association amended the existing Memorandum of Agreement to include collaborative outreach and expand training needs associated with further updates to Water Board regulations for sanitary sewer systems. The State Water Board encourages further Agreement updates as necessary to support improved sewer system operations and the professionalism of collection system operators.

3.2. General

3.2.1. Waters of the State

Waters of the State include any surface water or groundwater, including saline waters, within the boundaries of the state as defined in Water Code section 13050(e), and are inclusive of waters of the United States.

3.2.2. Sanitary Sewer System Spill Threats to Public Health and Beneficial Uses

Sewage contains high levels of suspended solids, pathogenic organisms, toxic pollutants, nutrients, oxygen-demanding organic compounds, oil and grease and other pollutants. Sewage spills may cause a public nuisance, particularly when sewage is discharged to areas with high public exposure such as streets and surface waters used for drinking, irrigation, fishing, recreation, or other public consumption or contact uses.

More specifically, sanitary sewer spills may:

- Adversely affect aquatic life and/or threaten water quality when reaching receiving waters;
- Inadvertently release trash, including plastics;
- Impair the recreational use and aesthetic enjoyment of surface waters by polluting surface water or groundwater;
- Threaten public health through direct public exposure to bacteria, viruses, intestinal parasites, and other microorganisms that can cause serious illness such as gastroenteritis, hepatitis, cryptosporidiosis, and giardiasis;
- Negatively impact ecological receptors and biota within surface waters; and
- Cause nuisance including odors, closure of beaches and recreational areas, and property damage.

Sanitary sewer system spills may pollute receiving waters and threaten beneficial uses of surface water and groundwater. Potentially threatened beneficial uses include, but are not limited to the following (with associated acronym representations as included in statewide water quality control plans and Regional Water Boards' Basin Plans):

- Municipal and Domestic Supply (MUN)
- Water Contact Recreation (REC-1) and Non-Contact Water Recreation (REC-2)
- Cold Freshwater Habitat (COLD)
- Warm Freshwater Habitat (WARM)
- Native American Culture (CUL)
- Wildlife Habitat (WILD)
- Rare, Threatened, or Endangered Species (RARE)
- Spawning, Reproduction, and/or Early Development (SPWN)
- Wetland Habitat (WET)
- Agricultural Supply (AGR)
- Estuarine Habitat (EST)

- Commercial and Sport Fishing (COMM)
- Subsistence Fishing (SUB)
- Tribal Tradition and Culture (CUL)
- Tribal Subsistence Fishing (T-SUB)
- Aquaculture (AQUA)
- Marine Habitat (MAR)
- Preservation of Biological Habitats of Special Significance (BIOL)
- Migration of Aquatic Organisms (MIGR)
- Shellfish Harvesting (SHELL)
- Industrial Process Supply (PROC)
- Industrial Service Supply (IND)
- Hydropower Generation (POW)
- Navigation (NAV)
- Flood Peak Attenuation/Flood Water Storage (FLD)
- Water Quality Enhancement (WQE)
- Fresh Water Replenishment (FRSH)
- Groundwater Recharge (GWR)
- Inland Saline Water Habitat (SAL)

3.2.3. Proactive Sanitary Sewer System Management to Eliminate Spill Causes

Finding 3 of the previous Order, 2006-0003-DWQ, states: “Sanitary sewer systems experience periodic failures resulting in discharges that may affect waters of the state. There are many factors (including factors related to geology, design, construction methods and materials, age of the system, population growth, and system operation and maintenance), which affect the likelihood of an SSO [sanitary sewer overflow]. A proactive approach that requires Enrollees to ensure a system-wide operation, maintenance, and management plan is in place will reduce the number and frequency of SSOs within the state. This approach will in turn decrease the risk to human health and the environment caused by SSOs.”

Many spills are preventable through proactive attention on sanitary sewer system management using the best practices and technologies available to address major causes of spills, including but not limited to:

- Blockages from sources including but not limited to:
  - Fats, oils and grease;
  - Tree roots;
  - Rags, wipes and other paper, cloth and plastic products; and
  - Sediment and debris.
- Sewer system damage and exceedance of sewer system hydraulic capacity from identified system-specific environmental, and climate-change impacts, including but not limited to:

  - Sea level rise impacts including flooding, coastal erosion, seawater intrusion, tidal inundation and submerged lands;
  - Increased surface water flows due to higher intensity rain events;
  - Flooding;
  - Wildfires and wildfire induced impacts;
  - Earthquake induced damage;
  - Landslides; and
  - Subsidence.
- Infrastructure deficiencies and failures, including but not limited to:
  - Pump station mechanical failures;
  - System age;
  - Construction material failures;
  - Manhole cover failures;
  - Structural failures; and
  - Lack of proper operation and maintenance.
- Insufficient system capacity (temporary or sustained), due to factors including but not limited to:
  - Excessive and/or increased storm or groundwater inflow/infiltration;
  - Insufficient capacity due to population increase and/or new connections from industrial, commercial and other system users; and
  - Stormwater capture projects utilizing a sanitary sewer system to convey stormwater to treatment facilities for reuse.
- Community impacts, including but not limited to:
  - Power outages;
  - Vandalism; and
  - Contractor-caused or other third party-caused damages.

3.2.4. Underground Sanitary Sewer System Leakage

Portions of some sanitary sewer systems may leak, causing underground exfiltration (exiting) of sewage from the system. Exfiltrated sewage that remains in the underground infrastructure trench and/or the soil matrix, and that does not discharge into waters of the State (surface water or groundwater) may not threaten beneficial uses.

Underground exfiltrated sewage may threaten beneficial uses if discharged to waters of the State. Exfiltrated sewage that discharges to groundwater may impact beneficial uses of groundwater and pollute groundwater supply. Additionally, if in close proximity, exfiltrated sewage may enter into a compromised underground drainage conveyance system that discharges into a water of the United States, or into groundwater that is hydrologically connected to (feeds into) a water of the United States, thus potentially causing: (1) a Clean Water Act violation, (2) threat and impact to beneficial uses, and/or (3) surface water pollution.

3.2.5. Proactive Sanitary Sewer System Management to Reduce Inflow and Infiltration

Excessive inflow (stormwater entering) and infiltration (groundwater seepage entering) to sanitary sewer systems is preventable through proactive sewer system management using the best practices and technologies available. The efficiency of the downstream wastewater treatment processes is dependent on the performance of the sanitary sewer system. When the structural integrity of a sanitary sewer system deteriorates, high volumes of inflow and infiltration can enter the sewer system. High levels of inflow and infiltration increase the hydraulic load on the downstream treatment plant, which can reduce treatment efficiency, lead to bypassing a portion of the treatment process, cause illegal discharge of partially treated effluent, or in extreme situations make biological treatment facilities inoperable (e.g., wash out the biological organisms that treat the waste).

3.3. Water Quality Control Plans, Policies and Resolutions

The nine Regional Water Boards have adopted region-specific water quality control plans (commonly referred to as Basin Plans) that designate beneficial uses, establish water quality objectives, and contain implementation programs and policies to achieve those objectives. The State Water Board has adopted statewide water quality control plans, policies and resolutions establishing statewide water quality objectives, implementation programs and initiatives.

3.3.1. State Water Board Antidegradation Policy

On October 28, 1968, the State Water Board adopted Resolution 68-16, titled Statement of Policy with Respect to Maintaining High Quality of Waters in California, which incorporates the federal antidegradation policy. Resolution 68-16 requires that existing water quality be maintained unless degradation is justified based on specific findings.

The continued prohibition of sewage discharges from sanitary sewer systems into waters of the State aligns with Resolution 68-16. A sewage discharge from sanitary sewers to waters of the State is prohibited by this Order. Therefore, this Order does not allow degradation of waters of the State. In addition, this Order: (1) further expands the existing prohibition of sewage discharges to include waters of the State, in addition to waters of the United States as provided in previous Order 2006-0003-DWQ, and (2) enhances the ability for Water Board enforcement of violations of the established prohibitions.

3.3.2. State Water Board Sources of Drinking Water Policy

On May 19,1988, the State Water Board adopted Resolution 88-63 (amended on February 1, 2006), titled Sources of Drinking Water, establishing state policy that all waters of the State, with certain exceptions, are suitable or potentially suitable for municipal or domestic supply.

3.3.3. State Water Board Cost of Compliance Resolution

On September 24, 2013, the State Water Board adopted Resolution 2013-0029, titled Directing Actions in Response to Efforts by Stakeholders on Reducing Costs of

Compliance While Maintaining Water Quality Protection. Through this resolution, the State Water Board committed to continued stakeholder engagement in identifying and implementing measures to reduce costs of compliance with regulatory orders while maintaining water quality protection and improving regulatory program outcomes.

3.3.4. State Water Board Human Right to Water Resolution

On February 16, 2016, the State Water Board adopted Resolution 2016-0010, titled Adopting the Human Right to Water as a Core Value and Directing its Implementation in Water Board Programs and Activities, addressing the human right to water as a core value and directing Water Board programs to implement requirements to support safe drinking water for all Californians.

On November 16, 2021, the State Water Board adopted Resolution 2021-0050 titled Condemning Racism, Xenophobia, Bigotry, and Racial Injustice, and Strengthening Commitment to Racial Equity, Diversity, Inclusion, Access, and Anti-racism. Among other actions, through Resolution 2021-0050, the State Water Board, in summary as corresponding to this General Order, reaffirms its commitment to its Human Right to Water resolution, upholding that every human being in California deserves safe, clean, affordable, and accessible water for human consumption, cooking, and sanitation purposes. Resolution 2021-0050 provides the State Water Board commitment to:

- Protect public health and beneficial uses of waterbodies in all communities, including communities disproportionately burdened by wastes discharge of waste to land and surface water;
- Restore impaired surface waterbodies and degraded aquifers; and
- Promote multi-benefit water quality projects.

Through Resolution 2021-0050, the State Water Board also commits to expanding implementation of its Climate Change Resolution to address the disproportionate effects of extreme hydrologic conditions and sea-level rise on Black, Indigenous, and people of color communities, prioritizing:

- The right to safe, clean, affordable, and accessible drinking water and sanitation;
- Sustainable management and protection of local groundwater resources;
- Healthy watersheds; and
- Access to surface waterbodies that support subsistence fishing.

On June 7, 2022, the State Water Board adopted a Resolution, titled Authorizing the Executive Director or Designee to Enter into One or More Multi-Year Contracts Up to a Combined Sum of $4,000,000 for a Statewide Wastewater Needs Assessment, supporting the equitable access to sanitation for all Californians and implementation of Resolutions 2016-0010 and 2021-0050.

This General Order supports the State Water Board priority in collecting a comprehensive set of data for California's wastewater systems, including sanitary sewer systems. Data reported per the requirements of this Order will be used with data from other Water Boards' programs, to further develop criteria and create a statewide risk

framework to prioritize critical funding and infrastructure investments for California's most vulnerable populations, including disadvantaged or severely disadvantaged communities with inadequate or failing sanitation systems and threatened access to healthy drinking water supplies.

3.3.5. State Water Board Open Data Resolution

On July 10, 2018, the State Water Board adopted Resolution 2018-0032, titled Adopting Principles of Open Data as a Core Value and Directing Programs and Activities to Implement Strategic Actions to Improve Data Accessibility and Associated Innovation, directing regulatory programs to assure all monitoring and reporting requirements support the State Water Boards' Open Data Initiative.

3.3.6. State Water Board Response to Climate Change

On March 7, 2017, the State Water Board adopted Resolution 2017-0012, titled Comprehensive Response to Climate Change, requiring a proactive response to climate change in all California Water Board actions, with the intent to embed climate change consideration into all programs and activities.

3.4. California Environmental Quality Act

The adoption of this Order is an action to reissue general waste discharge requirements that is exempt from the California Environmental Quality Act (Public Resources Code section 21000 et seq.) because it is an action taken by a regulatory agency to assure the protection of the environment and the regulatory process involves procedures for protection of the environment (Cal. Code Regs., Title 14, section 15308). In addition, the action to adopt this Order is exempt from CEQA pursuant to Cal. Code Regs., Title 14, section 15301, to the extent that it applies to existing sanitary sewer collection systems that constitute "existing facilities" as that term is used in sections 15301 and 15302, to the extent that it results in the repair or replacement of existing systems involving negligible or no expansion of capacity.

3.5. State Water Board Funding Assistance for Compliance with Water Board Water Quality Orders

The State Water Board, Division of Financial Assistance administers the implementation of the State Water Board financial assistance programs, per Board-adopted funding policies. Among other funding areas, the Division administers loan and grant funding for the planning and construction of wastewater and water recycling facilities per funding program-specific policies and guidelines. Applicants may apply for Clean Water State Revolving Fund low-interest loan, Small Community Wastewater grant funding assistance, and other funding available at the time of application, for some of the costs associated with complying with this General Order.

Funding applicants may obtain further information regarding current funding opportunities, and Division of Financial Assistance staff contact information at the following website: Financial Assistance Funding - Grants and Loans | California State Water Resources Control Board.
(https://www.waterboards.ca.gov/water_issues/programs/grants_loans/)

Section 13477.6 of the Water Code authorizes the Small Community Grant Fund. The Small Community Grant Fund allows the State Water Board to provide grant funding assistance to small, disadvantaged communities and small severely disadvantaged communities that may not otherwise be able to afford a loan or similar financing for projects to comply with requirements of this General Order. The State Water Board also considers loan forgiveness on a disadvantaged community-specific basis.

For disadvantaged communities' wastewater needs, the State Water Board places priority on the funding of projects that address:

- Public health;
- Violations of waste discharge requirements and National Pollutant Discharge Elimination System (NPDES) permits;
- Providing sewer system service to existing septic tank owners; and
- High priority public health and water quality concerns identified by a Regional Water Board.

3.6. Notification to Interested Parties

On January 31, 2022, the State Water Board notified interested parties and persons of its intent to reissue Sanitary Sewer Systems General Order 2006-0003-DWQ by issuing a draft General Order for a 60-day public comment period. State Water Board staff conducted extensive stakeholder outreach and encouraged public participation in the adoption process for this General Order. On March 15, 2022, the State Water Board held a public meeting to hear and consider oral public comments. The State Water Board considered all public comments prior to adopting this General Order.

THEREFORE, IT IS HEREBY ORDERED, that pursuant to Water Code sections 13263, 13267, and 13383 this General Order supersedes Order 2006-0003-DWQ, Order WQ 2013-0058-EXEC, and any amendments made to these Orders thereafter, except for enforcement purposes and to meet the provisions contained in Division 7 of the Water Code (commencing with section 13000) and regulations adopted thereunder, and the provisions of the Clean Water Act and regulations and guidelines adopted thereunder, the Enrollee shall comply with the requirements in this Order.

4. PROHIBITIONS

4.1 Discharge of Sewage from a Sanitary Sewer System

Any discharge from a sanitary sewer system that has the potential to discharge to surface waters of the State is prohibited unless it is promptly cleaned up and reported as required in this General Order.

4.2. Discharge of Sewage to Waters of the State

Any discharge from a sanitary sewer system, discharged directly or indirectly through a drainage conveyance system or other route, to waters of the State is prohibited.

4.3. Discharge of Sewage Creating a Nuisance

Any discharge from a sanitary sewer system that creates a nuisance or condition of pollution as defined in Water Code section 13050(m) is prohibited.

5. SPECIFICATIONS

5.1. Designation of a Legally Responsible Official

The Enrollee shall designate a Legally Responsible Official that has authority to ensure the enrolled sanitary sewer system(s) complies with this Order, and is authorized to serve as a duly authorized representative. The Legally Responsible Official must have responsibility over management of the Enrollee's entire sanitary sewer system, and must be authorized to make managerial decisions that govern the operation of the sanitary sewer system, including having the explicit or implicit duty of making major capital improvement recommendations to ensure long-term environmental compliance. The Legally Responsible Official must have or have direct authority over individuals that:

- Possess a recognized degree or certificate related to operations and maintenance of sanitary sewer systems, and/or
- Have professional training and experience related to the management of sanitary sewer systems, demonstrated through extensive knowledge, training and experience.

For example, a sewer system superintendent or manager, an operations manager, a public utilities manager or director, or a district engineer may be designated as a Legally Responsible Official.

The Legally Responsible Official shall complete the electronic CIWQS "User Registration" form (https://ciwqs.waterboards.ca.gov/ciwqs/newUser.jsp). A Legally Responsible Official that represents multiple enrolled systems shall complete the electronic CIWQS "User Registration" form for each system.

The Enrollee shall submit any change to its Legally Responsible Official, and/or change in contact information, to the State Water Board within 30 calendar days of the change by emailing ciwqs@waterboards.ca.gov and copying the appropriate Regional Water Board as provided in Attachment F (Regional Water Quality Control Board Contact Information) of this General Order.

5.2. Sewer System Management Plan Development and Implementation

To facilitate adequate local funding and management of its sanitary sewer system(s), the Enrollee shall develop and implement an updated Sewer System Management Plan. The scale and complexity of the Sewer System Management Plan, and specific elements of the Plan, must match the size, scale and complexity of the Enrollee's sanitary sewer system(s). The Sewer System Management Plan must address, at minimum, the required Plan elements in Attachment D (Sewer System Management Plan – Required Elements) of this General Order. To be effective, the Sewer System Management Plan must include procedures for the management, operation, and maintenance of the sanitary sewer system(s). The procedures must: (1) incorporate the

prioritization of system repairs and maintenance to proactively prevent spills, and (2) address the implementation of current standard industry practices through available equipment, technologies, and strategies.

For an existing Enrollee under Order 2006-0003-DWQ that has certified its Continuation of Existing Regulatory Coverage, per section 2.1 (Requirements for Continuation of Existing Regulatory Coverage) of this General Order:

Within six (6) months of the Adoption Date of this General Order:

- The Legally Responsible Official shall upload the Enrollee's existing Sewer System Management Plan to the online CIWQS Sanitary Sewer System Database.

For a new Enrollee:

Within twelve (12) months of the Application for Enrollment approval date:

- The governing entity of the new Enrollee shall approve its Sewer System Management Plan; and
- The Legally Responsible Official shall certify and upload its Sewer System Management Plan to the online CIWQS Sanitary Sewer System Database.

5.3. Certification of Sewer System Management Plan and Plan Updates

The Legally Responsible Official shall certify and upload its Sewer System Management Plan and all subsequent updates to the online CIWQS Sanitary Sewer System Database.

5.4. Sewer System Management Plan Audits

The Enrollee shall conduct an internal audit of its Sewer System Management Plan, and implementation of its Plan, at a minimum frequency of once every three years. The audit must be conducted for the period after the end of the Enrollee's last required audit period. **Within six months after the end of the required 3-year audit period**, the Legally Responsible Official shall submit an audit report into the online CIWQS Sanitary Sewer System Database per the requirements in section 3.10 (Sewer System Management Plan Audit Reporting Requirements) of Attachment E1 of this General Order.

Audit reports submitted to the CIWQS Sanitary Sewer System Database will be viewable only to Water Boards staff.

The internal audit shall be appropriately scaled to the size of the system(s) and the number of spills. The Enrollee's sewer system operators must be involved in completing the audit. At minimum, the audit must:

- Evaluate the implementation and effectiveness of the Enrollee's Sewer System Management Plan in preventing spills;
- Evaluate the Enrollee's compliance with this General Order;
- Identify Sewer System Management Plan deficiencies in addressing ongoing spills and discharges to waters of the State; and

- Identify necessary modifications to the Sewer System Management Plan to correct deficiencies.

The Enrollee shall submit a complete audit report that includes:

- Audit findings and recommended corrective actions;
- A statement that sewer system operators' input on the audit findings has been considered; and
- A proposed schedule for the Enrollee to address the identified deficiencies.

A new Enrollee of this General Order (that did not have a sanitary sewer system enrolled in the previous State Water Board Order 2006-0003-DWQ) shall conduct its first internal Sewer System Management Plan audit for the time period between the date of submittal of its certified Sewer System Management Plan and the third subsequent December 31st date. The audit report must be submitted into the online CIWQS Sanitary Sewer System Database **by July 1 of the following calendar year**.

See the following tables for clarification:

Initial Audit Period and Audit Due Date for New Enrollees

	Audit Period	Audit Due Date
New Enrollee	Certified Sewer System Management Plan Submittal Date through the third subsequent December 31st date	July 1st date after audit period
Example	*Certified Sewer System Management Plan Submittal Date of August 2, 2025* *Audit Period of August 2, 2025 through December 31, 2027*	*July 1, 2028*

Initial Audit Period for Transition from 2-Year Audit Required in Previous Order 2006-0003-DWQ to 3-Year Audit Required in this General Order

	Audit Period	Audit Due Date
An Enrollee previously regulated by Order 2006-003-DWQ	A 3-year period starting from the end of last required 2-year Audit Period	Within six months after end of 3-year Audit Period
Example	*Last required Audit Period start date of August 2, 2021;* *Audit Period of August 2, 2021 through August 1, 2024*	*February 1, 2025*

Three-Year Ongoing Audit Period

	Audit Period	Audit Due Date
Each Enrollee	A 3-year period starting from the end of last required Audit Period	Within six months after end of 3-year Audit Period

5.5. Six-Year Sewer System Management Plan Update

At a minimum, the Enrollee shall update its Sewer System Management Plan every six (6) years after the date of its last Plan Update due date. (For an Enrollee previously regulated by Order 2006-0003-DWQ, the six-year period shall commence on the due date identified in section 3.11 of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this Order. The Updated Sewer System Management Plan must include:

- Elements required in Attachment D (Sewer System Management Plan – Required Elements) of this Order;
- Summary of revisions included in the Plan update based on internal audit findings; and
- Other sewer system management-related changes.

The Enrollee's governing entity shall approve the updated Plan. The Legally Responsible Official shall upload and certify the approved updated Plan in the online CIWQS Sanitary Sewer System Database in accordance with section 3.11 (Sewer System Management Plan Reporting Requirements) of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order. During the time period in between Plan updates, the Enrollee shall continuously document changes to its Sewer System Management Plan in a change log attached to the Plan.

5.6. System Resilience

The Enrollee shall include and implement system-specific procedures in its Sewer System Management Plan to proactively prioritize: (1) operation and maintenance, (2) condition assessments, and (3) repair and rehabilitation, to address ongoing system resilience, as specified in Attachment D (Sewer System Management Plan – Required Elements) of this General Order.

5.7. Allocation of Resources

The Enrollee shall:

- Establish and maintain a means to manage all necessary revenues and expenditures related to the sanitary sewer system; and
- Allocate the necessary resources to its sewer system management program for:
  - Compliance with this General Order,
  - Full implementation of its updated Sewer System Management Plan,
  - System operation, maintenance, and repair, and
  - Spill responses.

5.8. Designation of Data Submitters

The Legally Responsible Official may designate one or more individuals as a Data Submitter for reporting of spill data. The Legally Responsible Official shall authorize the designation of Data Submitter(s) through the online CIWQS database (https://ciwqs.waterboards.ca.gov) prior to the individuals establishing a CIWQS user account (https://ciwqs.waterboards.ca.gov/ciwqs/newUser.jsp) and entering spill data into the online CIWQS Sanitary Sewer System Database.

The Legally Responsible Official shall submit any change to its Data Submitter(s), and/or change in Data Submitter contact information, to the State Water Board within 30 calendar days of the change, by emailing ciwqs@waterboards.ca.gov and copying the appropriate Regional Water Board as provided in Attachment F (Regional Water Quality Control Board Contact Information) of this General Order.

5.9. Reporting Certification

The Legally Responsible Official shall electronically certify, on the Enrollee's behalf, all applications, reports, the Sewer System Management Plan(s) and corresponding updates, and other information submitted electronically into the online CIWQS Sanitary Sewer System Database, as follows:

"I certify under penalty of perjury under the laws of the State of California that the electronically submitted information was prepared under my direction or supervision. Based on my inquiry of the person(s) directly responsible for gathering the information, to the best of my knowledge and belief, the information submitted is true, accurate, and complete, and complies with the Statewide Sanitary Sewer Systems General Order. I am aware that there are significant penalties for submitting false information."

Hardcopy submittals to the State Water Board must be accompanied by the above certification statement.

5.10. System Capacity

The Enrollee shall maintain the system capacity necessary to convey: (1) base flows during dry weather conditions, and (2) wet weather peak flows consistent with designated local historic storms. Design storms must take into account system-specific stormwater contributions via inflow and infiltration, and location-specific depth of groundwater and storm frequencies. The Enrollee shall implement capital improvements to provide adequate hydraulic capacity to:

- Meet or exceed the design criteria as defined in the Enrollee's System Evaluation and Capacity Assurance element of its Sewer System Management Plan; and
- Prevent system capacity-related spills, and adverse impacts to the treatment efficiency of downstream wastewater treatment facilities.

5.11. System Performance Analysis

The Enrollee shall include a running 10-year system performance analysis in its Annual Report. The analysis must include two CIWQS-generated graphs presenting the following information:

Graph 1 – Total Spill Volume per Year:

X axis: A 10-year period which includes the current calendar year and the nine previous calendar years;

Y axis: The total spill volume, per Spill Category, for each calendar year.

Graph 2 – Total Number of Spills per Year:

X axis: A 10-year period which includes the current calendar year and the nine previous calendar years;

Y axis: The total number of spills, per Spill Category, for each calendar year.

The current calendar year is the calendar year covered in the Annual Report.

The Enrollee shall generate the graphs in CIWQS, using the existing data in the online CIWQS Sanitary Sewer System Database at the following graph generation link: (https://ciwqs.waterboards.ca.gov/ciwqs/readOnly/PublicReportSSOServlet?reportAction=criteria&reportId=sso_operation_report).

5.12. Spill Emergency Response Plan and Remedial Actions

For Existing Enrollees (with regulatory coverage under Order 2006-0003-DWQ):

Within six (6) months of the Adoption Date of this General Order, the Enrollee shall update and implement its Spill Emergency Response Plan, per Attachment D, section 6 (Spill Emergency Response Plan) of this General Order.

For New Enrollees:

Within six (6) months of the Application for Enrollment approval date, the Enrollee shall develop and implement a Spill Emergency Response Plan, per Attachment D, section 6 (Spill Emergency Response Plan) of this General Order.

The Enrollee shall certify, in its Annual Report, that its Spill Emergency Response Plan is up to date.

The Spill Emergency Response Plan shall include measures to protect public health and the environment. The Enrollee shall respond to spills from its system(s) in a timely manner that minimizes water quality impacts and nuisance by:

- Immediately stopping the spill and preventing/minimizing a discharge to waters of the State;
- Intercepting sewage flows to prevent/minimize spill volume discharged into waters of the State;
- Thoroughly recovering, cleaning up and disposing of sewage and wash down water; and
- Cleaning publicly accessible areas while preventing toxic discharges to waters of the State.

5.13. Notification, Monitoring, Reporting and Recordkeeping Requirements

The Enrollee shall comply with notification, monitoring, reporting, and recordkeeping requirements in Attachment E1 of this General Order.

5.13.1. Spill Categories

Individual spill notification, monitoring and reporting must be in accordance with the following spill categories:

- **Category 1 Spill**

  A Category 1 spill is a spill of any volume of sewage from or caused by a sanitary sewer system regulated under this General Order that results in a discharge to:

  - A surface water, including a surface water body that contains no flow or volume of water; or
  - A drainage conveyance system that discharges to surface waters when the sewage is not fully captured and returned to the sanitary sewer system or disposed of properly.

    Any spill volume not recovered from a drainage conveyance system is considered a discharge to surface water, unless the drainage conveyance system discharges to a dedicated stormwater infiltration basin or facility.

A spill from an Enrollee-owned and/or operated lateral that discharges to a surface water is a Category 1 spill; the Enrollee shall report all Category 1 spills per section 3.1 of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

- **Category 2 Spill**

  A Category 2 spill is a spill of 1,000 gallons or greater, from or caused by a sanitary sewer system regulated under this General Order that does not discharge to a surface water.

  A spill of 1,000 gallons or greater that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system, is a Category 2 spill.

- **Category 3 Spill**

  A Category 3 spill is a spill of equal to or greater than 50 gallons and less than 1,000 gallons, from or caused by a sanitary sewer system regulated under this General Order that does not discharge to a surface water.

  A spill of equal to or greater than 50 gallons and less than 1,000 gallons, that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system is a Category 3 spill.

- **Category 4 Spill**

  A Category 4 spill is a spill of less than 50 gallons, from or caused by a sanitary sewer system regulated under this General Order that does not discharge to a surface water.

  A spill of less than 50 gallons that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system is a Category 4 spill.

5.13.2. Annual Report

The Enrollee shall submit an Annual Report (previously termed as Collection System Questionnaire in Order 2006-0003-DWQ) as specified in section 3.9 (Annual Report) of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

For new Enrollees: Within 30 days of obtaining a CIWQS account, a new Enrollee shall submit its initial Annual Report, as specified in section 3.9 (Annual Report) of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

5.14. Electronic Sanitary Sewer System Service Area Boundary Map

For continuing enrollees, starting on July 1, 2025, and no later than December 31, 2025:

For new enrollees – no earlier than July 1, 2025, or within 12 months of the Application for Enrollment approval date, whichever date is later:

The Legally Responsible Official shall submit, to the State Water Board, geospatial data detailing the locations of the Enrollee's sanitary sewer system service area boundary, per the required content and specifications in section 3.8 (Electronic Sanitary Sewer System Service Area Boundary Map) of Attachment E1 of this General Order, for each system identified by a WDID number.

An Enrollee of a disadvantaged community that may need assistance developing an electronic map to comply with this requirement, may contact State Water Board staff for assistance at SanitarySewer@waterboards.ca.gov.

5.15. Voluntary Reporting of Spills from Privately-Owned Sewer Laterals and/or Private Sanitary Sewer Systems

Within 24 hours of becoming aware of a spill (as described below) from a private sewer lateral or private sanitary sewer system that is not owned/operated by the Enrollee, the Enrollee is encouraged to report the following observations to the online CIWQS Sanitary Sewer System Database at the following link: https://ciwqs.waterboards.ca.gov:

- A spill equal or greater than 1,000 gallons that discharges (or has a potential to discharge) to a water of the State, or a drainage conveyance system that discharges to waters of the State; **or**
- Any volume of sewage that discharges (or has a potential to discharge) to surface waters.

In the CIWQS module, the Enrollee is encouraged to identify:

- Time of observation;
- Description of general spill location (for example, street name and cross street names);
- Estimated volume of spill;
- If known, general description of spill destination (for example, flowing into drainage channel, flowing directly into a creek, etc.); and
- If known, name of private system owner/operator.

The CIWQS database will make the name and contact information of the entity voluntarily reporting a private spill, accessible to State and Regional Water Board staff only. The CIWQS database will only make information regarding the actual spill, accessible to the public.

5.16. Voluntary Notification of Spills from Privately-Owned Laterals and/or Systems to the California Office of Emergency Services

Upon observing or acquiring knowledge of any of the following from a private sewer lateral or private sanitary sewer system that is not owned/operated by the Enrollee, the Enrollee is encouraged to notify the California Office of Emergency Services (as provided by Health and Safety Code section 5410 et. seq. and Water Code section 13271), or inform the responsible party that State law requires such notification to the Office of Emergency Services by any person that causes or allows a sewage discharge to waters of the State:

- A spill equal to 1,000 gallons or more that discharges (or has a potential to discharge) to waters of the State, or a drainage conveyance system that discharges to waters of the State; or
- A spill of any volume to surface waters.

5.17. Unintended Failure to Report

If an Enrollee becomes aware that they unintentionally failed to submit relevant facts in any report required in this General Order, the Enrollee shall promptly notify Regional Water Board and State Water Board staff. Regional Water Board contact information is included in Attachment F of this Order. State Water Board staff shall be contacted by email at SanitarySewer@waterboards.ca.gov for assistance in formally amending the corresponding report(s) in the online CIWQS Sanitary Sewer System Database.

5.18. Duty to Report to Water Boards

In accordance with Water Code section 13267 and/or section 13383, upon request by the State Water Board Executive Director (or designee) or a Regional Water Board Executive Officer (or designee), the Enrollee shall provide the requested information which the State or Regional Water Board deems necessary to determine compliance with this General Order.

5.19. Operation and Maintenance

To prevent discharges to the environment, the Enrollee shall maintain in good working order, and operate as designed, any facility or treatment and control system designed to contain sewage and convey it to a treatment plant.

6. PROVISIONS

6.1. Enforcement Provisions

The following enforcement provisions are based on existing federal and state regulations, laws and policies, including the federal Clean Water Act, the state Water Code and the State Water Board Enforcement Policy.

6.1.1. Enforceability of Clean Water Act and Water Code Violations

Noncompliance with requirements of this General Order or discharging sewage without enrolling in this General Order constitutes a violation of the Water Code and a potential

violation of the Clean Water Act and is grounds for an enforcement action by the State Water Board or the applicable Regional Water Board. Failure to comply with the notification, monitoring, inspection, entry, reporting, and recordkeeping requirements may subject the Enrollee to administrative civil liabilities of up to $10,000 a day per violation pursuant to Water Code section 13385; up to $1,000 a day per violation pursuant to Water Code section 13268; or referral to the Attorney General for judicial civil enforcement. Discharging waste not in compliance with the requirements of this General Order or the Clean Water Act may subject the Enrollee to administrative civil liabilities up to $10,000 a day per violation and additional liability up to $10 per gallon of discharge not cleaned up after the first 1,000 gallons of discharge; up to $5,000 a day per violation pursuant to Water Code section 13350 or up to $20 per gallon of waste discharged; or referral to the Attorney General for judicial civil enforcement.

6.1.2. Monetary Penalties

The Water Code provides the State and Regional Water Boards the authority to pursue formal enforcement actions, including imposing administrative liability and civil monetary penalties, for non-compliance with the requirements of this General Order and violations of the Clean Water Act.

6.1.3. Falsifying or Failure to Report

The Water Code provides that any person failing or refusing to furnish technical or monitoring program reports, as required under this General Order, or falsifying any information provided in the technical or monitoring reports is subject to administrative liability and civil monetary penalties. Any person who knowingly fails or refuses to furnish technical or monitoring program reports or falsifies any information provided in reports required by this General Order is subject to criminal penalties.

6.1.4. Severability of General Order

The provisions of this General Order are severable; if any provision of this Order, or the application of any provision of this Order to any circumstance, is held invalid, the application of such provision to other circumstances and the remainder of this Order shall not be affected thereby.

6.1.5. Indirect Discharges

In the event that a spill enters into a drainage conveyance system, the Enrollee shall take all feasible steps to prevent discharge of sewage into waters of the State by blocking or redirecting the flow in the drainage conveyance system, removing the sewage from the drainage conveyance system, and cleaning the system in a manner that does not inadvertently impact beneficial uses of the receiving water body.

6.1.6. Water Boards' Considerations for Discretionary Enforcement

Consistent with the State Water Board Enforcement Policy, when considering Water Code section 13327 factors, the State Water Board or a Regional Water Board may consider the Enrollee's efforts to contain, control, clean up, and mitigate spills. In assessing the factors, the State Water Board or the applicable Regional Water Board will consider:

- The Enrollee's compliance with this General Order with a focus on compliance with reporting requirements;
- The Enrollee's provision of adequate funding to implement the requirements of this General Order;
- The Enrollee's compliance with providing a complete and updated Sewer System Management Plan;
- The Enrollee's compliance with implementing its Sewer System Management Plan;
- The overall effectiveness of the Enrollee's Sewer System Management Plan with respect to:
    - System management, operation, and maintenance,
    - Adequate treatment facilities, sanitary sewer system facilities, and/or components with an appropriate design capacity, to reasonably prevent spills (e.g. adequately enlarging treatment or collection facilities to accommodate growth, infiltration and inflow, etc.),
    - Preventive maintenance (including cleaning, root grinding, and fats, oils, and grease control) and source control measures,
    - Implementation of backup equipment,
    - Inflow and infiltration prevention and control,
    - Appropriate sanitary sewer system capacity to prevent spills, and
    - The Enrollee's responsiveness to stop and mitigate the impact of the discharge;
- The Enrollee's compliance with identifying the cause of the spill;
- The Enrollee's use of available information and observations to accurately estimate the spill volume and identify the affected or potentially affected receiving waters;
- The Enrollee's thoroughness of cleaning up sewage in drainage conveyance systems after the spill(s);
- The Enrollee's use of water quality and biological monitoring and assessment to determine the short-term and long-term impacts to beneficial uses and the environment;
- The Enrollee's follow up actions to improve system performance;
- The Enrollee's implementation of feasible alternatives to prevent spills, such as:
    - Use of temporary storage or waste retention,
    - Reduction of system inflow and infiltration,
    - Collection and hauling of waste to a treatment facility,
    - Prevention of and/ or containment of spills due to a design storm event identified in the Enrollee's Sewer System Management Plan,

- Implementation of available equipment, technologies, strategies, and recommended industry practices for maintaining and managing sewer systems to prevent spills, and contain and eliminate discharges to waters of the State; and

- The spill duration and factors beyond the reasonable control of the Enrollee causing the event.

6.1.7. Enforcement Discretion Based on Reporting Compliance

Consistent with the State Water Board Enforcement Policy, the State Water Board or a Regional Water Board may consider the Enrollee's efforts to comply with spill reporting requirements when determining compliance with Water Code section 13267 and section 13383. When assessing Water Code section 13227 factors, the State Water Board or the applicable Regional Water Board will consider:

- The Enrollee's diligence to comply with all reporting requirements in this General Order;
- The use of best available information for the Enrollee's reporting of spill start date and start time in which the release of sewage from the sanitary sewer system initiated;
- The Enrollee's reporting of spill end date, and end time to be the date and time in which the release of sewage from the sanitary sewer system was stopped;
- The Enrollee's diligence to accurately estimate and report spill volumes;
- The Enrollee's subsequent verification and/or updates to initial Draft Spill Reports in accordance with this General Order; and
- The Enrollee's timely certification of required spill reports.

Consistent with Water Code section 13267 and section 13383, the State Water Board or a Regional Water Board may require an Enrollee to report the results of a condition assessment of a specified portion of the Enrollee's sanitary sewer system.

6.2. Other Regional Water Board Orders

It is the intent of the State Water Board that sanitary sewer systems be regulated in a manner consistent with federal and state regulations. This Order will not be interpreted or applied:

- In a manner inconsistent with the federal Clean Water Act;
- To authorize a spill or discharge that is illegal under either the Clean Water Act, the Water Code, and/or an applicable Basin Plan prohibition or water quality standard;
- To prohibit a Regional Water Board from issuing an individual National Pollutant Discharge Elimination System (NPDES) permit or individual waste discharge requirements superseding an Enrollee's regulatory coverage under this General Order for a sanitary sewer system authorized under the Clean Water Act or Water Code;

- To supersede any more specific or more stringent waste discharge requirements or enforcement orders issued by a Regional Water Board; or
- To supersede any more specific or more stringent state or federal requirements in existing regulation, an administrative/judicial order, or Consent Decree.

6.3. Sewer System Management Plan Availability

The Enrollee's updated Sewer System Management Plan must be maintained for public inspection at the Enrollee's offices and facilities and must be available to the public through CIWQS and/or on the Enrollee's website, in accordance with section 3.8 (Sewer System Management Plan Reporting Requirements) of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

6.4. Entry and Inspection

6.4.1. Entry and Availability of Information

The Enrollee shall allow State and Regional Water Board staff, upon presentation of credentials and other documents as may be required by law, to:

- Enter upon the Enrollee's premises where a regulated facility or activity is located or conducted, or where records are kept under the requirements of this General Order;
- Have access to and reproduce any records required to be maintained by this General Order;
- Inspect any facility and/or equipment (including monitoring and control equipment), practices, or operations required in this General Order; and
- Sample or monitor substances or parameters for assuring compliance with this General Order, or as otherwise authorized by the Water Code.

6.4.2. Pre-Inspection Questionnaire

The Enrollee shall provide pre-inspection information to State and Regional Water Board staff through the completion of a Pre-Inspection Questionnaire provided by Water Board staff.

ATTACHMENT A - DEFINITIONS

Annual Report

An Annual Report (previously termed as Collection System Questionnaire in Order 2006-0003-DWQ) is a mandatory report in which the Enrollee provides a calendar-year update of its efforts to prevent spills.

Basin Plan

A Basin Plan is a water quality control plan specific to a Regional Water Quality Control Board (Regional Water Board), that serves as regulations to: (1) define and designate beneficial uses of surface and groundwaters, (2) establish water quality objectives for protection of beneficial uses, and (3) provide implementation measures.

Beneficial Uses

The term “Beneficial Uses” is a Water Code term, defined as the uses of the waters of the State that may be protected against water quality degradation. Examples of beneficial uses include but are not limited to, municipal, domestic, agricultural and industrial supply; power generation; recreation; aesthetic enjoyment; navigation; and preservation and enhancement of fish, wildlife, and other aquatic resources or preserves.

California Integrated Water Quality System (CIWQS)

CIWQS is the statewide database that provides for mandatory electronic reporting as required in State and Regional Water Board-issued waste discharge requirements.

Data Submitter

A Data Submitter is an individual designated and authorized by the Enrollee’s Legally Responsible Official to enter spill data into the online CIWQS Sanitary Sewer System Database. A Data Submitter does not have the authority of a Legally Responsible Official to certify reporting entered into the online CIWQS Sanitary Sewer System Database.

Disadvantaged Community

A disadvantaged community is a community with a median household income of less than eighty percent (80%) of the statewide annual median household income.

For the purpose of this General Order, there is no differentiation between a small and large disadvantaged community.

Drainage Conveyance System

A drainage conveyance system is a publicly- or privately-owned separate storm sewer system, including but not limited to drainage canals, channels, pipelines, pump stations, detention basins, infiltration basins/facilities, or other facilities constructed to transport stormwater and non-stormwater flows.

Enrollee

An Enrollee is a public, private, or other non-governmental entity that has obtained approval for regulatory coverage under this General Order, including:

- A state agency, municipality, special district, or other public entity that owns and/or operates one or more sanitary sewer systems:
  - greater than one (1) mile in length (each individual sanitary sewer system);
  - one mile or less in length where the State Water Resources Control Board or a Regional Water Quality Control Board requires regulatory coverage under this Order, or
- A federal agency, private company, or other non-governmental entity that owns and/or operates a sanitary sewer system of any size where the State Water Resources Control Board or a Regional Water Quality Control Board requires regulatory coverage under this Order in response to a history of spills, proximity to surface water, or other factors supporting regulatory coverage.

Environmentally Sensitive Area

An environmentally sensitive area is a designated agricultural and/or wildlife area identified to need special natural landscape protection due to its wildlife or historical value.

Exfiltration

Exfiltration is the underground exiting of sewage from a sanitary sewer system through cracks, offset or separated joints, or failed infrastructure due to corrosion or other factors.

Flood Control Channel

A flood control channel is a channel used to convey stormwater and non-stormwater flows through and from areas for flood management purposes.

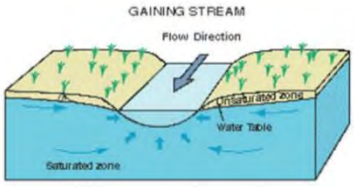
Governing Entity

A governing entity includes but is not limited to the following:

- A publicly elected governing board, council, or commission of a municipal agency;
- A Department or Division director of a federal or state agency that is not governed by a board;
- A governing board or commission of an organization or association; and
- A private system owner/manager that is not governed by a board.

Hydrologically Connected

Two waterbodies are hydrologically connected when one waterbody flows, or has the potential to flow, into the other waterbody. For the purpose of this General Order, groundwater is hydrologically connected to a surface water when the groundwater feeds into the surface water. (The surface waterbody in this example is termed a gaining stream as it gains flow from surrounding groundwater.)



Lateral (including Lower and Upper Lateral)

A lateral is an underground segment of smaller diameter pipe that transports sewage from a customer's building or property (residential, commercial, or industrial) to the Enrollee's main sewer line in a street or easement. Upper and lower lateral boundary definitions are subject to local jurisdictional codes and ordinances, or private system ownership.

A lower lateral is the portion of the lateral located between the sanitary sewer system main, and either the property line, sewer clean out, curb line, established utility easement boundary, or other jurisdictional locations.

An upper lateral is the portion of the lateral from the property line, sewer clean out, curb line, established utility easement boundary, or other jurisdictional locations, to the building or property.

Legally Responsible Official

A Legally Responsible Official is an official representative, designated by the Enrollee, with authority to sign and certify submitted information and documents required by this General Order.

Nuisance

For the purpose of this General Order, a nuisance, as defined in Water Code section 13050(m), is anything that meets all of the following requirements:

- Is injurious to health, or is indecent or offensive to the senses, or an obstruction to the free use of property, so as to interfere with the comfortable enjoyment of life or property;
- Affects at the same time an entire community or neighborhood, or any considerable number of persons, although the extent of the annoyance or damage inflicted upon individuals may be unequal; and
- Occurs during, or as a result of, the treatment or disposal of wastes.

Private Sewer Lateral

A private sewer lateral is the privately-owned lateral that transports sewage from private property(ies) into a sanitary sewer system.

Private Sanitary Sewer System

A private sanitary sewer system is a sanitary sewer system of any size that is owned and/or operated by a private individual, company, corporation, or organization. A private sanitary sewer system may or may not connect into a publicly owned sanitary sewer system.

Potential to Discharge, Potential Discharge

Potential to Discharge, or Potential Discharge, means any exiting of sewage from a sanitary sewer system which can reasonably be expected to discharge into a water of the State based on the size of the sewage spill, proximity to a drainage conveyance system, and the nature of the surrounding environment.

Receiving Water

A receiving water is a water of the State that receives a discharge of waste.

Resilience

Resilience is the ability to recover from or adjust to adversity or change, and grow from disruptions. Resilience can be built through planning, preparing for, mitigating, and adapting to changing conditions.

Sanitary Sewer System

A sanitary sewer system is a system that is designed to convey sewage, including but not limited to, pipes, manholes, pump stations, siphons, wet wells, diversion structures and/or other pertinent infrastructure, upstream of a wastewater treatment plant headworks, including:

- Laterals owned and/or operated by the Enrollee;
- Satellite sewer systems; and/or
- Temporary conveyance and storage facilities, including but not limited to temporary piping, vaults, construction trenches, wet wells, impoundments, tanks and diversion structures.

For purpose of this Order, sanitary sewer systems include only systems owned and/or operated by the Enrollee.

Satellite Sewer System

A satellite sewer system is a portion of a sanitary sewer system owned or operated by a different owner than the owner of the downstream wastewater treatment facility ultimately treating the sewage.

Sewer System Management Plan

A sewer system management plan is a living document an Enrollee develops and implements to effectively manage its sanitary sewer system(s) in accordance with this General Order.

Sewage

Sewage, and its associated wastewater, is untreated or partially treated domestic, municipal, commercial and/or industrial waste (including sewage sludge), and any mixture of these wastes with inflow or infiltration of stormwater or groundwater, conveyed in a sanitary sewer system.

Spill

A spill is a discharge of sewage from any portion of a sanitary sewer system due to a sanitary sewer system overflow, operational failure, and/or infrastructure failure. Exfiltration of sewage is not considered to be a spill under this General Order if the exfiltrated sewage remains in the subsurface and does not reach a surface water of the State.

Training

Training is in-house or external education and guidance needed that provides the knowledge, skills, and abilities to comply with this General Order.

Wash Down Water

Wash down water is water used to clean a spill area.

Waste

Waste, as defined in Water Code section 13050(d), includes sewage and any and all other waste substances, liquid, solid, gaseous, or radioactive, associated with human habitation, or of human or animal origin, or from any producing, manufacturing, or processing operation, including waste placed within containers of whatever nature prior to, and for purposes of, disposal.

Waste Discharge Identification Number (WDID)

A waste discharge identification number (WDID) identifies each individual sanitary sewer system enrolled under this General Order. A WDID number is assigned to each enrolled system upon an Enrollee's approved regulatory coverage.

Waters of the State

Waters of the State are surface waters or groundwater within boundaries of the state as defined in Water Code section 13050(e), in which the State and Regional Water Boards have authority to protect beneficial uses. Waters of the State include, but are not limited to, groundwater aquifers, surface waters, saline waters, natural washes and pools, wetlands, sloughs, and estuaries, regardless of flow or whether water exists during dry conditions. Waters of the State include waters of the United States.

Waters of the United States

Waters of the United States are surface waters or waterbodies that are subject to federal jurisdiction in accordance with the Clean Water Act.

Water Quality Objective

A water quality objective is the limit or maximum amount of pollutant, waste constituent or characteristic, or parameter level established in statewide water quality control plans and Regional Water Boards' Basin Plans, for the reasonable protection of beneficial uses of surface waters and groundwater and the prevention of nuisance.

ATTACHMENT B – APPLICATION FOR ENROLLMENT

1. **Enrollment Status:** (Mark only one item)

   ☐ New Enrollee

   ☐ New Enrollee with previous regulatory coverage under Order 2006-0003-DWQ
   (that failed to certify continuation of coverage in CIWQS per Order 2022-XXXX-DWQ)
   Existing WDID Number: _____

2. **Applicant Information:**

   Legally Responsible Official Submitting Application

   First and Last Name: _____

   Title: _____

   Phone: _____

   Email: _____

   System Owner/Operator Name: _____

   Mailing Address:_____

   City, State, Zip:_____

   County:_____

   Sanitary Sewer System Name: _____

   Regional Water Quality Control Board(s): _____

   Signature and Date: _____

3. **Applicant Type (Check one):**

   ☐ City ☐ County ☐ State ☐ Federal ☐ Special District

   ☐ Government Combination ☐ Private ☐ Other Non-governmental Entity

4. **Wastewater Treatment Plant Receiving Sanitary Sewer System Waste:**

   Wastewater Treatment Plant Permittee:_____

   WDID No.: _____

5. Billing Information

Billing Address: _____

City, State, Zip: _____

Billing Contact Person and Title: _____

Phone and Email Address: _____

6. Application Fee:

The application fee, as required by Water Code section 13260, is based on the daily population served by the sanitary sewer system. See updated Fee Schedule. (https://www.waterboards.ca.gov/resources/fees/water_quality/)

Check one of the following and enter fee amount:

☐ Population Served < 50,000 – Total Fee submitted: $ _____

☐ Population Served ≥ 50,000 – Total Fee submitted: $ _____

Make the fee payment payable to the State Water Resources Control Board and mail the complete application package to:

State Water Resources Control Board, Accounting Office
P. O. Box 1888
Sacramento, CA 95812-1888

Attention: Statewide Sanitary Sewer System Program

7. Application Submittal Certification

I certify under penalty of perjury under the laws of the State of California that to the best of my knowledge and belief, the information in the submitted application package is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment.

Print Name: _____

Title: _____

Signature: _____Date: _____

ATTACHMENT C - NOTICE OF TERMINATION

1. Enrollee Information

Enrollee Name: _____

WDID No:_____

Legally Responsible Official Requesting Termination of Coverage: _____

First and Last Name: _____

Title: _____

Phone: _____

Email: _____

Mailing Address: _____

City, State, Zip: _____

County: _____

Sanitary Sewer System Name(s) or Unique Identifier(s): _____

Regional Water Quality Control Board(s): _____

Signature and Date:_____

2. Basis of Termination

Explanation of termination, including subsequent regulatory coverage and subsequent owner/operator of enrolled sanitary sewer system, as applicable:

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

3. Regulatory Coverage Termination Certification

I certify under penalty of perjury under the laws of the State of California that to the best of my knowledge: 1) the sanitary sewer system I officially represent is not required to be regulated under the Statewide Waste Discharge Requirements for Sanitary Sewer Systems Order 2022-XXXX-DWQ, and 2) the information submitted in this Notice of Termination is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine or imprisonment. Additionally, I understand that the submittal of this Notice of Termination does not release sanitary sewer system agencies from liability for any violations of the Clean Water Act.

Print Name: _____

Title: _____

Signature: _____Date: _____

For State Water Board Use Only

☐ Approved for Termination ☐ Denied and Returned to Enrollee

Deputy Director of Water Quality Signature: _____

Date: _____Notice of Termination Effective Date: _____

ATTACHMENT D – SEWER SYSTEM MANAGEMENT PLAN – REQUIRED ELEMENTS

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ATTACHMENT D – SEWER SYSTEM MANAGEMENT PLAN – REQUIRED ELEMENTS

A Sewer System Management Plan (Plan) is a living planning document that documents ongoing local sewer system management program activities, procedures, and decision-making – at the scale necessary to address the size and complexity of the subject sanitary sewer system(s). This Plan may incorporate other programs and other plans by reference, to address short-term and long-term system resilience through:

- Proactive planning and decision-making;
- Local government ordinances;
- Updated operations and maintenance activities and procedures;
- Implementation of capital improvements;
- Sufficient local budget to support staff resources, contractors, equipment, and training; and
- Updated training of staff and contractors.

The Enrollee's development, update, and implementation of a Sewer System Management Plan addressing the requirements of this Attachment is an enforceable component of this General Order. As specified in Provision 6.1 (Enforcement Provisions) of this General Order, consistent with the Water Code and the State Water Board Enforcement Policy, the State Water Board or a Regional Water Board may consider the Enrollee's efforts in implementing an effective Sewer System Management Plan to prevent, contain, control, and mitigate spills when considering Water Code section 13327 factors to determine necessary enforcement of this General Order.

This Attachment includes the following required elements that the Enrollee shall address in its Plan and subsequent updates. The Enrollee shall identify any requirement in this Attachment that is not applicable to the Enrollee's sewer system and shall explain in its Plan why the requirement is not applicable.

1. SEWER SYSTEM MANAGEMENT PLAN GOAL AND INTRODUCTION

The goal of the Sewer System Management Plan (Plan) is to provide a plan and schedule to: (1) properly manage, operate, and maintain all parts of the Enrollee's sanitary sewer system(s), (2) reduce and prevent spills, and (3) contain and mitigate spills that do occur.

The Plan must include a narrative Introduction section that discusses the following items:

1.1. Regulatory Context

The Plan Introduction section must provide a general description of the local sewer system management program and discuss Plan implementation and updates.

1.2. Sewer System Management Plan Update Schedule

The Plan Introduction section must include a schedule for the Enrollee to update the Plan, including the schedule for conducting internal audits. The schedule must include milestones for incorporation of activities addressing prevention of sewer spills.

1.3. Sewer System Asset Overview

The Plan Introduction section must provide a description of the Enrollee-owned assets and service area, including but not limited to:

- Location, including county(ies);
- Service area boundary;
- Population and community served;
- System size, including total length in miles, length of gravity mainlines, length of pressurized (force) mains, and number of pump stations and siphons;
- Structures diverting stormwater to the sewer system;
- Data management systems;
- Sewer system ownership and operation responsibilities between Enrollee and private entities for upper and lower sewer laterals;
- Estimated number or percent of residential, commercial, and industrial service connections; and
- Unique service boundary conditions and challenge(s).

Additionally, the Plan Introduction section must provide reference to the Enrollee's up-to-date map of its sanitary sewer system, as required in section 4.1 (Updated Map of Sanitary Sewer System) of this Attachment.

2. ORGANIZATION

The Plan must identify organizational staffing responsible and integral for implementing the local Sewer System Management Plan through an organization chart or similar narrative documentation that includes:

- The name of the Legally Responsible Official as required in section 5.1 (Designation of a Legally Responsible Official) of this General Order;
- The position titles, telephone numbers, and email addresses for management, administrative, and maintenance positions responsible for implementing specific Sewer System Management Plan elements;
- Organizational lines of authority; and
- Chain of communication for reporting spills from receipt of complaint or other information, including the person responsible for reporting spills to the State and Regional Water Boards and other agencies, as applicable. (For example, county

health officer, county environmental health agency, and State Office of Emergency Services.)

3. LEGAL AUTHORITY

The Plan must include copies or an electronic link to the Enrollee's current sewer system use ordinances, service agreements and/or other legally binding procedures to demonstrate the Enrollee possesses the necessary legal authority to:

- Prevent illicit discharges into its sanitary sewer system from inflow and infiltration (I&I); unauthorized stormwater; chemical dumping; unauthorized debris; roots; fats, oils, and grease; and trash, including rags and other debris that may cause blockages;
- Collaborate with storm sewer agencies to coordinate emergency spill responses, ensure access to storm sewer systems during spill events, and prevent unintentional cross connections of sanitary sewer infrastructure to storm sewer infrastructure;
- Require that sewer system components and connections be properly designed and constructed;
- Ensure access for maintenance, inspection, and/or repairs for portions of the service lateral owned and/or operated by the Enrollee;
- Enforce any violation of its sewer ordinances, service agreements, or other legally binding procedures; and
- Obtain easement accessibility agreements for locations requiring sewer system operations and maintenance, as applicable.

4. OPERATION AND MAINTENANCE PROGRAM

The Plan must include the items listed below that are appropriate and applicable to the Enrollee's system.

4.1. Updated Map of Sanitary Sewer System

An up-to-date map(s) of the sanitary sewer system, and procedures for maintaining and providing State and Regional Water Board staff access to the map(s). The map(s) must show gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable stormwater conveyance facilities within the sewer system service area boundaries.

4.2. Preventive Operation and Maintenance Activities

A scheduling system and a data collection system for preventive operation and maintenance activities conducted by staff and contractors.

The scheduling system must include:

- Inspection and maintenance activities;

- Higher-frequency inspections and maintenance of known problem areas, including areas with tree root problems;
- Regular visual and closed-circuit television (CCTV) inspections of manholes and sewer pipes.

The data collection system must document data from system inspection and maintenance activities, including system areas/components prone to root-intrusion potentially resulting in system backup and/or failure.

4.3. Training

In-house and external training provided on a regular basis for sanitary sewer system operations and maintenance staff and contractors. The training must cover:

- The requirements of this General Order;
- The Enrollee's Spill Emergency Response Plan procedures and practice drills;
- Skilled estimation of spill volume for field operators; and
- Electronic CIWQS reporting procedures for staff submitting data.

4.4. Equipment Inventory

An inventory of sewer system equipment, including the identification of critical replacement and spare parts.

5. DESIGN AND PERFORMANCE PROVISIONS

The Plan must include the following items as appropriate and applicable to the Enrollee's system:

5.1. Updated Design Criteria and Construction Standards and Specifications

Updated design criteria, and construction standards and specifications, for the construction, installation, repair, and rehabilitation of existing and proposed system infrastructure components, including but not limited to pipelines, pump stations, and other system appurtenances. If existing design criteria and construction standards are deficient to address the necessary component-specific hydraulic capacity as specified in section 8 (System Evaluation, Capacity Assurance and Capital Improvements) of this Attachment, the procedures must include component-specific evaluation of the design criteria.

5.2. Procedures and Standards

Procedures, and standards for the inspection and testing of newly constructed, newly installed, repaired, and rehabilitated system pipelines, pumps, and other equipment and appurtenances.

6. SPILL EMERGENCY RESPONSE PLAN

The Plan must include an up to date Spill Emergency Response Plan to ensure prompt detection and response to spills to reduce spill volumes and collect information for prevention of future spills. The Spill Emergency Response Plan must include procedures to:

- Notify primary responders, appropriate local officials, and appropriate regulatory agencies of a spill in a timely manner;
- Notify other potentially affected entities (for example, health agencies, water suppliers, etc.) of spills that potentially affect public health or reach waters of the State;
- Comply with the notification, monitoring and reporting requirements of this General Order, State law and regulations, and applicable Regional Water Board Orders;
- Ensure that appropriate staff and contractors implement the Spill Emergency Response Plan and are appropriately trained;
- Address emergency system operations, traffic control and other necessary response activities;
- Contain a spill and prevent/minimize discharge to waters of the State or any drainage conveyance system;
- Minimize and remediate public health impacts and adverse impacts on beneficial uses of waters of the State;
- Remove sewage from the drainage conveyance system;
- Clean the spill area and drainage conveyance system in a manner that does not inadvertently impact beneficial uses in the receiving waters;
- Implement technologies, practices, equipment, and interagency coordination to expedite spill containment and recovery;
- Implement pre-planned coordination and collaboration with storm drain agencies and other utility agencies/departments prior, during, and after a spill event;
- Conduct post-spill assessments of spill response activities;
- Document and report spill events as required in this General Order; and
- Annually, review and assess effectiveness of the Spill Emergency Response Plan, and update the Plan as needed.

7. SEWER PIPE BLOCKAGE CONTROL PROGRAM

The Sewer System Management Plan must include procedures for the evaluation of the Enrollee's service area to determine whether a sewer pipe blockage control program is needed to control fats, oils, grease, rags and debris. If the Enrollee determines that a program is not needed, the Enrollee shall provide justification in its Plan for why a program is not needed.

The procedures must include, at minimum:

- An implementation plan and schedule for a public education and outreach program that promotes proper disposal of pipe-blocking substances;
- A plan and schedule for the disposal of pipe-blocking substances generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of substances generated within a sanitary sewer system service area;
- The legal authority to prohibit discharges to the system and identify measures to prevent spills and blockages;
- Requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, best management practices requirements, recordkeeping and reporting requirements;
- Authority to inspect grease producing facilities, enforcement authorities, and whether the Enrollee has sufficient staff to inspect and enforce the fats, oils, and grease ordinance;
- An identification of sanitary sewer system sections subject to fats, oils, and grease blockages and establishment of a cleaning schedule for each section; and
- Implementation of source control measures for all sources of fats, oils, and grease reaching the sanitary sewer system for each section identified above.

8. SYSTEM EVALUATION, CAPACITY ASSURANCE AND CAPITAL IMPROVEMENTS

The Plan must include procedures and activities for:

- Routine evaluation and assessment of system conditions;
- Capacity assessment and design criteria;
- Prioritization of corrective actions; and
- A capital improvement plan.

8.1 System Evaluation and Condition Assessment

The Plan must include procedures to:

- Evaluate the sanitary sewer system assets utilizing the best practices and technologies available;

- Identify and justify the amount (percentage) of its system for its condition to be assessed each year;
- Prioritize the condition assessment of system areas that:
  - Hold a high level of environmental consequences if vulnerable to collapse, failure, blockage, capacity issues, or other system deficiencies;
  - Are located in or within the vicinity of surface waters, steep terrain, high groundwater elevations, and environmentally sensitive areas;
  - Are within the vicinity of a receiving water with a bacterial-related impairment on the most current Clean Water Act section 303(d) List;
- Assess the system conditions using visual observations, video surveillance and/or other comparable system inspection methods;
- Utilize observations/evidence of system conditions that may contribute to exiting of sewage from the system which can reasonably be expected to discharge into a water of the State;
- Maintain documents and recordkeeping of system evaluation and condition assessment inspections and activities; and
- Identify system assets vulnerable to direct and indirect impacts of climate change, including but not limited to: sea level rise; flooding and/or erosion due to increased storm volumes, frequency, and/or intensity; wildfires; and increased power disruptions.

8.2. Capacity Assessment and Design Criteria

The Plan must include procedures to identify system components that are experiencing or contributing to spills caused by hydraulic deficiency and/or limited capacity, including procedures to identify the appropriate hydraulic capacity of key system elements for:

- Dry-weather peak flow conditions that cause or contributes to spill events;
- The appropriate design storm(s) or wet weather events that causes or contributes to spill events;
- The capacity of key system components; and
- Identify the major sources that contribute to the peak flows associated with sewer spills.

The capacity assessment must consider:

- Data from existing system condition assessments, system inspections, system audits, spill history, and other available information;
- Capacity of flood-prone systems subject to increased infiltration and inflow, under normal local and regional storm conditions;

- Capacity of systems subject to increased infiltration and inflow due to larger and/or higher-intensity storm events as a result of climate change;
- Increases of erosive forces in canyons and streams near underground and above-ground system components due to larger and/or higher-intensity storm events;
- Capacity of major system elements to accommodate dry weather peak flow conditions, and updated design storm and wet weather events; and
- Necessary redundancy in pumping and storage capacities.

8.3. Prioritization of Corrective Action

The findings of the condition assessments and capacity assessments must be used to prioritize corrective actions. Prioritization must consider the severity of the consequences of potential spills.

8.4. Capital Improvement Plan

The capital improvement plan must include the following items:

- Project schedules including completion dates for all portions of the capital improvement program;
- Internal and external project funding sources for each project; and
- Joint coordination between operation and maintenance staff, and engineering staff/consultants during planning, design, and construction of capital improvement projects; and Interagency coordination with other impacted utility agencies.

9. MONITORING, MEASUREMENT AND PROGRAM MODIFICATIONS

The Plan must include an Adaptive Management section that addresses Plan-implementation effectiveness and the steps for necessary Plan improvement, including:

- Maintaining relevant information, including audit findings, to establish and prioritize appropriate Plan activities;
- Monitoring the implementation and measuring the effectiveness of each Plan Element;
- Assessing the success of the preventive operation and maintenance activities;
- Updating Plan procedures and activities, as appropriate, based on results of monitoring and performance evaluations; and
- Identifying and illustrating spill trends, including spill frequency, locations and estimated volumes.

10. INTERNAL AUDITS

The Plan shall include internal audit procedures, appropriate to the size and performance of the system, for the Enrollee to comply with section 5.4 (Sewer System Management Plan Audits) of this General Order.

11. COMMUNICATION PROGRAM

The Plan must include procedures for the Enrollee to communicate with:

- The public for:
  - Spills and discharges resulting in closures of public areas, or that enter a source of drinking water, and
  - The development, implementation, and update of its Plan, including opportunities for public input to Plan implementation and updates.
- Owners/operators of systems that connect into the Enrollee's system, including satellite systems, for:
  - System operation, maintenance, and capital improvement-related activities.

ATTACHMENT E1 – NOTIFICATION, MONITORING, REPORTING AND RECORDKEEPING REQUIREMENTS

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ATTACHMENT E1– NOTIFICATION, MONITORING, REPORTING AND RECORDKEEPING REQUIREMENTS

The Notification Requirements (section 1), Spill-specific Monitoring Requirements (section 2), Reporting Requirements (section 3) and Recordkeeping Requirements (section 4) in this Attachment are pursuant to Water Code section 13267 and section 13383, and are an enforceable component of this General Order. For the purpose of this General Order, the term:

- Notification means the notifying of appropriate parties of a spill event or other activity.
- Spill-specific Monitoring means the gathering of information and data for a specific spill event to be reported or kept as records.
- Reporting means the reporting of information and data into the online California Integrated Water Quality System (CIWQS) Sanitary Sewer System Database.
- Recordkeeping means the maintaining of information and data in an official records storage system.

Failure to comply with the notification, monitoring, reporting and recordkeeping requirements in this General Order may subject the Enrollee to civil liabilities of up to $10,000 a day per violation pursuant to Water Code section 13385; up to $1,000 a day per violation pursuant to Water Code section 13268; or referral to the Attorney General for judicial civil enforcement.

Water Code section 13193 et seq. requires the Regional Water Quality Control Boards (Regional Water Boards) and the State Water Resources Control Board (State Water Board) to collect sanitary sewer spill information for each spill event and make this information available to the public. Sanitary sewer spill information for each spill event includes but is not limited to: Enrollee contact information for each spill event, spill cause, estimated spill volume and factors used for estimation, location, date, time, duration, amount discharged to waters of the State, response and corrective action(s) taken.

1. NOTIFICATION REQUIREMENTS

1.1. Notification of Spills of 1,000 Gallons or Greater to the California Office of Emergency Services

Per Water Code section 13271, for a spill that discharges in or on any waters of the State, or discharges or is deposited where it is, or probably will be, discharged in or on any waters of the State, the Enrollee shall notify the California Office of Emergency Services and obtain a California Office of Emergency Services Control Number as soon as possible **but no later than two (2) hours** after:

- The Enrollee has knowledge of the spill; and
- Notification can be provided without substantially impeding cleanup or other emergency measures.

The notification requirements in this section apply to individual spills of 1,000 gallons or greater, from an Enrollee-owned and/or operated laterals, to a water of the State.

1.2. Spill Notification Information

The Enrollee shall provide the following spill information to the California Office of Emergency Services before receiving a Control Number, as applicable:

- Name and phone number of the person notifying the California Office of Emergency Services;
- Estimated spill volume (gallons);
- Estimated spill rate from the system (gallons per minute);
- Estimated discharge rate (gallons per minute) directly into waters of the State or indirectly into a drainage conveyance system;
- Spill incident description:
  - Brief narrative of the spill event, and
  - Spill incident location (address, city, and zip code) and closest cross streets and/or landmarks;
- Name and phone number of contact person on-scene;
- Date and time the Enrollee was informed of the spill event;
- Name of sanitary sewer system causing the spill;
- Spill cause or suspected cause (if known);
- Amount of spill contained;
- Name of receiving water body receiving or potentially receiving discharge; and
- Description of water body impact and/ or potential impact to beneficial uses.

1.3. Notification of Spill Report Updates

Following the initial notification to the California Office of Emergency Services and until such time that the Enrollee certifies the spill report in the online CIWQS Sanitary Sewer System Database, the Enrollee shall provide updates to the California Office of Emergency Services regarding substantial changes to:

- Estimated spill volume (increase or decrease in gallons initially estimated);
- Estimated discharge volume discharged directly into waters of the State or indirectly into a drainage conveyance system (increase or decrease in gallons initially estimated); and
- Additional impact(s) to the receiving water(s) and beneficial uses.

2. SPILL-SPECIFIC MONITORING REQUIREMENTS

2.1 Spill Location and Spread

The Enrollee shall visually assess the spill location(s) and spread using photography, global positioning system (GPS), and other best available tools. The Enrollee shall document the critical spill locations, including:

- Photography and GPS coordinates for:
  - The system location where spill originated.

    For multiple appearance points of a single spill event, the points closest to the spill origin.
- Photography for:
  - Drainage conveyance system entry locations,
  - The location(s) of discharge into surface waters, as applicable,
  - Extent of spill spread, and
  - The location(s) of clean up.

2.2 Spill Volume Estimation

To assess the approximate spill magnitude and spread, the Enrollee shall estimate the total spill volume using updated volume estimation techniques, calculations, and documentation for electronic reporting. The Enrollee shall update its notification and reporting of estimated spill volume (which includes spill volume recovered) as further information is gathered during and after a spill event.

2.3. Receiving Water Monitoring

2.3.1. Receiving Water Visual Observations

Through visual observations and use of best available spill volume-estimating techniques and field calculation techniques, the Enrollee shall gather and document the following information for spills discharging to surface waters:

- Estimated spill travel time to the receiving water;
- For spills entering a drainage conveyance system, estimated spill travel time from the point of entry into the drainage conveyance system to the point of discharge into the receiving water;
- Estimated spill volume entering the receiving water; and
- Photography of:
  - Waterbody bank erosion,
  - Floating matter,
  - Water surface sheen (potentially from oil and grease),

- Discoloration of receiving water, and
- Impact to the receiving water.

2.3.2. Receiving Water – Water Quality Sampling and Analysis

For sewage spills in which an estimated 50,000 gallons or greater are discharged into a surface water, the Enrollee shall conduct the following water quality sampling no later than **18 hours** after the Enrollee's knowledge of a potential discharge to a surface water:

- Collect one water sample, each day of the duration of the spill, at:
  - The DCS-001 location as described in section 2.3.4 (Receiving Water Sampling Locations) of this Attachment, if sewage discharges to a surface water via a drainage conveyance system; and/or
  - Each of the three receiving water sampling locations in section 2.3.4 (Receiving Water Sampling Locations) of this Attachment;

    If the receiving water has no flow during the duration of the spill, the Enrollee must report "No Sampling Due To No Flow" for its receiving water sampling locations.

The Enrollee shall analyze the collected receiving water samples for the following constituents per section 2.3.3 (Water Quality Analysis Specifications) of this Attachment:

- Ammonia, and
- Appropriate bacterial indicator(s) per the applicable Basin Plan water quality objectives, including one or more of the following, unless directed otherwise by the Regional Water Board:
  - Total Coliform Bacteria
  - Fecal Coliform Bacteria
  - *E-coli*
  - Enterococcus

  Dependent on the receiving water(s), sampling of bacterial indicators shall be sufficient to determine post-spill (after the spill) compliance with the water quality objectives and bacterial standards of the California Ocean Plan or the California Inland Surface Water Enclosed Bays, and Estuaries Plan, including the frequency and/or number of post-spill receiving water samples as may be specified in the applicable plans.

The Enrollee shall collect and analyze additional samples as required by the applicable Regional Water Board Executive Officer or designee.

2.3.3. Water Quality Analysis Specifications

Spill monitoring must be representative of the monitored activity (40 Code of Federal Regulations section 122.41(j)(1)).

Sufficiently Sensitive Methods

Sample analysis must be conducted according to sufficiently sensitive test methods approved under 40 Code of Federal Regulations Part 136 for the sample analysis of pollutants. For the purposes of this General Order, a method is sufficiently sensitive when the minimum level of the analytical method approved under 40 Code of Federal Regulations Part 136 is at or below the receiving water pollutant criteria.

Environmental Laboratory Accreditation Program-Accredited Laboratories

The analysis of water quality samples required per this General Order must be performed by a laboratory that has accreditation pursuant to Article 3 (commencing with section 100825) of Chapter 4 of Part 1 of Division 101 of the Health and Safety Code. (Water Code section 13176(a).) The State Water Board accredits laboratories through its Environmental Laboratory Accreditation Program (ELAP).

2.3.4. Receiving Water Sampling Locations

The Enrollee shall collect receiving water samples at the following locations.

Sampling of Flow in Drainage Conveyance System (DCS) Prior to Discharge

Sampling Location	Sampling Location Description
DCS-001	A point in a drainage conveyance system before the drainage conveyance system flow discharges into a receiving water.

Receiving Surface Water Sampling (RSW)[1]

Sampling Location	Sampling Location Description
RSW-001 Point of Discharge	A point in the receiving water where sewage initially enters the receiving water.
RSW-001U: Upstream of Point of Discharge	A point in the receiving water, upstream of the point of sewage discharge, to capture ambient conditions absent of sewage discharge impacts.

Sampling Location	Sampling Location Description
RSW-001D: Downstream of Point of Discharge	A point in the receiving water, downstream of the point of sewage discharge, where the spill material is fully mixed with the receiving water.

[1] The Enrollee must use its best professional judgment to determine the upstream and downstream distances based on receiving water flow, accessibility to upstream/downstream waterbody banks, and size of visible sewage plume.

2.4. Safety and Access Exceptions

If the Enrollee encounters access restrictions or unsafe conditions that prevents its compliance with spill response requirements or monitoring requirements in this General Order, the Enrollee shall provide documentation of access restrictions and/or safety hazards in the corresponding required report.

3. REPORTING REQUIREMENTS

All reporting required in this General Order must be submitted electronically to the online CIWQS Sanitary Sewer System Database (https://ciwqs.waterboards.ca.gov), unless specified otherwise in this General Order. Electronic reporting may solely be conducted by a Legally Responsible Official or Data Submitter(s) previously designated by the Legally Responsible Official, as required in section 5.8 (Designation of Data Submitters) of this General Order.

The Enrollee shall report any information that is protected by the Homeland Security Act, by email to SanitarySewer@waterboards.ca.gov, with a brief explanation of the protection provided by the Homeland Security Act for the subject report to be protected from unauthorized disclosure and/or public access, and for official Water Board regulatory purposes only.

3.1. Reporting Requirements for Individual Category 1 Spill Reporting

3.1.1. Draft Spill Report for Category 1 Spills

Within three (3) business days of the Enrollee's knowledge of a Category 1 spill, the Enrollee shall submit a Draft Spill Report to the online CIWQS Sanitary Sewer System Database.

The Draft Spill Report must, at minimum, include the following items:

1. Contact information: Name and telephone number of Enrollee contact person to respond to spill-specific questions;
2. Spill location name;
3. Date and time the Enrollee was notified of, or self-discovered, the spill;
4. Operator arrival time;

5. Estimated spill start date and time;
6. Date and time the Enrollee notified the California Office of Emergency Services, and the assigned control number;
7. Description, photographs, and GPS coordinates of the system location where the spill originated;
    - If a single spill event results in multiple appearance points, provide GPS coordinates for the appearance point closest to the failure point and describe each additional appearance point in the spill appearance point explanation field;
8. Estimated total spill volume exiting the system;
9. Description and photographs of the extent of the spill and spill boundaries;
10. Did the spill reach a drainage conveyance system? If Yes:
    - Description of the drainage conveyance system transporting the spill;
    - Photographs of the drainage conveyance system entry location(s);
    - Estimated spill volume fully recovered from the drainage conveyance system;
    - Estimated spill volume remaining within the drainage conveyance system;
11. Description and photographs of all discharge point(s) into the surface water;
12. Estimated spill volume that discharged to surface waters; and
13. Estimated total spill volume recovered.

3.1.2. Certified Spill Report for Category 1 Spills

Within 15 calendar days of the spill end date, the Enrollee shall submit a Certified Spill Report for Category 1 spills, to the online CIWQS Sanitary Sewer System Database. Upon completion of the Certified Spill Report, the online CIWQS Sanitary Sewer System Database will issue a final spill event identification number.

The Certified Spill Report must, at minimum, include the following mandatory information in addition to all information in the Draft Spill Report per section 3.1.1 (Draft Spill Report for Category 1 Spills) above:

1. Description of the spill event destination(s), including GPS coordinates if available, that represent the full spread and reach of the spill;
2. Spill end date and time;
3. Description of how the spill volume estimations were calculated, including at a minimum:
    - The methodology, assumptions and type of data relied upon, such as supervisory control and data acquisition (SCADA) records, flow monitoring or other telemetry information used to estimate the volume of the spill discharged, and the volume of the spill recovered (if any volume of the spill was recovered), and
    - The methodology(ies), assumptions and type of data relied upon for estimations of the spill start time and the spill end time;

4. Spill cause(s) (for example, root intrusion, grease deposition, etc.);
5. System failure location (for example, main, lateral, pump station, etc.);
6. Description of the pipe material, and estimated age of the pipe material, at the failure location;
7. Description of the impact of the spill;
8. Whether or not the spill was associated with a storm event;
9. Description of spill response activities including description of immediate spill containment and cleanup efforts;
10. Description of spill corrective action, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the spill, and a schedule of major milestones for those steps;
11. Spill response completion date;
12. Detailed narrative of investigation and investigation findings of cause of spill;
13. Reasons for an ongoing investigation (as applicable) and the expected date of completion;
14. Name and type of receiving water body(s);
15. Description of the water body(s), including but not limited to:
    - Observed impacts on aquatic life,
    - Public closure, restricted public access, temporary restricted use, and/or posted health warnings due to spill,
    - Responsible entity for closing/restricting use of water body, and
    - Number of days closed/restricted as a result of the spill.
16. Whether or not the spill was located within 1,000 feet of a municipal surface water intake; and
17. If water quality samples were collected, identify sample locations and the parameters the water quality samples were analyzed for. If no samples were taken, Not Applicable shall be selected.

3.1.3. Spill Technical Report for Individual Category 1 Spill in which 50,000 Gallons or Greater Discharged into a Surface Water

For any spill in which 50,000 gallons or greater discharged into a surface water, **within 45 calendar days** of the spill end date, the Enrollee shall submit a Spill Technical Report to the online CIWQS Sanitary Sewer System Database. The Spill Technical Report, at minimum, must include the following information:

1. Spill causes and circumstances, including at minimum:
    - Complete and detailed explanation of how and when the spill was discovered;

- Photographs illustrating the spill origin, the extent and reach of the spill, drainage conveyance system entrance and exit, receiving water, and post-cleanup site conditions;
- Diagram showing the spill failure point, appearance point(s), the spill flow path, and ultimate destinations;
- Detailed description of the methodology employed, and available data used to calculate the discharge volume and, if applicable, the recovered spill volume;
- Detailed description of the spill cause(s);
- Description of the pipe material, and estimated age of the pipe material, at the failure location;
- Description of the impact of the spill;
- Copy of original field crew records used to document the spill; and
- Historical maintenance records for the failure location.

2. Enrollee's response to the spill:
   - Chronological narrative description of all actions taken by the Enrollee to terminate the spill;
   - Explanation of how the Sewer System Management Plan Spill Emergency Response Plan was implemented to respond to and mitigate the spill; and
   - Final corrective action(s) completed and a schedule for planned corrective actions, including:
     - Local regulatory enforcement action taken against an illicit discharge in response to this spill, as applicable,
     - Identifiable system modifications, and operation and maintenance program modifications needed to prevent repeated spill occurrences, and
     - Necessary modifications to the Emergency Spill Response Plan to incorporate lessons learned in responding to and mitigating the spill.
3. Water Quality Monitoring, including at minimum:
   - Description of all water quality sampling activities conducted;
   - List of pollutant and parameters monitored, sampled and analyzed; as required in section 2.3 (Receiving Water Monitoring) of this Attachment;
   - Laboratory results, including laboratory reports;
   - Detailed location map illustrating all water quality sampling points; and
   - Other regulatory agencies receiving sample results (if applicable).
4. Evaluation of spill impact(s), including a description of short-term and long-term impact(s) to beneficial uses of the surface water.

3.1.4. Amended Certified Spill Reports for Individual Category 1 Spills

The Enrollee shall update or add additional information to a Certified Spill Report within **90 calendar days** of the spill end date by amending the report or by adding an attachment to the Spill Report in the online CIWQS Sanitary Sewer System Database. The Enrollee shall certify the amended report.

After **90 calendar days**, the Enrollee shall contact the State Water Board at SanitarySewer@waterboards.ca.gov to request to amend a Spill Report. The Legally Responsible Official shall submit justification for why the additional information was not reported within the Amended Spill Report due date.

3.2. Reporting Requirements for Individual Category 2 Spill Reporting

3.2.1. Draft Spill Report for Category 2 Spills

Within three (3) business days of the Enrollee's knowledge of a Category 2 spill, the Enrollee shall submit a Draft Spill Report to the online CIWQS Sanitary Sewer System Database.

The Draft Spill Report must, at minimum, include the following items:

1. Contact information: Name and telephone number of Enrollee contact person to respond to spill-specific questions;
2. Spill location name;
3. Date and time the Enrollee was notified of, or self-discovered, the spill;
4. Operator arrival time;
5. Estimated spill start date and time;
6. Date and time the Enrollee notified the California Office of Emergency Services, and the assigned control number;
7. Description, photographs, and GPS coordinates of the system location where the spill originated;

   If a single spill event results in multiple appearance points, provide GPS coordinates for the appearance point closest to the failure point and describe each additional appearance point in the spill appearance point explanation field;
8. Estimated total spill volume exiting the system;
9. Description and photographs of the extent of the spill and spill boundaries;
10. Did the spill reach a drainage conveyance system? If Yes:
    - Description of the drainage conveyance system transporting the spill;
    - Photographs of the drainage conveyance system entry location(s);
    - Estimated spill volume fully recovered from the drainage conveyance system;
    - Estimated spill volume remaining within the drainage conveyance system;

- Estimated spill volume discharged to a groundwater infiltration basin or facility, if applicable; and

11. Estimated total spill volume recovered.

3.2.2. Certified Spill Report for Category 2 Spills

Within 15 calendar days of the spill end date, the Enrollee shall submit a Certified Spill Report for the Category 2 spill, to the online CIWQS Sanitary Sewer System Database (https://ciwqs.waterboards.ca.gov). Upon completion of the Certified Spill Report, the online CIWQS Sanitary Sewer System Database will issue a final spill event identification number.

The Certified Spill Report must, at minimum, include the following mandatory information in addition to all information in the Draft Spill Report per section 3.2.1 (Draft Spill Report for Category 2 Spills) above:

1. Description of the spill event destination(s), including GPS coordinates if available, that represent the full spread and reach of the spill;
2. Spill end date and time;
3. Description of how the spill volume estimations were calculated, including at a minimum:
   - The methodology, assumptions and type of data relied upon, such as supervisory control and data acquisition (SCADA) records, flow monitoring or other telemetry information used to estimate the volume of the spill discharged, and the volume of the spill recovered (if any volume of the spill was recovered), and
   - The methodology(ies), assumptions and type of data relied upon for estimations of the spill start time and the spill end time;
4. Spill cause(s) (for example, root intrusion, grease deposition, etc.);
5. System failure location (for example, main, pump station, etc.);
6. Description of the pipe/infrastructure material, and estimated age of the pipe material, at the failure location;
7. Description of the impact of the spill;
8. Whether or not the spill was associated with a storm event;
9. Description of spill response activities including description of immediate spill containment and cleanup efforts;
10. Description of spill corrective action, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the spill, and a schedule of major milestones for those steps;
11. Spill response completion date;
12. Detailed narrative of investigation and investigation findings of cause of spill;
13. Reasons for an ongoing investigation (as applicable) and the expected date of completion; and

14. Whether or not the spill was located within 1,000 feet of a municipal surface water intake.

3.2.3. Amended Certified Spill Reports for Individual Category 2 Spills

The Enrollee shall update or add additional information to a Certified Spill Report within **90 calendar days** of the spill end date by amending the report or by adding an attachment to the Spill Report in the online CIWQS Sanitary Sewer System Database. The Enrollee shall certify the amended report.

After **90 calendar days**, the Enrollee shall contact the State Water Board at SanitarySewer@waterboards.ca.gov to request to amend a Spill Report. The Legally Responsible Official shall submit justification for why the additional information was not reported within the Amended Spill Report due date.

3.3. Monthly Certified Spill Reporting for Category 3 Spills

The Enrollee shall report and certify all Category 3 spills to the online CIWQS Sanitary Sewer System Database within 30 calendar days after the end of the month in which the spills occurred. (For example, all Category 3 spills occurring in the month of February shall be reported and certified by March 30th). After the Legally Responsible Official certifies the spills, the online CIWQS Sanitary Sewer System Database will issue a spill event identification number for each spill.

The monthly reporting of all Category 3 spills must include the following items for each spill:

1. Contact information: Name and telephone number of Enrollee contact person to respond to spill-specific questions;
2. Spill location name;
3. Date and time the Enrollee was notified of, or self-discovered, the spill;
4. Operator arrival time;
5. Estimated spill start date and time;
6. Description, photographs, and GPS coordinates where the spill originated:
   - If a single spill event results in multiple appearance points, provide GPS coordinates for the appearance point closest to the failure point and describe each additional appearance point in the spill appearance point explanation field;
7. Estimated total spill volume exiting the system;
8. Description and photographs of the extent of the spill and spill boundaries;
9. Did the spill reach a drainage conveyance system? If Yes:
   - Description of the drainage conveyance system transporting the spill;
   - Photographs of the drainage conveyance system entry locations(s);
   - Estimated spill volume fully recovered from the drainage conveyance system; and

- Estimated spill volume discharged to a groundwater infiltration basis or facility, if applicable.

10. Estimated total spill volume recovered;
11. Description of the spill event destination(s), including GPS coordinates, if available, that represent the full spread and reaches of the spill;
12. Spill end date and time;
13. Description of how the spill volume estimations were calculated, including, at minimum:
    - The methodology and type of data relied upon, including supervisory control and data acquisition (SCADA) records, flow monitoring or other telemetry information used to estimate the volume of the spill discharged, and the volume of the spill recovered (if any volume of the spill was recovered), and
    - The methodology and type of data relied upon to estimate the spill start time, on-going spill rate at time of arrival (if applicable), and the spill end time;
14. Spill cause(s) (for example, root intrusion, grease deposition, etc.);
15. System failure location (for example, main, pump station, etc.);
16. Description of the pipe/infrastructure material, and estimated age of the pipe/infrastructure material, at the failure location;
17. Description of the impact of the spill;
18. Whether or not the spill was associated with a storm event;
19. Description of spill response activities including description of immediate spill containment and cleanup efforts;
20. Description of spill corrective actions, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the spill, and a schedule of the major milestones for those steps; including, at minimum:
    - Local regulatory enforcement action taken against an illicit discharge in response to this spill, as applicable, and
    - Identifiable system modifications, and operation and maintenance program modifications needed to prevent repeated spill occurrences at the same spill event location, including:
      - Adjusted schedule/method of preventive maintenance,
      - Planned rehabilitation or replacement of sanitary sewer asset,
      - Inspected, repaired asset(s), or replaced defective asset(s),
      - Capital improvements,
      - Documentation verifying immediately implemented system modifications and operating/maintenance modifications,
      - Description of spill response activities,

- Spill response completion date, and
- Ongoing investigation efforts, and expected completion date of investigation to determine the full cause of spill;

21. Detailed narrative of investigation and investigation findings of cause of spill.

3.4. Monthly Certified Spill Reporting for Category 4 Spills

The Enrollee shall report and certify the estimated total spill volume exiting the sanitary sewer system, and the total number of all Category 4 spills to the online CIWQS Sanitary Sewer System Database, within 30 calendar days after the end of the month in which the spills occurred.

3.5. Amended Certified Spill Reports for Category 3 Spills

Within 90 calendar days of the certified Spill Report due date, the Enrollee may update or add additional information to a certified Spill Report by amending the report or by adding an attachment to the Spill Report in the online CIWQS Sanitary Sewer System Database. The Enrollee shall certify the amended report.

After 90 calendar days, the Legally Responsible Official shall contact the State Water Board at SanitarySewer@waterboards.ca.gov to request to amend a certified Spill Report. The Legally Responsible Official shall submit justification for why the additional information was not reported within the 90-day timeframe for amending the certified Spill Report, as provided above.

3.6. Annual Certified Spill Reporting of Category 4 and/or Lateral Spills

For all Category 4 spills and spills from its owned and/or operated laterals that are caused by a failure or blockage in the lateral and that do not discharge to a surface water, the Enrollee shall:

- Maintain records per section 4.4. of this Attachment;

  The Enrollee shall provide records upon request by State Water Board or Regional Water Board staff.

- Annually upload and certify a report, in an appropriate digital format, of all recordkeeping of spills to the online CIWQS Sanitary Sewer System Database, by February 1st after the end of the calendar year in which the spills occurred.

A spill from an Enrollee-owned and/or operated lateral that discharges to a surface water is a Category 1 spill; the Enrollee shall report all Category 1 spills per section 3.1 of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

3.7. Monthly Certification of "No-Spills" or "Category 4 Spills" and/or "Non-Category 1 Lateral Spills"

If either (1) no spills occur during a calendar month or (2) only Category 4, and/or Enrollee-owned and/or operated lateral spills (that do not discharge to a surface water) occur during a calendar month, the Enrollee shall certify, within 30 calendar days after

the end of each calendar month, either a “No-Spill” certification statement, or a “Category 4 Spills” and/or “Non-Category 1 Lateral Spills” certification statement, in the online CIWQS Sanitary Sewer System Database, certifying that there were either no spills, or Category 4 and/or Non-Category 1 Lateral Spills that will be reported annually (per section 3.6 of this Attachment) for the designated month.

If a spill starts in one calendar month and ends in a subsequent calendar month, and the Enrollee has no further spills of any category, in the subsequent calendar month, the Enrollee shall certify “no-spills” for the subsequent calendar month.

If the Enrollee has no spills from its systems during a calendar month, but the Enrollee voluntarily reported a spill from a private lateral or a private system, the Enrollee shall certify “no-spills” for that calendar month.

If the Enrollees has spills from its owned and/or operated laterals during a calendar month, the Enrollee shall not certify “no spills” for that calendar month.

3.8. Electronic Sanitary Sewer System Service Area Boundary Map

The Legally Responsible Official shall submit, to the State Water Board, an up-to-date electronic spatial map of its sewer system service area boundaries. The map must be in accordance with section 5.14 (Electronic Sanitary Sewer System Service Area Boundary Map) of this General Order and the specification provided on the statewide Sanitary Sewer Systems program website. The map must include the location of wastewater treatment facility(ies) that treats the sewer system waste, if in the same sewer service boundary.

By the Effective Date of this General Order, specifications for the electronic sanitary sewer service area boundary map format will be provided on the statewide Sanitary Sewer Systems Order program website.

3.9. Annual Report (Previously termed as Collection System Questionnaire in General Order 2006-0003-DWQ)

A new Enrollee shall complete and submit its first certified Annual Report into the online CIWQS Sanitary Sewer System Database, **within 30 days of obtaining a CIWQS account**; Subsequent Annual Reports are due by April 1 of each year.

All enrollees shall update their previous year’s Annual Report, **by April 1 of each year after the Effective Date of this General Order,** for each calendar year (January 1 through December 31)**.**

The Annual Report must be entered directly into the online CIWQS Sanitary Sewer System Database. The Enrollee’s Legally Responsible Official shall certify the Annual Report as instructed in CIWQS;

The Annual Report must address, and update as applicable, the following items:

- Population served;

- Updated sewer system service area boundary map, if service area boundary has changed from original map submitted per section 5.14 (Electronic Sanitary Sewer System Service Area Boundary Map) of this General Order;
- Number of system operation and maintenance staff:
  - Entry level (less than two years of experience),
  - Journey level (greater than two years of experience),
  - Supervisory level, and
  - Managerial level;
- Number of operation and maintenance staff certified as a certified collection system operator by the California Water Environmental Association (CWEA), with:
  - Corresponding number of certified collection system operator grade levels (Grade I, II, III, IV, and V);
- System information:
  - Miles of system gravity and force mains,
  - Number of upper and lower service laterals connected to system,
  - Estimated number of upper and lower laterals owned and/or operated by the Enrollee,
  - Portion of laterals that is Enrollee's responsibility,
  - Average age the major components of system infrastructure,
  - Number and age of pump stations, and
  - Estimated total miles of the system pipeline not accessible for maintenance;
- Name and location of the treatment plant(s) receiving sanitary sewer system's waste;
- Name of satellite sewer system tributaries;
- Number of system's gravity sewer above or underground crossings of water bodies throughout system;
- Number of force main (pressurized pipe) above or underground crossings of water bodies throughout system;
- Number of siphons used to convey waste throughout the sewer system;
- Miles of sewer system cleaned;
- Miles of sewer system video inspected, or comparable (i.e., video closed-circuit television or alternative inspection methods);
- System Performance Evaluation as specified in section 5.11 (System Performance Analysis) of this General Order;
- Major spill causes (for example, root intrusion, grease deposition);

- System infrastructure failure points (for example, main, pump station, lateral, etc.);
- Ongoing spill investigations; and
- Actions taken to address system deficiencies.

3.10. Sewer System Management Plan Audit Reporting Requirements

The Enrollee shall submit its Sewer System Management Plan Audit and other pertinent audit information, in accordance with section 5.4 (Sewer System Management Plan Audits) of this General Order, to the online CIWQS Sanitary Sewer System Database **by six (6) months after the end of the 3-year audit period**.

If a Sewer System Management Plan Audit is not conducted as required: the Enrollee shall:

- Update the online CIWQS Sanitary Sewer System Database and select the justification for not conducting the Audit; and
- Notify its corresponding Regional Water Board (see Attachment F (Regional Water Quality Control Board Contact Information)) of the justification for the lapsed requirements.

The Enrollee's reporting of a justification for not conducting a timely Audit does not justify non-compliance with this General Order. The Enrollee shall:

- Submit the late Audit as required in this General Order; and
- Comply with subsequent Audit requirements and due dates corresponding with the original audit cycle.

3.11. Sewer System Management Plan Reporting Requirements

For an Existing Enrollee previously regulated by Order 2006-0003-DWQ: **Within every six (6) years after the required due date of its last Plan Update**, the Legally Responsible Official shall upload and certify a local governing entity-approved Sewer System Management Plan Update to the online CIWQS Sanitary Sewer System Database. If the electronic document format or size capacity prevents the electronic upload of the Plan, the Legally Responsible Official shall report an electronic link to its updated Sewer System Management Plan posted on its own website.

Order 2006-0003-DWQ required each enrollee to develop its initial Sewer System Management Plan per the following schedule, with required Plan updates at a frequency of 5-years thereafter:

Systems serving populations: Greater than 100,000: May 2, 2009

Between 100,000 and 10,000: August 2, 2009

Between 10,000 and 2,500: May 2, 2010

Less than 2,500: August 2, 2010

This Order carries forth the previously-required Plan Update schedule per Order 2006-0003-DWQ. Per the six-year Plan Update frequency required in this Order, the Enrollee shall upload and certify its first Plan Update, to the online CIWQS Sanitary Sewer System Database by the following due dates, with subsequent Plan Updates at the frequency of six years thereafter:

Systems serving populations: Greater than 100,000: May 2, 2025

Between 100,000 and 10,000: August 2, 2025

Between 10,000 and 2,500: May 2, 2026

Less than 2,500: August 2, 2026

For a New Enrollee: **Within twelve (12) months of its Application for Enrollment Approval date**, the Legally Responsible Official of a new Enrollee shall upload and certify a local governing entity-approved Sewer System Management Plan to the online CIWQS Sanitary Sewer System Database. If electronic document format or size capacity prevents the electronic upload of the Plan, the Legally Responsible Official shall report an electronic link to its Sewer System Management Plan posted on its own website. The due date for subsequent 6-year Plan updates, is six (6) years from the submittal due date of the new Enrollee's first Sewer System Management Plan.

4. RECORDKEEPING REQUIREMENTS

The Enrollee shall maintain records to document compliance with the provisions of this General Order, and previous General Order 2006-0003-DWQ as applicable, for each sanitary sewer system owned, including any required records generated by an Enrollee's contractor(s).

4.1. Recordkeeping Time Period

The Enrollee shall maintain records of documents required in this Attachment, including records collected for compliance with this General Order, and records collected in accordance with previous General Order 2006-0003-DWQ, for five (5) years.

4.2. Availability of Documents

The Enrollee shall make the records required in this General Order readily available, either electronic or hard copies, for review by Water Board staff during onsite inspections or through an information request.

4.3. Spill Reports

The Enrollee shall maintain records for each of the following spill-related events and activities:

- Spill event complaint, including but not limited to records documenting how the Enrollee responded to notifications of spills. Each complaint record must, at a minimum, include the following information:
    - Date, time, and method of notification,

- Date and time the complainant first noticed the spill, if available,
- Narrative description of the complaint, including any information the caller provided regarding whether the spill has reached surface waters or a drainage conveyance system, if available,
- Complainant's contact information, if available, and
- Final resolution of the complaint;

- Records documenting the steps and/or remedial action(s) undertaken by the Enrollee, using all available information, to comply with this General Order, and previous General Order 2006-0003-DWQ as applicable;
- Records documenting how estimate(s) of volume(s) and, if applicable, volume(s) of spill recovered were calculated;
- All California Office of Emergency Services notification records, as applicable; and
- Records, in accordance with the Monitoring Requirements in this Attachment.

4.4. Recordkeeping of Category 4 Spills and Non-Category 1 Lateral Spills

An Enrollee must maintain the following records for each individual Category 4 spill and for each individual non-Category 1 Enrollee-owned and/or operated lateral spill, and report in accordance to section 3.6 (Annual Certified Spill Reporting of Category 4 and/or Lateral Spills) of this Attachment.

Recordkeeping of Individual Category 4 Spill Information:

1. Contact information: Name and telephone number of Enrollee contact person to respond to spill-specific questions;
2. Spill location name;
3. Description and GPS coordinates for the system location where the spill originated;
4. Did the spill reach a drainage conveyance system? If Yes:
   - Description of drainage conveyance system location,
   - Estimated spill volume fully recovered within the drainage conveyance system, and
   - Estimated spill volume remaining within the drainage conveyance system;
5. Estimated total spill volume exiting the sanitary sewer system;
6. Spill date and start time;
7. Spill cause(s) (for example, root intrusion, grease deposition, etc.);
8. System failure location (for example, main, pump station, etc.);
9. Description of spill response activities including description of immediate spill containment and cleanup efforts;
10. Description of how the volume estimation was calculated, including, at minimum:

- The methodology and type of data relied upon, including supervisory control and data acquisition (SCADA) records, flow monitoring or other telemetry information used to estimate the volume of the spill discharged, and the volume of the spill recovered (if any volume of the spill was recovered), and
- The methodology and type of data relied upon to estimate the spill start time, on-going spill rate at time of arrival (if applicable), and the spill end time;

11. Description of implemented system modifications and operating/maintenance modifications.

Recordkeeping of Individual Lateral Spill Information:

1. Date and time the Enrollee was notified of, or self-discovered, the spill;
2. Location of individual spill;
3. Estimated individual spill volume;
4. Spill cause(s) (for example, root intrusion, grease deposition, etc.); and
5. Description of how the volume estimations were calculated.

Total Annual Spill Information:

1. Estimated total annual spill volume;
2. Description of spill corrective actions, including at minimum:
   - Local regulatory enforcement action taken against the sewer lateral owner in response to a spill, as applicable, and
   - System operation, maintenance and program modifications implemented to prevent repeated spill occurrences at the same spill location.

4.5. Sewer System Telemetry Records

The Enrollee shall maintain the following sewer system telemetry records if used to document compliance with this General Order, and previous General Order 2006-0003-DWQ as applicable, including spill volume estimates:

- Supervisory control and data acquisition (SCADA) system(s);
- Alarm system(s);
- Flow monitoring device(s) or other instrument(s) used to estimate sewage flow rates, and/or volumes;
- Computerized maintenance management system records; and
- Asset management-related records.

4.6. Sewer System Management Plan Implementation Records

The Enrollee shall maintain records documenting the Enrollee's implementation of its Sewer System Management Plan, including documents supporting its Sewer System Management Plan audits, corrections, modifications, and updates to the Sewer System Management Plan.

4.7. Audit Records

The Enrollee shall maintain, at minimum, the following records pertaining to its Sewer System Management Plan audits, and other internal audits:

- Completed audit documents and findings;
- Name and contact information of staff and/or consultants that conducted or involved in the audit; and
- Follow-up actions based on audit findings.

4.8. Equipment Records

The Enrollee shall maintain a log of all owned and leased sewer system cleaning, operational, maintenance, construction, and rehabilitation equipment.

4.9. Work Orders

The Enrollee shall maintain record of work orders for operations and maintenance projects.

ATTACHMENT E2 – SUMMARY OF NOTIFICATION, MONITORING AND REPORTING REQUIREMENTS

This Attachment provides a summary of notification, monitoring and reporting requirements, by spill category, and for Enrollee-owned and/or operated laterals as required in Attachment E1 of this General Order, for quick reference purposes only.

Table E2-1

Spill Category 1: Spills to Surface Waters

Spill Requirement	Due	Method
Notification	**Within two (2) hours** of the Enrollee's knowledge of a Category 1 spill of 1,000 gallons or greater, discharging or threatening to discharge to surface waters: Notify the California Office of Emergency Services and obtain a notification control number.	California Office of Emergency Services at: (800) 852-7550 (Section 1 of Attachment E1)
Monitoring	• Conduct spill-specific monitoring; • Conduct water quality sampling of the receiving water within **18 hours** of initial knowledge of spill of 50,000 gallons or greater to surface waters.	(Section 2 of Attachment E1)
Reporting	• Submit Draft Spill Report **within three (3) business days** of the Enrollee's knowledge of the spill; • Submit Certified Spill Report **within 15 calendar days** of the spill end date; • Submit Technical Report **within 45 calendar days** after the spill end date for a Category 1 spill in which **50,000 gallons or greater** discharged to surface waters; and • Submit Amended Spill Report **within 90 calendar days** after the spill end date.	(Section 3.1 of Attachment E1)

Table E2-2
Spill Category 2: **Spills of 1,000 Gallons or Greater That Do Not Discharge to Surface Waters**

Spill Requirements	Due	Method
Notification	**Within two (2) hours** of the Enrollee's knowledge of a Category 2 spill of 1,000 gallons or greater, discharging or threatening to discharge to waters of the State: Notify California Office of Emergency Services and obtain a notification control number.	California Office of Emergency Services at: (800) 852-7550 (Section 1 of Attachment E1)
Monitoring	Conduct spill-specific monitoring.	(Section 2 of Attachment E1)
Reporting	• Submit Draft Spill Report **within three (3) business days** of the Enrollee's knowledge of the spill; • Submit Certified Spill Report **within 15 calendar days** of the spill end date; and • Submit Amended Spill Report **within 90 calendar days** after the spill end date.	(Section 3.2 of Attachment E1)

Table E2-3
Spill Category 3: Spills of Equal or Greater than 50 Gallons and Less than 1,000 Gallons That Does Not Discharge to Surface Waters

Spill Requirements	Due	Method
Notification	Not Applicable	Not Applicable
Monitoring	Conduct spill-specific monitoring.	(Section 2 of Attachment E1)
Reporting	• Submit monthly Certified Spill Report to the online CIWQS Sanitary Sewer System Database within **30 calendars days** after the end of the month in which the spills occur; and • Submit Amended Spill Reports **within 90 calendar days** after the Certified Spill Report due date.	(Section 3.3 and 3.5 of Attachment E1)

Table E2-4
Spill Category 4: Spills Less Than 50 Gallons That Do Not Discharge to Surface Waters

Spill Requirements	Due	Method
Notification	Not Applicable	Not Applicable
Monitoring	Conduct spill-specific monitoring.	(Section 2 of Attachment E1)
Reporting	• If, during any calendar month, Category 4 spills occur, certify monthly, the estimated total spill volume exiting the sanitary sewer system, and the total number of all Category 4 spills into the online CIWQS Sanitary Sewer System Database, within 30 days after the end of the calendar month in which the spills occurred. • Upload and certify a report, in an acceptable digital format, of all Category 4 spills to the online CIWQS Sanitary Sewer System Database, by February 1st after the end of the calendar year in which the spills occur.	(Section 3.4, 3.6, 3.7 and 4.4 of Attachment E1)

Table E2-5
Enrollee Owned and/or Operated Lateral Spills That Do Not Discharge to Surface Waters

Spill Requirements	Due	Method
Notification	**Within two (2) hours** of the Enrollee's knowledge of a spill of 1,000 gallons or greater, from an enrollee-owned and/or operated lateral, discharging or threatening to discharge to waters of the State: Notify California Office of Emergency Services and obtain a notification control number. Not applicable to a spill of less than 1,000 gallons.	California Office of Emergency Services at: (800) 852-7550 (Section 1 of Attachment E1)
Monitoring	Conduct visual monitoring.	(Section 2 of Attachment E1)
Reporting	• Upload and certify a report, in an acceptable digital format, of all lateral spills (that do not discharge to a surface water) to the online CIWQS Sanitary Sewer System Database, by February 1st after the end of the calendar year in which the spills occur. • Report a lateral spill of any volume that discharges to a surface water as a Category 1 spill.	(Sections 3.6, 3.7 and 4.4 of Attachment E1)

ATTACHMENT F – REGIONAL WATER QUALITY CONTROL BOARD CONTACT INFORMATION

This Attachment provides a map, list of counties, and contact information to assist the Enrollee in identifying the corresponding Regional Water Quality Control Board office, for all Regional Water Board notification requirements in this General Order.



Region 1 -- North Coast Regional Water Quality Control Board:
Del Norte, Glenn, Humboldt, Lake, Marin, Mendocino, Modoc, Siskiyou, Sonoma, and Trinity counties.

RB1SpillReporting@waterboards.ca.gov or (707) 576-2220

Region 2 -- San Francisco Bay Regional Water Quality Control Board:
Alameda, Contra Costa, San Francisco, Santa Clara (Northern most part of Morgan Hill), San Mateo, Marin, Sonoma, Napa, Solano counties.

RB2SpillReports@waterboards.ca.gov or (510) 622-2369

Region 3 -- Central Coast Regional Water Quality Control Board:
Santa Clara (most of Morgan Hill), San Mateo (Southern portion), Santa Cruz, San Benito, Monterey, Kern (small portions), San Luis Obispo, Santa Barbara, Ventura (Northern portion) counties.

CentralCoast@waterboards.ca.gov or (805) 549-3147

Region 4 -- Los Angeles Regional Water Quality Control Board:
Los Angeles, Ventura counties (small portions of Kern and Santa Barbara counties).

rb4-ssswdr@waterboards.ca.gov or (213) 576-6600

Region 5 -- Central Valley Regional Water Quality Control Board:

Rancho Cordova (Sacramento) Office: Colusa, Lake, Sutter, Yuba, Sierra, Nevada, Placer, Yolo, Napa, (North East), Solano (West), Sacramento, El Dorado, Amador, Calaveras, San Joaquin, Contra Costa (East), Stanislaus, Tuolumne counties.

RB5sSpillReporting@waterboards.ca.gov or (916) 464-3291

Fresno Office: Fresno, Kern, Kings, Madera, Mariposa, Merced, and Tulare counties, and small portions of San Benito and San Luis Obispo counties.

RB5fSpillReporting@waterboards.ca.gov or (559) 445-5116

Redding Office: Butte, Glen, Lassen, Modoc, Plumas, Shasta, Siskiyou, and Tehama counties.

RB5rSpillReporting@waterboards.ca.gov or (530) 224-4845

Region 6 -- Lahontan Regional Water Quality Control Board:
Lake Tahoe Office: Alpine, Modoc (East), Lassen (East side and Eagle Lake), Sierra, Nevada, Placer, El Dorado counties.

RB6sSpillReporting@waterboards.ca.gov or (530) 542-5400

Victorville Office: Mono, Inyo, Kern (East), San Bernardino, Los Angeles (North East corner) counties.

RB6vSpillReporting@waterboards.ca.gov or (760) 241-6583

Region 7 -- Colorado River Basin Regional Water Quality Control Board:
Imperial county and portions of San Bernardino, Riverside, San Diego counties.

RB7SpillReporting@waterboards.ca.gov or (760) 346-7491

Region 8 -- Santa Ana Regional Water Quality Control Board:
Orange, Riverside, San Bernardino counties.

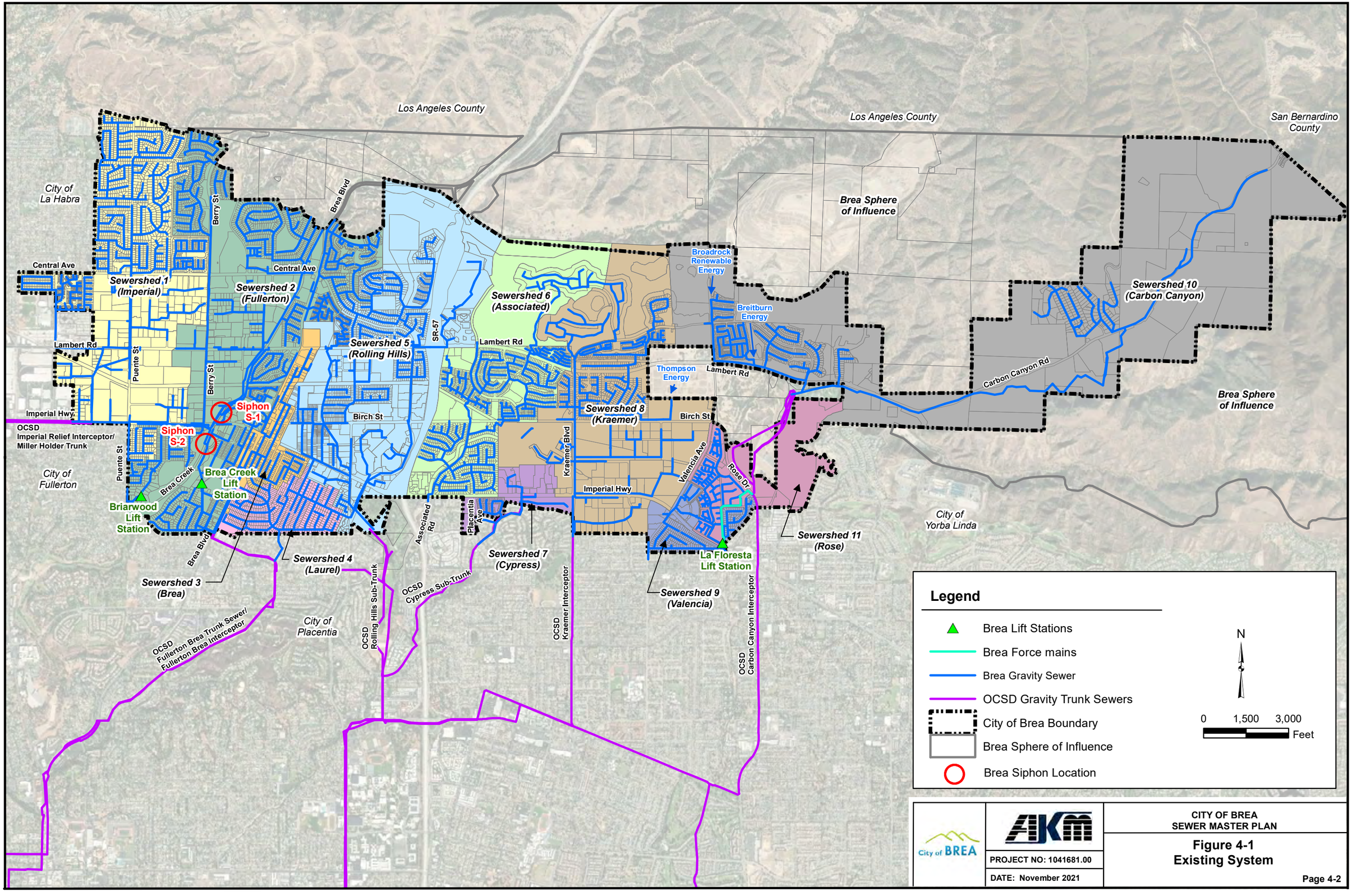
RB8SpillReporting@waterboards.ca.gov or (951) 782-4130

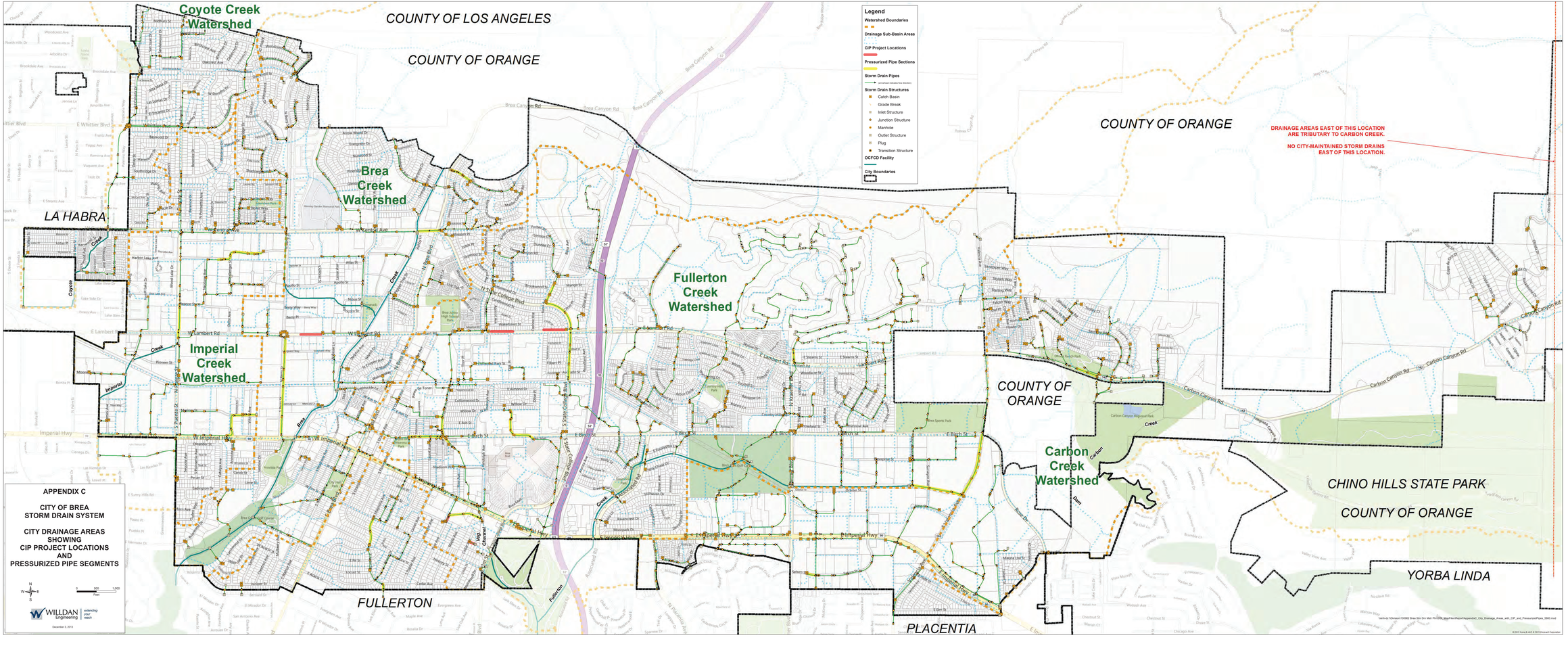
Region 9 -- San Diego Regional Water Quality Control Board:
San Diego county and portions of Orange and Riverside counties.

RB9Spill_Report@waterboards.ca.gov or (619) 516-1990

End of Order 2022-0103-DWQ

Appendix B: Existing Sewer and Storm Drain System Maps


Los Angeles County
Los Angeles County
San Bernardino County
City of La Habra
Brea Sphere of Influence
Broadrock Renewable Energy
Breitburn Energy
Thompson Energy
Sewershed 1 (Imperial)
Sewershed 2 (Fullerton)
Sewershed 3 (Brea)
Sewershed 4 (Laurel)
Sewershed 5 (Rolling Hills)
Sewershed 6 (Associated)
Sewershed 7 (Cypress)
Sewershed 8 (Kraemer)
Sewershed 9 (Valencia)
Sewershed 10 (Carbon Canyon)
Sewershed 11 (Rose)
Central Ave
Lambert Rd
Imperial Hwy
Birch St
Brea Blvd
Berry St
Puente St
SR-57
Carbon Canyon Rd
Kraemer Blvd
Valencia Ave
Rose Dr
Placentia Ave
Associated Rd
Brea Creek
Siphon S-1
Siphon S-2
Brea Creek Lift Station
Briarwood Lift Station
La Floresta Lift Station
OCSD Imperial Relief Interceptor/ Miller Holder Trunk
OCSD Fullerton Brea Trunk Sewer/ Fullerton Brea Interceptor
OCSD Rolling Hills Sub-Trunk
OCSD Cypress Sub-Trunk
OCSD Kraemer Interceptor
OCSD Carbon Canyon Interceptor
City of Fullerton
City of Placentia
City of Yorba Linda
Brea Sphere of Influence
Legend
Brea Lift Stations
Brea Force mains
Brea Gravity Sewer
OCSD Gravity Trunk Sewers
City of Brea Boundary
Brea Sphere of Influence
Brea Siphon Location
N
0
1,500
3,000
Feet
City of BREA
AKM
CITY OF BREA
SEWER MASTER PLAN
Figure 4-1
Existing System
PROJECT NO: 1041681.00
DATE: November 2021
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Coyote Creek Watershed
COUNTY OF LOS ANGELES
COUNTY OF ORANGE
Brea Creek Watershed
LA HABRA
Fullerton Creek Watershed
Imperial Creek Watershed
COUNTY OF ORANGE
DRAINAGE AREAS EAST OF THIS LOCATION ARE TRIBUTARY TO CARBON CREEK.
NO CITY-MAINTAINED STORM DRAINS EAST OF THIS LOCATION.
Carbon Creek Watershed
CHINO HILLS STATE PARK
COUNTY OF ORANGE
YORBA LINDA
FULLERTON
PLACENTIA
Legend
Watershed Boundaries
Drainage Sub-Basin Areas
CIP Project Locations
Pressurized Pipe Sections
Storm Drain Pipes
Storm Drain Structures
Catch Basin
Grade Break
Inlet Structure
Junction Structure
Manhole
Outlet Structure
Plug
Transition Structure
OCFCD Facility
City Boundaries
APPENDIX C
CITY OF BREA
STORM DRAIN SYSTEM
CITY DRAINAGE AREAS SHOWING CIP PROJECT LOCATIONS AND PRESSURIZED PIPE SEGMENTS
WILLDAN Engineering
December 5, 2013

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TITLE 13: UTILITIES

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13.08 WATER

13.12 WELL CONSTRUCTION AND ABANDONMENT

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CHAPTER 13.00: SEWERS

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ARTICLE I. INSTALLATION

§ 13.00.100 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

BEST MANAGEMENT PRACTICES. Schedules of activities, prohibitions of practices, maintenance procedures and other management practices to prevent or reduce the introduction of FOG to the sewer facilities.

B.O.D. or ***BIOCHEMICAL OXYGEN DEMAND.*** The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five (5) days at twenty degrees Centigrade (20°C), expressed in parts per million by weight.

BUILDING. A structure entirely separated from any other structure by a space or by walls by whichthere are no communicating doors or windows or similar openings.

BUILDING DRAIN. That part of the lowest piping of a drainage system which receives waste from inside the building and conveys it to the building sewer which begins ten (10) feet outside the building wall.

BUILDING SEWER. That part of the horizontal piping of a drainage system, which receives the discharge from a single building drain and conveys it directly to a public sewer, private sewer, or on-site sewage disposal system.

CHANGE IN OPERATIONS. Any change in the ownership, food types, or operational procedures that have the potential to increase the amount of FOG generated and/or discharged by FSEs in an amount that alone or collectively causes or creates a potential for SSOs to occur.

CITY. The City of Brea.

CITY ENGINEER. The City Engineer of the City of Brea or his or her designee.

CITY MANAGER. The City Manager of the City of Brea or his or her designee.

CONNECTING SEWER. That portion of the sewer system that extends from the “wye” or “tee” branch of the public sewer within public right-of-way or a public easement. ***CONNECTING SEWERS*** are owned by and the responsibility of the property owner, and NOT by the City of Brea.

COUNTY. The County of Orange.

DISCHARGER. Any person who discharges or causes a discharge of wastewater directly or indirectly to the sewer facilities. ***DISCHARGER*** shall have the same meaning as ***USER***.

DISTRICT. Orange County Sanitation District (OCSD).

DOMESTIC SEPTAGE. The liquid and solid material removed from a septic tank, cesspool, portable toilet, Type III marine sanitation device, or similar treatment works that receives only domestic wastewater.

DOMESTIC WASTEWATER. The liquid and solid waterborne wastes derived from the ordinary living processes of humans of such character as to permit satisfactory disposal, without special treatment, into the public sewer or by means of a private disposal system.

FATS, OILS AND GREASE (FOG). Any substance including vegetable, animal or other product that is used in, or is a by-product of the cooking or food preparation process, and that turns or may turn viscous or solidify with a change in temperature or other conditions.

FATS, OILS AND GREASE CONTROL MANUAL or ***FOG CONTROL MANUAL.*** The manual setting forth best management practices for FSEs, as approved by the City Manager.

FIXTURE. Any plumbing or sewer outlet requiring a trap or vent.

FOG CONTROL PROGRAM. A program required by and developed pursuant to § C.12(viii) of the sewer WDRs as part of the Sewer System Management Plan (“SSMP”) developed by the city.

FOG WASTEWATER DISCHARGE PERMIT or ***DISCHARGE PERMIT.*** A FOG wastewater discharge permit issued by the city pursuant to this article.

FOOD FACILITY, FOOD FACILITIES, FOOD SERVICE ESTABLISHMENT or ***FSE.*** “Facilities” defined in California Uniform Retail Food Facility Law (CURFFL), Cal. Health & Safety Code § 113785, and any commercial entity within the boundaries of the city, operating in a permanently constructed structure such as a room, building, or other place, or portion thereof, and maintained, used, or operated for the purpose of storing, preparing, serving, or manufacturing, packaging, or otherwise handling food for sale to other entities, or for consumption by the public, its members or employees, and which has any process or device that uses or produces FOG, or grease vapors, steam, fumes, smoke or odors that are required to be removed by a Type I or Type II hood, as defined in CURFFL. A limited food preparation establishment is not considered a ***FSE*** when engaged only in reheating, hot holding or assembly of ready to eat food products and as a result, there is no wastewater discharge containing a significant amount of FOG. A limited food preparation establishment does not include any operation that changes the form, flavor, or consistency of food.

FOOD GRINDER. Any device installed in the plumbing or sewer system for the purpose of grinding food waste or food preparation by-products for the purpose of disposing it into the sanitary sewer system.

GARBAGE. Solid wastes from the preparation, cooking, or dispensing of food, and from the handling, storing and sale of produce.

GREASE CONTROL DEVICE. Any grease interceptor, grease trap or other mechanism or equipment, which attaches to wastewater plumbing fixtures and lines, the purpose of which is to trap/collect FOG prior to it being discharged into the sanitary sewer system.

GREASE DISPOSAL MITIGATION FEE. A fee charged by the city to an owner/operator of a FSE when there are physical limitations to the property or structure that make the installation of the usual and customary grease interceptor for the FSE under consideration impossible.

GREASE INTERCEPTOR. A multi-compartment device that is constructed in different sizes and is generally required to be located, according to the Uniform Plumbing Code, underground between a food facility and the connection to the sewer system. These devices primarily use gravity to separate FOG from the wastewater as it moves from one compartment to the next.

GREASE TRAP. A grease control device that is used to serve individual fixtures.

HOUSE SEWER. That portion of the horizontal piping extending from a point two (2) feet from the foundation wall of the building to its connection with the connecting sewer. ***HOUSE SEWERS*** are owned by the property owner and NOT the City of Brea.

INDUSTRIAL WASTEWATER. All liquid-carried wastes and wastewater of the community, excluding domestic wastewater and domestic septage, and shall include all wastewater from any producing, manufacturing, processing, agricultural, or other operation.

INSPECTOR. A person authorized by the city to inspect any existing or proposed wastewater generation, conveyance, processing, and disposal facilities.

INTERFERENCE. Any discharge which, alone or in conjunction with discharges from other sources, inhibits or disrupts the city's sanitary sewer system, treatment processes or operations; or is a cause of violation of any NPDES permit or waste discharge requirements issued to the city, including but not limited to the sewer WDRs.

LIMITED FOOD PREPARATION ESTABLISHMENTS. Establishments engaged only in reheating, hot holding or assembly of ready to eat food products. It does not include any operation that changes the form, flavor, or consistency of food. For purposes of this article, a ***LIMITED FOOD PREPARATION ESTABLISHMENT*** is not considered to be a food facility.

LOT. Any piece or parcel of land as bounded, defined or shown upon the latest map, plan or deed recorded in the office of the County Recorder.

MAIN SEWER. A main pipe line sewer of the city laid in the streets, alleys, along rights-of-ways or within an easement provided for the collection of sewage from connecting sewers and conveying same to disposing plant, and provided with wye and tee branches for connecting sewers.

MAJOR OPERATIONAL CHANGE. A physical change or operational change of an FSE which causes or results in the generation of an amount of FOG that exceeds the current amount of FOG discharged to the sewer system by the FSE and which causes or creates a potential for interference with the sewer system or SSO.

MANIFEST. That receipt which is retained by the generator of wastes for disposing recyclable wastes or liquid wastes as required by the city.

NATURAL OUTLET. Any outlet into a watercourse, pond, ditch, lake or other body of surface or ground water.

NEW CONSTRUCTION. Any structure planned or under construction for which a sewer connection permit has not been issued.

PERMITTEE. A person who has received a permit to discharge wastewater into the city's sewer facilities subject to the requirements and conditions established by the city.

pH: The logarithm of the reciprocal of the weight of hydrogen ions in grams per liter of solution.

PROPERLY SHREDDED GARBAGE. The wastes from the preparation, cooking, and dispensing of food that have been shredded to such degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than one-eighth (1/8") inch in any dimension.

PUBLIC SEWER. A sewer in which all owners of abutting properties have rights, and is controlled by public authority.

REGULATORY AGENCY or ***REGULATORY AGENCIES.*** Those agencies having regulatory jurisdiction over the operations of the city, including, but not limited to:

1. The United States Environmental Protection Agency;
2. The California State Water Resources Control Board (SWRCB);
3. The California Regional Water Quality Control Board, Santa Ana Region (Santa Ana RWQCB);
4. The California Department of Public Health (CDPH).
5. The California State Office of Emergency Services.
6. The Orange County Sanitation District (OCSD);
7. The Orange County Health Care Agency; and
8. The Orange County Public Works Department.

REMODELING. A physical change exceeding a cost of fifty thousand dollars ($50,000) to a food facility that requires a building permit, and involves any one (1) or combination of the following:

1. Under-slab plumbing in the food processing area;
2. A thirty percent (30%) increase in the net public seating area;
3. A thirty percent (30%) increase in the size of the kitchen area; or

4. Any change in the size or type of food preparation equipment.

SANITARY SEWAGE. The sewage discharging from the sanitary conveniences of dwellings, (including apartment houses and hotels), office buildings, factories or institutions.

SANITARY SEWER. A sewer which carries sewage and to which storm, surface, and ground waters are not intentionally admitted.

SEWAGE. Any combination of sanitary sewage and industrial wastes.

SEWAGE WORKS. All facilities for collecting, pumping, treating and disposing of sewage.

SEWER LATERAL. A building sewer (sanitary) as defined in the Uniform Plumbing Code. It is the wastewater connection between the structure's wastewater facilities and a public sewer system. ***SEWER LATERALS*** between the main sewer line and the property being served by the lateral are owned by the property owner, and NOT by the City of Brea.

SEWER SYSTEM or ***SEWER FACILITIES.*** Any and all facilities operated by the city and used for collecting, conveying, pumping, treating, and disposing of wastewater, sewage and sludge.

SEWER WDRS. The State General Waste Discharge Requirements for Sanitary Sewer Systems (State Water Resources Control Board Order No. 2006-2003).

SSOs. Sanitary sewer overflows.

SUSPENDED SOLIDS. Solids that either float on the surface of, or are in suspension in water, sewage, or other liquids; and which are removable by laboratory filtering.

USER. Any person who discharges or causes a discharge of wastewater directly or indirectly to a public sewer system. ***USER*** shall mean the same as ***DISCHARGER***.

WASTE. Sewage and any and all other waste substances, liquid, solid, gaseous or radioactive, associated with human habitation or of human or animal nature, including such wastes placed within containers of whatever nature prior to and for the purpose of disposal.

WASTEWATER. The liquid- and water-carried wastes of the community and all constituents thereof, whether treated or untreated, discharged into or permitted to enter a public sewer.

WASTEWATER CONSTITUENTS AND CHARACTERISTICS. The individual chemical, physical, bacteriological, and other parameters, including volume and flow rate and such other parameters that serve to define, classify or measure the quality and quantity of wastewater.

WATERCOURSE. A channel in which a flow of water occurs, either continuously or intermittently.

WATER MINIMIZATION PRACTICES. Plans or programs intended to reduce or eliminate discharges to the sewer system or to conserve water, including, but not limited to, product substitutions, housekeeping practices, inventory control, employee education, and other steps as necessary to minimize wastewater produced.

(Ord. 1137, passed 4-20-10)

§ 13.00.110 WHEN CONNECTION WITH CITY LINES REQUIRED.

It shall be unlawful for any person to make, or cause to be made, any connections with any cesspool or place for depositing sewage, except with and into sewage disposal lines within the city, and subject to inspection and such regulation by the city as provided in this chapter, or as may from time to time, be prescribed by the City Council, if and when the property or place to be connected, fronts upon, or is located within two hundred (200) feet of a constructed, completed and accepted city line sewer.

(Ord. 1137, passed 4-2-10) Penalty, see §§ 13.00.610 and 13.00.620

§ 13.00.120 PERMIT TO CONNECT WITH MAIN SEWER LINES.

A. It shall be unlawful for any person to make or attempt to make, or cause to be made any connection with the main sewer lines of the city without first having secured permit there for, and having paid a connection fee in an amount which shall be set by the Council from time to time. Permission to make such connection shall be granted upon application made upon blank forms furnished by the city and in manner as in such form prescribed. Such application shall be filed with the City Engineer, together with the connection fee. The City Engineer shall be authorized to issue a permit for making such connection. The fee so paid shall be deposited in the "sewer fund." All sewer connections and pipe lines laid in connection therewith must be under the supervision of the City Engineer and in conformity with the requirements and provisions relating to such connections prescribed by the City Council.

B. A permit shall not be assignable or transferable or used to aid or abet any unlicensed firm or corporation in the performance of any work or operation for which such permit was issued.

C. It shall be unlawful for any person to enter upon any street or public place in the city or excavate therein for the purpose of laying any pipe or making any such connection or to lay such pipe or make such connection, without having first deposited, in addition to the application fee herein prescribed, a deposit in such sum as prescribed by the City Council as

guarantee that the street or public place so excavated or disturbed will be repaired and placed in like condition as such street was, prior to the commencement of such excavation. The deposit shall be returned to the depositor if and when repairs of the streets as herein provided shall have been completed and approved. If repair is not made within ten (10) days after commencement of such excavation, the City Engineer shall cause the same to be repaired and charge the cost thereof against the deposit, and thereupon refund the balance, if any, not used.

(Ord. 1137, passed 4-20-10) Penalty, see §§ 13.00.610 and 13.00.620

§ 13.00.130 SEPARATE CONNECTION REQUIRED FOR EACH STRUCTURE; EXCEPTIONS.

A. Every building or other structure situated within the city shall be separately and independently connected with a connecting sewer, except where more than one (1) building or other structure is situated upon the same lot, in which case all such buildings and structures may be joined in the use of one (1) house and connecting sewer; provided, however, that all such buildings and structures are owned by the same person.

B. The same connecting sewer may, in special cases, by permission of the City Engineer, be used to serve two (2) or more lots.

(Ord. 1137, passed 4-20-10)

§ 13.00.140 USE OF EXISTING SEWERS; INSPECTION AND PERMIT REQUIRED.

A. No building or other structure shall be connected to an old sewer nor shall any old sewer line be used unless it will satisfactorily stand the test provided in this article for new sewer, and a permit has been granted for so connecting and a certificate of inspection obtained from the City Engineer.

B. On any lot where there is an existing house sewer serving the building and upon which another building is to be placed, such building may be served from the existing house sewer; provided, however, that such sewer has been approved by the City Engineer; and provided further, that wherever the existing sewer would be within the area to be occupied by the proposed building, it shall be reconstructed of extra strength vitrified clay or SDR-26 PVC pipe.

C. House connection sewers may be constructed of either extra strength vitrified clay or SDR-26 PVC pipe.

(Ord. 1137, passed 4-20-10)

§ 13.00.150 INSPECTION/RIGHT-OF-ENTRY.

A. Construction of structures, planting of trees or any other cause of obstructions over sewers or sewer laterals that restrict or prevent access for inspection and maintenance to sewers, sewer laterals and other wastewater generating and disposal facilities is prohibited.

B. Users or occupants of a premises where wastewater is created, conveyed, treated, or discharged shall allow city representatives, having presented proper credentials, reasonable access to all parts of the wastewater generating and disposal facilities for the purposes of inspection, sampling, monitoring, reviewing or copying records, photographing, videotaping, or recording during all times that the discharger’s facility is open, operating, or any other reasonable time. No user shall interfere with, delay, resist or refuse entrance to authorized city or OCSD personnel attempting to inspect any facility involved directly or indirectly with a discharge of wastewater to the city’s sewer system.

(Ord. 1137, passed 4-20-10)

§ 13.00.160 FOOD GRINDERS PROHIBITED.

Installation of food grinders in all new non-residential construction is prohibited.

(Ord. 1137, passed 4-20-10) Penalty, see §§ 13.00.610 and 13.00.620

§ 13.00.170 CONSTRUCTION STANDARDS.

A. All sewers system pipelines and appurtenances shall be constructed in accordance with the City Sewer Standards Plans and Specifications.

B. For construction specifications and details not covered in the City Standards, the following reference standards may be applied at the discretion of the City Engineer:

1. The California Plumbing Code;
2. The Uniform Plumbing Code;
3. The Standard Specifications for Public Works Construction (Greenbook); and/or
4. The Standard Plans for Public Works Construction (Greenbook).

(Ord. 1137, passed 4-20-10)

ARTICLE II. USE

§ 13.00.200 DEFINITIONS.

See § 13.00.100 for the definitions that apply to Article II.

(Ord. 1137, passed 4-20-10)

§ 13.00.210 USE OF PUBLIC SEWERS REQUIRED.

It shall be unlawful for any person to place, deposit, or permit to be deposited in an unsanitary manner upon public or private property within the city, or in any area under the jurisdiction of the city, any human or animal excrement, garbage, or other objectionable waste.

(Ord. 1137, passed 4-20-10) Penalty, see §§ 13.00.610 and 13.00.620

§ 13.00.220 DISCHARGE IN NATURAL OUTLETS REGULATED.

It shall be unlawful to discharge to any natural outlet within the city or any area under the jurisdiction of the city, any sanitary sewage, industrial wastes, or other polluted waters, except where suitable treatment has been provided in accordance with subsequent provisions of this article.

(Ord. 1137, passed 4-20-10) Penalty, see §§ 13.00.610 and 13.00.620

§ 13.00.230 INDUSTRIAL WASTEWATER.

A. The Orange County Sanitation District (OCSD) regulates all industrial wastewater discharges to the public sewer system. Any person desiring a permit to connect to the public sewer for the purpose of discharging any industrial waste shall submit an application to the OCSD. The application shall include complete information regarding the quantity and nature of the wastewater to be discharged. A copy of the industrial wastewater discharge permit issued by OCSD must be submitted to the city prior to city issuance of a certificate of occupancy.

B. The admission into the public sewers of any waters or wastes having any of the following shall be subject to review and approval of the City Engineer:

1. A five (5) day biochemical oxygen demand greater than three hundred (300) parts per million by weight;
2. More than three hundred fifty (350) parts per million by weight of suspended solids;
3. Any quantity of substances having the characteristics described in §13.00.240;
4. An average daily flow greater than five percent (5%) of the average daily sewage flow of the city;
5. A peak flow of more than four (4) times its average daily flow; or
6. Additional prohibited discharges are listed in §13.00.240.

C. Where necessary in the opinion of OCSD or the City Engineer, the owner shall provide, at his or her expense, such preliminary treatment or other remedial measures as may be necessary to meet the conditions set out in this article. Plans, specifications and any other pertinent information relating to proposed preliminary treatment facilities shall be submitted for review by OCSD, the City Engineer, and the Orange County Health Care Agency. No construction of such facilities shall commence until the review has been completed and written authorization for such construction has been received.

D. Where preliminary treatment facilities are provided for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner at his or her expense.

E. When required by the City Engineer, the owner of any property served by a building sewer carrying industrial wastes shall install a suitable control manhole in the building sewer to facilitate observation, sampling and measurement of the wastes. Such manhole, when required, shall be accessibly and safely located, and shall be constructed in accordance with plans approved by the City Engineer. The manhole shall be installed by the owner at his or her expense, and shall be maintained by him or her so as to be safe and accessible at all times.

F. All measurements, tests, and analyses of the characteristics of waters and wastes to which reference is made in Chapter 13, shall be determined in accordance with the latest edition of *Standard Methods for the Examination of Water and Sewage*. Samples shall be taken at a control manhole. In the event that no special manhole has been provided, the control manhole shall be considered to be the nearest downstream manhole in the public sewer to the point at which the building sewer is connected.

G. No statement contained in this article shall be construed as preventing any special agreement or arrangement between the city and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the city for treatment subject to payment therefor by the industrial concern.

(Ord. 1137, passed 4-20-10)

§ 13.00.240 PROHIBITIONS AND LIMITATIONS ON DISCHARGES.

No person shall discharge or allow to be discharged wastewaters directly or indirectly into city sewer facilities that cause or are capable of causing, either alone or by interaction with other substances, interference with the operation of city sewers, including but not limited to the following.

A. *General prohibitions.*

1. No user shall introduce or cause to be introduced into the city sewer system, any pollutant, wastewater, or flow that causes pass through or interference or would cause the city to violate any federal, state, or local regulatory requirement.

2. No user shall increase the contribution of flow, pollutants, or change the nature of pollutants where such contribution or change does not meet applicable standards and requirements or where such contribution would cause the city to violate any federal, state, or local regulatory permit.

3. No person shall transport waste from one location or facility to another for the purpose of treating or discharging it directly or indirectly to the city sewer system without written permission from the city.

4. No person shall deliver by vehicular transport, rail car, or dedicated pipeline, directly or indirectly to the OCSD sewerage facilities, wastewater which contains any substance that is defined as a hazardous waste by the regulatory agencies.

B. *Specific prohibitions.* No user shall introduce or cause to be introduced into the sewerage facilities, pollutants, substances, or wastewater which:

1. Creates a fire or explosive hazard in the sewerage facilities including, but not limited to, waste streams with a closed-cup flashpoint of less than one hundred forty degrees Fahrenheit (140°F) (sixty degrees Centigrade (60°C)) using the test methods specified in 40 CFR 261.21; or produces a gaseous mixture that is ten percent (10%) or greater of the lower explosive limit (LEL). Prohibited materials include, but are not limited to, gasoline, kerosene, naphtha, benzene, toluene, ethers, alcohols, ketones, aldehydes, peroxides, chlorates, perchlorates, bromates, carbides, hydrides and sulfides;

2. Causes obstruction to the flow in the sewer system resulting in interference or damage to the sewerage facilities;

3. Produces noxious or malodorous liquids, gases, solids, or other wastewater which, either singly or by interaction with other wastes, is sufficient to create a public nuisance or a hazard to life, or to prevent entry into the sewers for maintenance or repair;

4. Results in toxic gases, vapors, or fumes within the sewerage facilities in a quantity that may cause acute worker health and safety problems;

5. Contains any radioactive wastes or isotopes except in compliance with applicable regulations from other governmental agencies empowered to regulate the use of radioactive materials;

6. Causes, alone or in conjunction with other sources, the OCSD's treatment plant effluent to fail a toxicity test. Any toxic substances in amounts exceeding established standards. Any chemical elements or compounds, phenols or other taste or odor producing substances. Any chemical elements or compounds, which are not susceptible to treatment and/or will pass through the OCSD treatment facilities or which may interfere with the biological processes or efficiency of the treatment processes. Any chemical elements or compounds cause acute worker health and safety problems;

7. Causes the OCSD's effluent or any other product of the treatment process, residues, biosolids, or scums, to be unsuitable for reclamation, reuse or disposal;

8. Causes discoloration or any other condition that affects the quality of the OCSO's influent or effluent in such a manner that inhibits the OCSO's ability to meet receiving water quality, biosolids quality, or air quality requirements established by regulatory agencies;

9. Creates excessive foaming in the sewer system or at the treatment facilities;

10. Violates any applicable federal categorical pretreatment standard, statute, regulation, or ordinance of any public agency or regulatory agency having jurisdiction over the operation of or discharge of wastewater through the sewerage facilities;

11. Has a pH less than six (6.0) or greater than twelve (12.0). Any waste which will cause corrosion or deterioration of the city sewer system or OCWD treatment facilities. Prohibited materials include, but are not limited to, acids, sulfides, concentrated chloride and fluoride compounds and substances which will react with water to form acidic products;

12. Has a maximum biochemical oxygen demand (BOD) greater than fifteen thousand (15,000) pounds per day;

13. Is in excess of the permitted mass emission rates established in accordance with: the concentration limits set forth in Table 1, or the latest update of OCSD wastewater discharge regulations or the OCSD-issued discharge permit;

14. Contains material which will readily settle or cause an obstruction to flow in the sewer resulting in interference. Any solid or viscous wastes which will or may cause obstruction to the flow in a sewer, or otherwise interfere with the proper operation of OCSD treatment facilities. Prohibited materials include, but are not limited to, grease, uncomminuted garbage, animal guts or tissues, paunch manure, bones, hair, hides or fleshings, entrails, whole blood, feathers, ashes, cinders, sand, spent lime, stone or marble dust, metal, glass, straw, shavings, grass clippings, rags, spent grains, spent hops, waste paper, wood, plastic, tar, asphalt residues, residues from refining or processing of fuel or lubricating oil, and similar substances;

15. Contains wax, grease or oil of mineral origin in concentrations of more than one hundred (100) mg/l whether emulsified or not, or any other waste containing substances which may precipitate, solidify or become viscous at temperatures between thirty-two and one hundred fifty degrees Fahrenheit (32° and 150°F) (zero and sixty-five degrees Centigrade (0°and 65°C)) at the point of discharge into city sewers;

16. Contains garbage that has not been ground or comminuted to such a degree that all particles will be carried freely in suspension under flow conditions normally prevailing in the public sewers, with no particle greater than one-half (1/2) inch in any dimension;

Table 1 ***Orange County Sanitation District Maximum Allowable Local Discharge Limits***	
Constituent	***Milligrams/liter***

Table 1 ***Orange County Sanitation District Maximum Allowable Local Discharge Limits***	
Constituent	***Milligrams/liter***

Arsenic	2.0
Cadmium	1.0
Chromium (total)	2.0
Copper	3.0
Lead	2.0
Mercury	0.03
Nickel	10.0
Silver	5.0
Zinc	10.0
Cyanide (total)	5.0
Cyanide (amenable)	1.0
Polychlorinated biphenyls	0.01
Pesticides	0.01
Total toxic organics	0.58
Sulfide (total)	5.0
Sulfide (dissolved)	0.5
Oil and grease of mineral or petroleum origin	100.0
BOD	15,000 lbs/day

Maximum Allowable Discharge Limits ***For Wastehaulers Discharging Domestic Septage***	
Constituent	***Milligrams/liter***

Maximum Allowable Discharge Limits ***For Wastehaulers Discharging Domestic Septage***	
Constituent	***Milligrams/liter***

Cadmium	1.0
Chromium	2.0
Copper	25.0
Lead	10.0
Nickel	10.0
Zinc	50.0

17. Contains slug load concentrations of pollutants that may cause interference with the OCSD treatment facilities;

18. Contains any amounts of organic phosphorus compounds released in a discharge at a flow rate or in a concentration which will cause pass through or interference with the sewerage facilities; or

19. Contains any waste not in compliance with national categorical pretreatment standards as represented in 40 CFR Ch. I, Subch. N or 40 CFR Parts 401-471.

C. *Storm water.* Ground water, street drainage, subsurface drainage, foundation drains, or yard drainage shall not be discharged directly or indirectly to the city sewer system. The city, at its sole discretion, may approve the discharge of such water by granting a special purpose permit only when no alternative method of disposal is reasonably available. The applicant shall bear the burden of demonstrating that no alternative method of disposal is reasonably available. If a special purpose permit is granted for the discharge of such water into a sewer, the user shall pay connection fees, applicable charges and fees for use and shall meet such other conditions as required by the city.

D. *Unpolluted water.* Unpolluted water, such as single-pass cooling water, shall not be discharged through direct or indirect connection to a public sewer. The city may approve the discharge of such water only when no alternative method of disposal is reasonably available by issuing a special purpose permit.

E. *Septic tank and cesspool wastes.* Discharges of septic tank, or cesspool wastes, into the city sewer or directly into the treatment plant facilities is prohibited.

F. *Temperature*. No person shall discharge wastewater with a temperature higher than one hundred forty degrees Fahrenheit (140°F) (sixty degrees Centigrade (60°C)). Heat in discharged wastewater shall not cause the temperature of wastewater entering the headworks of any OCSD wastewater treatment plant to exceed one hundred four degrees Fahrenheit (104°F) (forty degrees Centigrade (40°C)).

G *Point of discharge.* No person, excluding city personnel involved in maintenance functions of sewer facilities, shall discharge any water, wastewater or any substance directly into a manhole or other opening in a sewer other than through an approved building sanitary sewer, unless upon written application by the user and approved by the city and payment of the applicable charges for use and fees.

H. *Wastewater strength limitations.* No person shall discharge wastewater containing substances in excess of the quantities or concentrations listed in Table 1 or containing other materials, or having other characteristics, including, but not limited to, ammonia, biochemical oxygen demand (BOD), chemical oxygen demand, total organic carbon, suspended solids, oil or grease of animal or vegetable origin, total dissolved solids, and phenolic compounds in quantities that may cause or are found to cause problems, pass through, or interference with the sewerage facilities. No person shall discharge wastewater containing in excess of 0.01 mg/l of pesticides as a daily maximum, to include, but not limited to the following: DDT (dichlorodiphenyltrichloroethane, both isomers), DDE (dichlorodiphenylethylene), DDD (dichlorodiphenyldichloroethane), Aldrin, Benzene Hexachloride (alpha, beta, and gamma isomers), Chlordane, Endrin, Endrin aldehyde, TCDD (2,3,7,8-tetrachlorodibenzop-dioxin), Toxaphene (alpha)-Endosulphan, (beta)-Endosulphan, Endosulphan sulfate, Heptachlor, Heptachlor epoxide, and Dieldrin. No person shall discharge wastewater containing in excess of 0.01 mg/l of polychlorinated biphenyls as a daily maximum to include, but not limited to the following: Aroclors 1016, 1221, 1228, 1232, 1248, 1254, 1260, and 1262.

(Ord. 1137, passed 4-20-10) Penalty, see §§ 13.00.610 and 13.00.620

§ 13.00.250 ILLEGAL DISCHARGES AND UNAUTHORIZED CONNECTIONS.

A. No person shall discharge or make an unauthorized connection to the city sewer system without a permit or except as provided in the permit issued by the city. Specifically, but not by way of limitation as to any connection to the city sewer system; no roof downspouts, exterior foundation drains, areaway drains, car wash pads not covered by a roof, or other sources of surface runoff or ground water shall be connected to a city sewer facility or to a building sewer or building drain that in turn is connected directly or indirectly to a city sewer facility.

B. In the event of violation, all charges and penalties specified under Article VI Legal Authority and Penalties shall be applied and collected by the City Manager.

(Ord. 1137, passed 4-20-10) Penalty, see §§ 13.00.610 and 13.00.620

§ 13.00.260 ENFORCEMENT OF ARTICLE.

A. *Protection from damage.* No unauthorized person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance, or equipment, which is a part of the municipal sewage works.

B. *Notice to correct violation.* Any person found to be violating any provision of this article shall be served by the city with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations.

C. *Penalty for continuing violation.* Any person who shall continue any violation beyond the time limit provided for in § 13.00.581 Compliance Schedule Agreement shall be guilty of a misdemeanor.

D. *Liability for expense, loss or damage occasioned the city.* Any person violating any of the provisions of this article shall become liable to the city for any expense, loss or damage occasioned the city by reason of such violation.

(Ord. 1137, passed 4-20-10)

ARTICLE III. CHARGES FOR SEWAGE AND SANITATION SERVICES

§ 13.00.300 COUNCIL TO FIX CHARGES.

The City Council shall fix, determine and change from time to time the amount and character of the charges to be made, including different charges for services furnished in connection with different types or characters of property, any and all charges for the use by the public of the city sewerage facilities and for the collection of trash, garbage and other refuse by the city.

('61 Code, §19.36) (Ord. 219, passed - -)

§ 13.00.310 METHOD OF BILLING; PAYABLE IN ACCORDANCE WITH REGULATIONS FOR MUNICIPAL UTILITY SERVICE.

The charges provided for in § 13.00.300 shall be collected pursuant to Chapter 13.28.

ARTICLE IV. SEWER CONNECTION FEES

§ 13.00.400 PURPOSE AND INTENT.

The development of buildings and other facilities for human habitation in the city has created a need for the expansion of city sewer facilities and has increased the cost of maintaining the city's sewerage system. Accordingly, it is the intent of the Council that any person constructing a new building or such facility shall pay the fees prescribed in this article, or as subsequently established by ordinance or resolution of the City Council, prior to connecting the same to the city's sewerage system. The payment of the fees prescribed in this Article IV is required and assessed pursuant to the revenue raising power of the city in order to produce revenues to be utilized solely for the maintenance and repair of the sewerage system of the city and to provide new facilities of general benefit to that system and those persons utilizing it such as, but not limited to trunk lines. Fees set forth in this Article IV may be amended at any time by ordinance or resolution of the City Council in accordance with Cal. Gov't Code §§ 66000 through 66018, or any successor provisions thereto.

(Ord. 1137, passed 4-20-10)

§ 13.00.410 TIME OF PAYMENT OF FEES.

The fees required by this Article IV shall be paid as a prerequisite to the issuance of any building permit for the construction of a building, provided that fees related to the construction of a mobile home park shall be paid as a prerequisite to the issuance of the permit first required to commence construction of such park. Any fees paid pursuant to this article shall be refunded in the event that the permit issued is not utilized for the commencement of the construction to which it applies.

(Ord. passed 4-20-10)

§ 13.00.420 SEWER FUND.

All monies collected pursuant to this Article IV shall be deposited in the sewer fund, expenditures from which shall be made only for those purposes set forth in § 13.00.400 hereof or as refunds provided for in §13.00.410 hereof.

(Ord. 1137, passed 4-20-10)

§ 13.00.430 SEWER CONNECTION FEES.

Sewer connection fees shall be in such amounts as established by resolution of the City Council. Sewer connection fees shall be charged and paid as provided in Chapter 13.00 of this Code.

(Ord. 1248, passed 3-19-24)

ARTICLE V. FATS, OILS AND GREASE DISPOSAL

§ 13.00.500 INTENT AND PURPOSE.

It is the intent of this article to establish regulations for the disposal of fats, oils and grease ("FOG") and other insoluble waste discharges from food facilities within the city. The purpose is to facilitate the maximum beneficial public use of the sanitary sewer system while at the same time attempting to prevent blockages of those sanitary sewer systems as a result of the discharge of FOG, and to specify appropriate FOG disposal requirements for food facilities to protect the public health and safety.

(Ord. 1137, passed 4-20-10)

§ 13.00.510 DEFINITIONS.

A. Unless otherwise defined herein, terms related to water quality shall be as defined in the sewer WDRs and in the latest edition of *Standard Methods for Examination of Water and Wastewater*, published by the American Public Health Association, the American Water Works Association and the Water Environment Federation. The testing procedures for waste constituents and characteristics shall be as provided in 40 C.F.R. 136. Other terms not herein defined are defined as being the same as set forth in the latest adopted applicable editions of the California Codes applicable to building construction adopted pursuant to the California Building Standards Law.

B. See § 13.00.100 for additional definitions that apply to Article V.

(Ord. 1137, passed 4-20-10)

§ 13.00.520 FOG DISCHARGE LIMITATIONS.

Notwithstanding any other provisions of this article, no food facility shall discharge or cause to be discharged into the sewer system FOG that exceeds a concentration level adopted by regulatory agency or that may accumulate and/or cause or contribute to blockages or interferences within the sewer system or at a sewer system lateral which connects the food facility to the sewer system.

(Ord. 1137, passed 4-20-10) Penalty, see §§ 13.00.610 and 13.00.620

§ 13.00.521 PROHIBITIONS.

The following prohibitions shall apply to all food facilities.

A. No person shall discharge, or cause to be discharged any wastewater from any food facility directly or indirectly into the sewer system without first obtaining a FOG wastewater discharge permit pursuant to this article.

B. The discharge of any waste, including FOG and solid materials removed from a grease control device, to the sewer system, is prohibited.

C. The discharge of any waste or FOG to the sewer system that fails to comply with the FOG Control Manual is prohibited.

D. The discharge of any waste or FOG to the sewer system in a manner which either violates the sewer WDRs or causes or contributes to condition which fails to comply with any of the provisions of the sewer WDRs is prohibited.

E. Refer to Article II Use for additional wastewater prohibitions and limitations.

(Ord. 1137, passed 4-20-10) Penalty, see §§ 13.00.610 and 13.00.620

§ 13.00.522 FOOD GRINDERS PROHIBITED.

A. Installation of food grinders in the plumbing system for new construction of food facilities shall be prohibited.

B. All food grinders shall be removed from an existing FSE upon:

1. Major operational change to the FSE;

2. Any construction requiring the issuance of a building permit for either remodeling or construction of the FSE valued at five hundred dollars ($500) or more; or

3. Within one hundred eighty (180) days of the effective date of this article, except when expressly approved by the City Manager.

(Ord. 1137, passed 4-20-10) Penalty, see §§ 13.00.610 and 13.00.620

§ 13.00.530 FOG WASTEWATER DISCHARGE PERMIT REQUIRED.

A. *Permit required*. No food facility or food service establishment shall conduct or otherwise be open for business, or serve or provide food, unless the owner or operator, or authorized agent or representative thereof, first applies for and obtains a FOG wastewater discharge permit pursuant to this chapter.

B. *Prohibited discharges.* No person shall discharge or cause, allow or permit to be discharged, any wastewater from any food facility or food service establishment, directly or indirectly into the sewer system without first obtaining a FOG wastewater discharge permit pursuant to this chapter. Compliance with this chapter must be demonstrated at the time any business license is issued for a food facility or food service establishment, or any business in which a food facility or food service establishment is operated.

C. *Permit provisions.* FOG wastewater discharge permits shall be expressly subject to all provisions of this chapter and all other regulations, charges for use, and fees established by the city and any other regulatory agency. The provisions of the FOG wastewater discharge permits shall be enforced by the city in accordance with this chapter and applicable state and federal regulations and other provisions of this code.

D. *FOG wastewater discharge permit application.*

1. Any person required to obtain a FOG wastewater discharge permit shall complete and file with the city prior to commencing discharges, an application in a form prescribed by the City Manager and shall provide the city such information and documents as the City Manager determines is necessary and appropriate to properly evaluate the application. The applicable fees shall accompany the application.

2. After evaluation of the data furnished, the City Manager may issue a FOG wastewater discharge permit, subject to terms and conditions set forth in this article and as otherwise determined by the City Manager to be appropriate to protect the city's sewer system.

E. *FOG wastewater discharge permit conditions.* The issuance of a FOG wastewater discharge permit may contain any or all of the following conditions or limits as determined by the City Manager:

1. Limits on discharge of FOG and other priority pollutants;

2. Requirements for proper operation and maintenance of grease interceptors and other grease control devices;

3. Grease interceptor or other grease control device maintenance frequency and schedule;

4. Requirements for implementation of best management practices and installation of adequate grease interceptor and/or grease control device;

5. Requirements for maintaining and reporting status of best management practices;

6. Requirements for maintaining and submitting logs and records, including waste hauling records and waste manifests;

7. Requirements to self-monitor;

8. Requirements for the food facility to construct, operate and maintain, at its own expense, FOG control devices and sampling facilities;

9. Consent by the operator of the FSE for the city and other regulatory agencies to inspect the FSE to confirm compliance with this chapter, the sewer WDRs and other applicable laws, rules and regulations, including any NPDES permit applicable to the city; and/or

10. Additional requirements, terms and conditions as otherwise determined to be reasonably appropriate by the City Manager to protect the city's system or as specified by other regulatory agencies or which may be reasonably applicable to ensure compliance with this chapter as determined by the City Manager.

F. *FOG wastewater discharge permit fee.*

1. A charge to cover all costs of the city for providing the sewer service and monitoring shall be established by ordinance or resolution of the City Council.

2. The FOG wastewater discharge permit fee shall be paid by the applicant and received by the city prior to issuance of either a new permit or a renewed permit. A permittee shall also pay any delinquent invoices in full prior to permit renewal.

G. *FOG wastewater discharge permit modification of terms and conditions*

1. The terms and conditions of an issued FOG wastewater discharge permit may be subject to modification and change by the sole determination of the City Manager during the life of the permit based on:

a. The discharger's current or anticipated operating data;

b. The city's current or anticipated operating data;

c. Changes in the requirements of regulatory agencies which affect the city; or

d. A determination by the City Manager that such modification is appropriate to further the objectives of this chapter.

2. The permittee may request a modification to the terms and conditions of an issued FOG wastewater discharge permit. The request shall be in writing stating the requested change, and the reasons for the change. The City Manager shall review the request, make a determination on the request, and respond in writing. The permittee shall be informed of any change in the FOG wastewater discharge permit limits, conditions, or requirements at least forty-five (45) days prior to the effective date of change. Any changes or new conditions in the discharge permit shall include a reasonable time schedule for compliance.

H. *FOG wastewater discharge permit duration and renewal.* FOG wastewater discharge permits shall

Prior to expiration of the FOG wastewater discharge permit, the user shall apply for renewal of the discharge permit in accordance with the provisions of this chapter.

I. *Exemption from FOG wastewater discharge permit.* A limited food preparation establishment, as defined herein, is not considered a food facility and is exempt from obtaining a FOG wastewater discharge permit. Exempted establishments shall be engaged only in reheating, hot holding or assembly of ready to eat food products and, as a result, there is no wastewater discharge containing significant amount of FOG. A limited food preparation establishment does not include any operation that changes the form, flavor, or consistency of food.

J. *Non-transferability of permits.* FOG wastewater discharge permits issued under this chapter are for a specific food facility, for a specific operation and create no vested rights. No permit holder shall assign, transfer, sell any FOG wastewater discharge permit issued under this chapter nor use any such permit for or on any premises or for facilities or operations or discharges not expressly encompassed within the underlying permit. Any FOG wastewater discharge permit, which is transferred to a new owner or operator or to a new facility, is void.

(Ord. 1137, passed 4-20-10)

§ 13.00.540 FOG PRETREATMENT AND GREASE CONTROL DEVICE REQUIRED.

A. Food facilities are required at the time of construction to install, operate and maintain an approved type and adequately sized grease interceptor necessary to maintain compliance with the objectives of this chapter in accordance with the FOG Control Manual and the requirements of 40 C.F.R. § 403.5.

B. All fixtures, equipment and drain lines located in the food preparation and clean up areas of food facilities that are sources of FOG discharge shall be connected to an approved grease control device unless otherwise determined in accordance with the provisions of this section.

C. Dishwashers or other fixtures discharging emulsifying agents (e.g., detergents) shall be connected to the sewer system such that their potential to adversely impact the operation of the grease control device operation is minimized.

D. Grease interceptors shall be used in all new food facilities where it is necessary to install a grease control device, and shall have a minimum capacity of seven hundred fifty (750) gallons.

E. New food facilities shall follow sizing criteria for larger devices as specified by the Uniform Plumbing Code.

F. All existing food facilities undergoing remodeling or a major change in operations shall be required to install grease control devices with each chamber readily and easily accessible for cleaning and inspection of each chamber from the surface and shall include a downstream sample box in accordance with the Uniform Plumbing Code as determined by the City Manager.

G. No certificate of use and occupancy shall be issued for a food facility that is required to have an approved grease control device, until such device has been installed, inspected and approved by the City Manager.

H. The City Manager may establish additional guidelines to supplement this article regarding, but not limited to:

1. Design, construction and inspection standards of grease control devices;

2. The operation and maintenance standards for grease control devices;

3. Kitchen best management practice to prevent FOG from entering the devices;

4. Grease control device cleaning, reporting, and enforcement standards; and

5. Standards for the collection and disposal of FOG by appropriate entities.

I. Upon the effective date of this article, the introduction of any additives into a food facility's wastewater system for the purposes of emulsifying FOG, is prohibited without the specific written authorization from the City Manager.

J. No discretionary permit, including but not limited to a conditional use permit, shall be issued to a food facility unless the applicant can demonstrate that a grease interceptor has been or will be installed at the food facility in accordance with the provisions of this chapter.

(Ord. 1137, passed 4-20-10)

§ 13.00.541 VARIANCE AND WAIVER OF GREASE INTERCEPTOR REQUIREMENT.

A. Variance from grease interceptor requirements. A variance or a conditional waiver from the grease interceptor requirements on such terms and conditions as may be established by the City Manager, consistent with the requirements of the sewer WDRs, the city's FOG control program, the FOG Control Manual, and best construction, engineering, environmental and health and safety practices, to:

1. Allow alternative pretreatment technology that is, at least, equally effective in controlling the FOG discharge in lieu of a grease interceptor, may be granted by the City Manager to food facilities demonstrating to the City Manager's satisfaction that it is impossible or impracticable to install, operate or maintain a grease interceptor; or

2. Where the food facility demonstrates to the City Manager's satisfaction that any FOG discharge from the food facility is negligible and will have an insignificant impact to the sewer system.

B. Waiver from grease interceptor installation with a grease disposal mitigation fee. For food facilities where the installation of a grease interceptor is not feasible and no equivalent alternative pretreatment device can be installed, a waiver from the grease interceptor requirement may be granted by the City Manager with the imposition of a grease disposal mitigation fee as described in § 13.00.545. The City Manager's determination to grant the waiver with a grease disposal mitigation fee will be based upon such considerations that the City Manager determines to be appropriate and consistent with the sewer WDRs, the city's FOG control program, the FOG Control Manual, and best construction, engineering, environmental and health and safety practices. Provided, however, that such waiver will terminate and a grease interceptor will be installed at the FSE when the operator of the FSE or the owner of the property upon which the FSE is located either:

1. Applies for any discretionary permit, including but not limited to a conditional use permit; or

2. Conducts any remodeling to a food facility which involves construction valued at fifty thousand dollars ($50,000) or more requiring a building permit and which involves any one (1) or combination of the following:

a. Under-slab plumbing in the food processing area;

b. A thirty percent (30%) increase in the net public seating area;

c. A thirty percent (30%) increase in the size of the kitchen area; or

d. Any change in the size or type of food preparation equipment.

C. *Application for waiver or variance of requirement for grease interceptor*

1. A food facility may submit an application for waiver or variance from the grease interceptor requirement to the City Manager. Terms and conditions for issuance of a variance to a FSE shall be set forth in the permit.

2. The City Manager may revoke a waiver or variance at any time when any of the terms and conditions for its issuance is not satisfied or if the conditions upon which the waiver was based change so that the justification for the waiver no longer exists.

(Ord. 1137, passed 4-20-10)

§ 13.00.542 BEST MANAGEMENT PRACTICES REQUIRED.

A. Notwithstanding any other provisions of this article, all food facilities shall implement best management practices in their operations to minimize the discharge of FOG to the sewer system.

B. All food facilities must implement and demonstrate compliance with best management practices (BMP) requirements as specified in the city's FOG Control Manual. Detailed requirements for BMP shall be specified in the manual and may include kitchen practices and employee training that are essential in minimizing FOG discharges.

C. Periodic reporting of the status of the implementation of BMP shall be submitted to the City Manager, in accordance with the FOG control program and the FOG Control Manual.

1. The City Manager may require visual and other monitoring at the sole expense of the permittee to observe the actual conditions of the food facility's sewer lateral and sewer lines downstream.

2. The City Manager may require reports for self-monitoring of wastewater constituents and FOG characteristics of the permittee needed for determining compliance with any conditions or requirements as specified in the FOG wastewater discharge permit or this chapter. Monitoring reports of the analyses of wastewater constituents and FOG characteristics shall be in a manner and form approved by the City Manager and shall be submitted upon request of the City Manager. Other reports may be required, such as compliance schedule progress reports, FOG control monitoring reports, and any other reports deemed reasonably appropriate by the City Manager to ensure compliance with this chapter.

3. Failure by the permittee to perform any required monitoring, or to submit monitoring reports required by the City Manager constitutes a violation of this chapter and shall be cause for the city to initiate all necessary tasks and analyses to determine the wastewater constituents and FOG characteristics for compliance with any conditions and requirements specified in the FOG wastewater discharge permit or in this chapter.

4. The permittee shall be responsible for any and all expenses of the city in undertaking such monitoring analyses and preparation of reports.

(Ord. 1137, passed 4-20-10)

§ 13.00.543 GREASE CONTROL DEVICE OPERATION AND MAINTENANCE REQUIREMENTS.

A. All existing and newly installed grease control devices shall be maintained in a manner consistent with a maintenance plan approved by the City Manager.

B. Grease control devices shall be maintained in efficient operating condition in accordance with the FOG Control Manual.

C. Grease interceptors and other grease control devices must be cleaned, maintained, and have FOG removed and disposed of in a proper manner at regular intervals and in accordance with the FOG Control Manual. Grease removed from grease interceptors shall be waste hauled periodically as part of the operation and maintenance requirements for grease interceptors.

D. No FOG that has accumulated in a grease control device shall be allowed to pass into any sewer lateral, sanitary sewer system, storm drain, or public right-of-way during maintenance activities.

E. Each new and existing food facility with a grease control device shall have an approved maintenance plan which specifies the minimum maintenance frequency for removal of all accumulated FOG from the grease control device, which shall be determined as follows:

1. For new food facilities, the minimum maintenance frequency for interceptors shall be as follows:

Type of Establishment	***Minimum Maintenance Frequency***
I. Take out only	Every forty-five (45) days
- With wok stoves, deep fryers or more than one (1) griddle	Every twenty (20) days
II. Take out and seating	Every sixty (60) days
- With wok stoves, deep fryers or more than one (1) griddle	Every thirty (30) days
III. Seating only	Every ninety (90) days

- With wok stoves, deep fryers or more than one (1) griddle	Every sixty (60) days

2. For existing food facilities with a grease interceptor, the maintenance plan shall be determined in one (1) of the following methods:

a. In the same manner as for new food facilities under subparagraph E.1. above; or

b. The owner/operator of a food facility in existence on the effective date of this article may submit an application to the City Manager requesting that a maintenance plan other than that identified in subparagraph E.1. above be imposed on that food facility, due to the fact that the food facility has been following a regular maintenance cycle in the past, and based on the particular food facility operation, the current regular maintenance plan is adequate to guard against FOG passing into the sanitary sewer system. Upon a determination by the City Manager that an acceptable grease control device maintenance plan is being followed that meets the minimum requirements set forth in the Uniform Plumbing Code, then it may be used as the approved maintenance plan for that particular food facility.

c. In the event it is determined that a food facility, as a result of a change in operations, is using a grease interceptor that is smaller in capacity than would be required for that food facility under this article, the City Manager may allow said food facility to continue to operate with the smaller grease interceptor, provided the food facility prepares a maintenance plan acceptable to the City Manager that requires more frequent servicing than would otherwise be required if the proper sized grease interceptor was installed.

F. Notwithstanding subparagraph E. above, if any grease interceptor at any time contains floating oil/grease in the final chamber, or sludge in any chamber that is within two (2) inches of the discharge elbow, the owner and/or operator of the food facility shall have the grease interceptor serviced such that all fats, oils, grease, sludge, and other materials are completely removed from the grease interceptor after which the interceptor shall be refilled with cold water.

G. Notwithstanding subparagraphs E. and F. above, all existing food facilities with a grease interceptor shall be serviced not less than every one hundred eighty (180) days. Grease traps shall be cleaned of all material on a daily basis.

H. FOG removed from grease interceptors shall be waste hauled on a regular basis as part of the operation and maintenance requirements for grease interceptors and disposed of in a proper manner and at regular intervals.

I. The owner and/or operator of a food facility with an approved grease control device shall be required to keep all manifests, receipts and invoices of all cleaning, maintenance, grease removal of/from the grease control device, disposal carrier and disposal site location for no less than two (2) years. The owner and operator of a food facility shall, upon request, make the manifests, receipts, and invoices available to any county health care or city code enforcement representative, or his or her designee, representative of a local sanitation agency that has jurisdiction of the sanitary sewer system that services the food facility, or any authorized inspector that has jurisdiction under the Water Quality Ordinance.

J. The owner and/or operator of a food facility with a grease control device shall allow any county health care agency representative, city code enforcement officer, or any authorized inspector that has jurisdiction under the Water Quality Ordinance, or a representative of the local sanitation agency that has jurisdiction of the sanitary sewer system that services the food facility, access to the food facility premises during normal business hours, for purposes of inspecting the food facility's grease control devices, reviewing the manifests, receipts and invoices relating to the cleaning, maintenance and inspection of the grease control devices.

(Ord. 1137, passed 4-20-10)

§ 13.00.544 MULTIPLE FOOD FACILITIES AT COMMERCIAL PROPERTIES.

For properties at which multiple food facilities are operated on a single parcel, each food facility operator shall be individually and separately responsible for installation and maintenance of the grease interceptor or other grease control device serving its food facility and for compliance with this chapter. Furthermore, owners of commercial properties at which multiple food facilities that are operated on a single parcel shall be responsible for ensuring compliance by each food facility on the parcel. Such operators and/or property owner can comply with this chapter by installing and maintaining a grease interceptor or grease interceptors or other grease control devices serving multiple food facilities upon approval by the City Manager on such terms and conditions that the City Manager may establish in his or her sole discretion, in accordance with the provisions of this chapter and the Uniform Plumbing Code.

(Ord. 1137, passed 4-20-10)

§ 13.00.545 GREASE DISPOSAL MITIGATION FEE.

A. Commencing one hundred eighty (180) days from the effective date of this article, new food facilities that are permitted to operate without an installed grease interceptor as a result of a waiver or variance issued under this chapter shall be required to pay an annual grease disposal mitigation fee.

B. The payment of a grease disposal mitigation fee in lieu of installing a grease interceptor shall only be allowed after all other grease control devices have been considered for installation.

C. The grease disposal mitigation fee shall be established by resolution of the City Council, and shall be based on the

estimated annual increased cost of maintaining the sewer system and sewer lateral pipelines for inspection and removal of FOG and other viscous or solidifying agents attributable to the FSE resulting from the lack of a grease interceptor or grease control device and such other costs that the City Council considers appropriate.

D. This section shall not be interpreted to allow a new food facility or existing food facilities undergoing remodeling or change in operations, to operate without an approved grease interceptor unless the City Manager has determined that it is impossible to install or operate a grease control interceptor for the food facility under the provisions of this chapter.

E. The food facility owner or operator shall pay the grease disposal mitigation fee annually, no later than July 30 of each year.

F. The grease disposal mitigation fee may be waived or reduced on a no less than annual basis when the food facility owner or operator demonstrates to the satisfaction of the City Manager that it has fully implemented BMPs on a regular basis to reduce the introduction of FOG into the City's sewer system to the extent such discharges from the food facility meet the water quality requirements of the sewer system and the sewer WDRs.

G. The grease disposal mitigation fee may not be waived or reduced when the food facility's private sewer lateral pipeline has failed and resulted in a wastewater backup, a SSO or some other blockage of or interference with the sewer system within or adjacent to the food facility during the twelve (12) months prior to the waiver request.

(Ord. 1137, passed 4-20-10)

§ 13.00.546 PAYMENT OF CHARGES.

A. Except as otherwise provided, all fees, charges and penalties established by this chapter are due and payable upon receipt of notice thereof. All such amounts are delinquent if unpaid forty-five (45) days after date of invoice.

B. Any charge that becomes delinquent shall have added to it a penalty in accordance with the following:

1. Forty-six (46) days after date of invoice, a basic penalty of ten percent (10%) of the base invoice amount, not to exceed a maximum of one thousand dollars ($1,000); and

2. A penalty of one and one-half percent (1.5%) per month of the base invoice amount and basic penalty shall accrue from and after the forty- sixth (46) day after date of invoice.

C. Any invoice outstanding and unpaid after ninety (90) days shall be cause for immediate initiation of permit revocation proceedings or immediate suspension of the FOG wastewater discharge permit.

D. Penalties charged under this section shall not accrue to those invoices successfully appealed, provided the city receives written notification of the appeal prior to the payment due date.

E. Payment of disputed charges is still required by the due date during the city review of any appeal submitted by a permittee or other person.

F. Collection of delinquent accounts shall be in accordance with the city's policy resolution establishing procedures for collection of delinquent obligations owed to the city, as amended from time to time by the City Council. Any such action for collection may include an application for an injunction to prevent repeated and recurring violations of this chapter.

(Ord. 1137, passed 4-20-10)

§ 13.00.550 SEWER SYSTEM OVERFLOWS AND INTERFERENCES, PUBLIC NUISANCE, ABATEMENT ORDERS AND CLEANUP COSTS.

A. Notwithstanding any waiver of any grease interceptor or other grease control device requirements under this chapter or any waiver or variance, a food facility determined by the City Manager to have contributed to a sewer blockage, SSOs or any sewer system interferences resulting from the discharge of wastewater or waste containing FOG, shall be ordered by the City Manager to install and maintain a grease interceptor, and may be subject to a plan to abate the nuisance and prevent any future health hazards created by sewer line failures and blockages, SSOs or any other sewer system interferences.

B. Sewer line failures, blockages, SSOs and other sewer system interferences may cause threat and injury to public health, safety, and welfare of life and property and are hereby declared public nuisances.

C. If the city must act immediately to contain and clean up a SSO caused by blockage of a private or public sewer lateral or serving a food facility, or other sewer system, facility or line failures, blockages, or other sewer system interferences, or at the request of the property owner or operator of the food facility, or because of the failure of the property owner or the food facility to abate the condition causing immediate threat of injury to the health, safety, welfare, or property of the public, the city's costs for such abatement shall be entirely borne by the property owner or the operator of the FSE, and the individual(s) as a responsible officer, operator or owner of the FSE(s), and shall constitute a debt to the city and become due and immediately payable upon the city's request for reimbursement of such costs.

(Ord. 1137, passed 4-20-10)

§ 13.00.551 NOTIFICATION OF SPILL.

A. In the event a permittee or the operator of a food facility is unable to comply with any provision of this chapter or with

any condition of a FOG wastewater discharge permit due to a breakdown of equipment, accidents, or human error or if the permittee has reasonable opportunity to know that his, her or its discharge will exceed the discharge provisions of the FOG wastewater discharge permit or this chapter or applicable water quality standards under applicable laws and regulations of a regulatory agency or the sewer WDRs, or may cause a SSO, a sewer blockage or other interference with the sewer system or sewer facilities, the discharger shall immediately notify the city by telephone at the number specified in the permit. If the material discharged to the sewer system has the potential to cause or results in sewer blockages or sewer interference or a SSO, the discharger shall also immediately notify the Orange County Health Department.

B. Confirmation of the discharger's notification shall be made in writing to the City Manager at the address specified in the permit no later than five (5) working days from the date of the incident. The written notification shall state the date of the incident, the reasons for the discharge or spill, what steps were taken to immediately correct the problem, and what steps are being taken to prevent the problem from recurring.

C. Notification by a permittee of a spill shall not relieve the permittee or any other person or entity of any expense, loss, damage or other liability which may be incurred as a result of damage or loss to the city or any other public agency or regulatory agency or any other damage or loss to person or property; nor shall such notification relieve the permittee of any fees or other liability which may be imposed by this chapter or other applicable law.

(Ord. 1137, passed 4-20-10)

§ 13.00.560 INSPECTION AND SAMPLING CONDITIONS.

A. The City Manager may inspect or order the inspection and sampling of the wastewater discharges of any food facility to ascertain whether the provisions and intent of this chapter and sewer WDRs are being met and the permittee is complying with all requirements of this chapter and any FOG wastewater discharge permit and all applicable laws.

B. The permittee shall allow the city access to the food facility premises, during normal business hours, for purposes of inspecting the food facility's grease control devices or interceptor, reviewing the manifests, receipts and invoices relating to the cleaning, maintenance and inspection of the grease control devices or interceptor. Where a food facility has security measures in force, the permittee shall make necessary arrangements so that representatives of the city shall be permitted to enter without delay for the purpose of performing their specific responsibilities.

C. The City Manager shall have the right to place or order the placement on the food facility's property or other locations as determined by the City Manager, such devices as are necessary to conduct sampling or metering operations.

D. For the City Manager to determine the wastewater characteristics of the discharger for purposes of determining the annual use charge and for compliance with permit requirements, the permittee shall make available for inspection and copying by the city all notices, monitoring reports, waste manifests, and records including, but not limited to, those related to wastewater generation, and wastewater disposal without restriction but subject to the confidentiality provision set forth in this chapter. All such records shall be kept by the permittee for a minimum of two (2) years.

(Ord. 1137, passed 4-20-10)

§ 13.00.561 RIGHT OF ENTRY.

Permittees, owners or operators of food facilities, and other persons or occupants of premises where wastewater or FOG is created or discharged shall allow the City Manager, or city representatives, reasonable access to all parts of the wastewater generating and disposal facilities for the purposes of inspection and sampling during all times the discharger's facility is open, operating, or any other reasonable time. No person shall interfere with, delay, resist or refuse entrance to city representatives attempting to inspect any facility involved directly or indirectly with a discharge of wastewater to the city's sewer system.

(Ord. 1137, passed 4-20-10) Penalty, see §§13.00.610 and 13.00.620

§ 13.00.570 VIOLATIONS.

A. The owner and operator of a food facility shall be in violation of this chapter if such owner or operator or permittee:

1. Discharges wastewater in any manner in violation of this chapter or of any order issued by the City Manager, as authorized by this chapter;

2. Fails to obtain a discharge permit, as required and within the period of time specified by this chapter;

3. Fails to install an approved grease control device as required by this chapter;

4. Makes any false statement, representation, record, report, plan or other document that is filed with the county;

5. Tampers with or knowingly renders inoperable any grease control device required under this chapter;

6. Fails to clean, maintain or remove grease from a grease control device within the required time for such cleaning, maintenance or grease removal;

7. Fails to keep up-to-date and accurate records of all cleaning, maintenance, and grease removal for the food facility's grease control device and upon request fails to make those records available to any city code enforcement representative, or their designees, or to any representative of a public agency or a local sanitation agency that has jurisdiction over the

sewer system that services the FSE for the purpose of inspecting, monitoring, or reviewing the grease control device manifests, receipts and invoices of all cleaning, maintenance, grease removal of/from the grease control device, and/or to inspect the grease control device;

8. Refuses a county health care or city code enforcement representative, or his or her designee, or the City Manager or a representative of a local sanitary sewer agency that has jurisdiction over the sanitary sewer system that services the food facility, or any authorized inspector, reasonable access to the food facility for the purposes of inspecting, monitoring, or reviewing the grease control device manifests, receipts and invoices of all cleaning, maintenance, grease removal of/from the grease control device, and/or to inspect the grease control device;

9. Disposes of, or knowingly allows or directs FOG to be disposed of, in an unlawful manner;

10. Fails to remove all food grinders located in the food facility at the time he or she renews their business license;

11. Introduces additives into a wastewater system for the purposes of emulsifying fats, oils and grease without the written, specific authorization from the sanitary sewer agency that has jurisdiction of the sanitary sewer system that services the food facility;

12. Fails to pay the grease disposal mitigation fee or other fees, as specified in this chapter when due;

13. Fails to perform any required monitoring, or to submit monitoring reports required by the City Manager;

14. Fails to comply with the provisions of the FOG Control Manual; or

15. Otherwise fails to comply with the provisions of this chapter or any permit issued by the city under this chapter.

B. Violations under this section shall be subject to the procedures, penalties and remedies set out in Chapter 1.04, as amended from time to time.

C. All costs for the investigations, enforcement actions and ultimate corrections of violations under this section incurred by the city (including but not limited to attorney's fees), shall be reimbursed by the owner/operator of the food facility.

(Ord. 1137, passed 4-20-10)

§ 13.00.571 PUBLIC NUISANCE.

Discharge of waste, FOG or wastewater in any manner in violation of this chapter, the sewer WDRs or any other waste discharge requirements or permit established or issued by the City Manager, as authorized by this chapter, is hereby declared a public nuisance and shall be corrected or abated as directed by the City Manager. Any person creating a public nuisance is guilty of a misdemeanor.

(Ord. 1137, passed 4-20-10)

§ 13.00.572 DAMAGES TO FACILITIES OR INTERRUPTION OF NORMAL OPERATIONS.

A. Any person who discharges any waste, FOG or wastewater, including but not limited to those listed under 40 C.F.R. 403.5, which causes or contributes to any sewer blockage, SSOs, obstruction, interference, damage, or any other impairment to the city's sewer system, or to the operation of those facilities shall be liable for all costs required to clean or repair the facilities together with expenses incurred by the city to resume normal operations.

B. A service charge of twenty-five percent (25%) of city's costs shall be added to the costs and charges to reimburse the city for miscellaneous overhead, including administrative personnel and record keeping. The total amount shall be payable within forty-five (45) days of invoicing by the city.

C. Any person who discharges waste, FOG or wastewater which causes or contributes to the City violating its sewer WDR, or any other waste discharge requirements or permit established or issued to the city by any regulatory agency, or the city incurring additional expenses or suffering losses or damage to facilities, shall be liable for any costs or expenses incurred by the city, including regulatory fines, penalties, and assessments made by other agencies or a court.

(Ord. 1137, passed 4-20-10)

§ 13.00.580 ENFORCEMENT.

A. The City Council finds that in order for the city to comply with the laws, regulations, and rules imposed upon it by regulatory agencies and the sewer WDRs and to ensure that the city's sewer facilities are protected and are able to operate with the highest degree of efficiency, and to protect the public health and environment, specific enforcement provisions must be adopted to govern the discharges to the city's sewer system by food facilities.

B. To ensure that all interested parties are afforded due process of law and that violations are resolved as soon as possible, the general policy of the city is that:

1. Any determination relating to a notice of violation and compliance schedule agreement (CSA) will be made by the City Manager, with a right of appeal by the permittee to the City Council pursuant to the procedures set forth in § 13.00.586;

2. A permittee or applicant for a permit may request the City Council of the city to hear an appeal of the City Manager's decision pursuant to § 13.00.586. Such request may be granted or denied by the City Council; and

3. Any permit suspension or revocation recommended by the City Manager will be heard and a recommendation made to the City Manager or other person designated by the City Manager with a right of appeal of the City Manager's order by the permittee to the City Council pursuant to the provisions of § 13.00.586.

C. The city, at its discretion, may utilize any one, combination, or all enforcement remedies provided in this chapter, the City Code, and as otherwise provided by law, in response to any discharge permit or chapter violations.

(Ord. 1137, passed 4-20-10)

§ 13.00.581 COMPLIANCE SCHEDULE AGREEMENT.

A. Upon determination by the City Manager that a permittee or other owner or operator of a food facility or owner of a property or a discharger is not in compliance with the terms and conditions specified in its FOG wastewater discharge permit or any provision of this chapter, or needs to construct and/or acquire and install a grease control device or grease interceptor, the City Manager may require the permittee, owner or operator to enter into a compliance schedule agreement (CSA).

B. The issuance of a CSA may contain terms and conditions as determined appropriate by the City Manager, including but not limited to requirements for installation of a grease control device, grease interceptor and facilities, submittal of drawings or reports, audit of waste hauling records, best management and waste minimization practices, payment of fees, or other provisions to ensure compliance with this chapter.

C. The City Manager shall not enter into a CSA until such time as all amounts owed to the city, including permit and other user or discharge fees, noncompliance sampling fees, or other amounts due under this chapter are paid in full, or an agreement for deferred payment secured by collateral or a third party, is approved by the City Manager.

D. If compliance is not achieved in accordance with the terms and conditions of a CSA during its term, the City Manager may issue an order suspending or revoking the discharge permit pursuant to this chapter.

(Ord. 1137, passed 4-20-10)

§ 13.00.582 FOG WASTEWATER DISCHARGE PERMIT SUSPENSION.

A. The City Manager may suspend any FOG wastewater discharge permit when it is determined by the City Manager that a permittee:

1. Has failed to comply with the terms and conditions of a CSA, its FOG wastewater discharge permit or other order or directive by the City Manager under this chapter;

2. Knowingly provided a false statement, representation, record, report, or other document to the City Manager, the city or other regulatory agency;

3. Refused to provide records, reports, plans, or other documents required by the City Manager, the city or other regulatory agency to determine compliance with permit terms or conditions, discharge compliance, or compliance with this chapter or other applicable laws or regulations;

4. Falsified, tampered with, or knowingly rendered inaccurate any monitoring device or sample collection method;

5. Refused reasonable access to the permittee's premises for the purpose of inspection and monitoring or as otherwise provided for in this chapter;

6. Failed to make timely payment of all amounts owed to the city for user charges, permit fees, or any other fees imposed pursuant to this chapter;

7. Causes interference, sewer blockages, or SSOs with or to the city's sewer system facilities or collection, treatment, or disposal system;

8. Violated grease control device maintenance requirements, or any condition or limit of its permit or any provision of this chapter;

9. Failed to comply with the provisions of the FOG Control Manual; or

10. Otherwise fails to comply with the provisions of this chapter or any permit issued by the city under this chapter.

B. When the City Manager has reason to believe that grounds exist for suspension of a FOG wastewater discharge permit, he or she shall give written notice thereof by certified mail or overnight mail delivery to the permittee setting forth a statement of the facts and grounds deemed to exist.

C. *Effect*.

1. Upon an order of suspension by the City Manager, the permittee shall immediately cease and desist its discharge and shall have no right to discharge any wastewater containing FOG directly or indirectly to the city's sewer system for the duration of the suspension. All costs for physically terminating and reinstating service shall be paid by the permittee.

2. Any owner or responsible management employee of the permittee shall be bound by the order of suspension.

(Ord. 1137, passed 4-20-10)

§ 13.00.583 FOG WASTEWATER DISCHARGE PERMIT REVOCATION.

A. *Revocation.* The City Manager may revoke any FOG wastewater discharge permit when it is determined by the City Manager that a permittee has failed to comply with this chapter.

B. *Effect.*

1. Upon an order of revocation FOG wastewater discharge permit by the City Manager becoming final, the permittee shall permanently lose all rights to discharge any wastewater containing FOG directly or indirectly to the city's sewer system. All costs for physical termination shall be paid by the permittee.

2. Any owner or responsible management employee of the permittee shall be bound by the order of revocation.

3. Any future application for a FOG wastewater discharge permit at any location within the city by any person associated with an order of revocation will be considered by the city after fully reviewing the records of the revoked permit, which records may be the basis for denial of a new permit.

4. An order of FOG wastewater discharge permit revocation issued by the City Manager shall be final in all respects on the sixteenth day after it is mailed to the permittee.

(Ord. 1137, passed 4-20-10)

§ 13.00.584 TERMINATION OF SERVICE.

A. The city, by order of the City Manager, may physically terminate sewer service and water service to any food facility, as follows:

1. On a term of any order of suspension or revocation of a FOG wastewater discharge permit; or

2. Upon the failure of a person not holding a valid FOG wastewater discharge permit to immediately cease the discharge, whether direct or indirect, to the city's sewer facilities after the notice and process as provided herein.

B. All costs for physical termination as well as all costs for reinstating service, shall be paid by the owner or operator of the food facility or permittee.

(Ord. 1137, passed 4-20-10)

§ 13.00.585 EMERGENCY SUSPENSION ORDER.

The city may, by order of the City Manager, suspend sewer service and/ or water service when the City Manager determines that such suspension is necessary in order to stop an actual or impending discharge which presents or may present an imminent or substantial endangerment to the health and welfare of persons, or to the environment, or may cause SSOs, sewer blockages, interference to the city's sewer facilities, or may cause the city to violate any state or federal law or regulation or the sewer WDRs. Any discharger notified of and subject to an emergency suspension order shall immediately cease and desist the discharge of all wastewater containing FOG to the sewer system.

(Ord. 1137, passed 4-20-10)

§ 13.00.586 APPEALS.

Any decision of the City Manager, other than a decision pursuant to §13.00.585, may be appealed by any owner or operator of a food facility affected by the decision, to the City Council.

(Ord. 1137, passed 4-20-10)

ARTICLE VI. LEGAL AUTHORITY AND PENALTIES

§ 13.00.600 LEGAL AUTHORITY AND ENFORCEMENT.

The City Manager is hereby charged with the legal authority and duty of enforcing all provision in this chapter. The provisions of this chapter shall be applicable to any discharge and any building, structure or property temporarily or permanently connected to the city sewer system, whether the same is owned, operated or controlled by a private party or by a public agency, other than the city, or quasi-public agency, corporation or association.

A. The city shall have legal authority to obtain remedies for noncompliance by industrial users with any pretreatment standard and requirement, including the authority to seek injunctive relief. The city shall have authority and procedures (after informal notice to the discharger) to immediately and effectively halt or prevent any discharge of pollutants that may constitute an imminent endangerment to the health or welfare of persons or to the environment, or cause interference with the operation of any treatment plant.

B. In addition to such other penalties as may be prescribed for a violation of these rules and regulations, whenever the City Manager finds that a discharge of waste has been taking place in violation of any prohibitions or limitations prescribed herein or pretreatment standards promulgated in accordance herewith, he or she may require the user to submit for his or her approval best management practice plans (BMPs) wherever necessary to implement a pretreatment program (e.g. plans ensuring industrial users conduct necessary routine maintenance, cleaning operations, chemical storage practices, segregation of wastes for reclamation, reduction of contaminated runoff, and the like). Any failure to comply with such BMPs

shall likewise be deemed a violation of this article.

C. In addition to criminal penalties and administrative penalties authorized by this code, all users of the city's system and facilities are subject to enforcement actions administratively or judicially by the city, U.S. EPA, Santa Ana RWQCB, or the County of Orange and other regulatory agencies. These actions may be taken pursuant to the authority and provisions of several laws, including but not limited to:

1. Federal Water Pollution Control Act, commonly known as the Clean Water Act (33 U.S.C. §§ 1251*et seq.*);
2. California Porter-Cologne Water Quality Control Act (Cal. Water Code §§ 13000*et seq.*);
3. California Hazardous Waste Control Law (Cal. Health & Safety Code §§ 25100 to 25250);
4. Resource Conservation and Recovery Act of 1976 (42 U.S.C.A. §§ 6901*et seq.*); and
5. Cal. Gov't Code §§ 54739 and 54740.

D. In the event the city is subject to the payment of fines or penalties pursuant to the legal authority and actions of other regulatory agencies or enforcement agencies based on a violation of law or regulation or its permits or the sewer WDRs, and said violation can be established by the city, as caused by the discharge of any user of the city's sewer system which is in violation of any provision of this chapter or the user's FOG wastewater discharge permit, the city shall be entitled to recover from the user all costs and expenses, including, but not limited to, the full amount of the fines or penalties to which it has been subjected.

E. Pursuant to the authority of Cal. Gov't Code §§ 54739 and 54740, any person who violates any provision of this chapter; any permit condition, prohibition or effluent limit; or any suspension or revocation order shall be liable civilly for a sum not to exceed twenty-five thousand dollars ($25,000) per violation for each day in which such violation occurs. Pursuant to the authority of the Clean Water Act, 33 U.S.C. § 1251 *et seq*., any person who violates any provision of this chapter, or any permit condition, prohibition, or effluent limit shall be liable civilly for a sum not to exceed twenty-five thousand dollars ($25,000) per violation for each day in which such violation occurs. The City Attorney, upon request of the City Manager, shall petition the Superior Court to impose, assess, and recover such penalties, or such other penalties as the city may impose, assess, and recover pursuant to federal and/or state legislative authorization.

F. *Administrative civil penalties.* Pursuant to the authority of Cal. Gov't Code §§ 54740.5 and 54740.6, the city may issue an administrative complaint to any person who violates:

1. Any provision of this chapter;
2. Any condition of a FOG wastewater discharge permit, a CSA, a prohibition, or effluent limit, or any provision of the sewer WDRs; or
3. Any suspension or revocation order.

(Ord. 1137, passed 4-20-10)

§ 13.00.610 CIVIL PENALTIES.

A. In addition to criminal penalties and administrative penalties authorized by this code, all users of the city's system and facilities are subject to enforcement actions administratively or judicially by the city, U.S. EPA, Santa Ana RWQCB, or the County of Orange and other regulatory agencies. These actions may be taken pursuant to the authority and provisions of several laws, including but not limited to:

1. Federal Water Pollution Control Act, commonly known as the Clean Water Act (33 U.S.C. §§ 1251*et seq.*);
2. California Porter-Cologne Water Quality Control Act (Cal. Water Code §§ 13000*et seq.*);
3. California Hazardous Waste Control Law (Cal. Health & Safety Code §§ 25100 to 25250);
4. Resource Conservation and Recovery Act of 1976 (42 U.S.C.A. §§ 6901*et seq.*); and
5. Cal. Gov't Code §§ 54739 and 54740.

B. In the event the city is subject to the payment of fines or penalties pursuant to the legal authority and actions of other regulatory agencies or enforcement agencies based on a violation of law or regulation or its permits or the sewer WDRs, and said violation can be established by the city, as caused by the discharge of any user of the city's sewer system which is in violation of any provision of this chapter or the user's FOG wastewater discharge permit, the city shall be entitled to recover from the user all costs and expenses, including, but not limited to, the full amount of the fines or penalties to which it has been subjected.

C. Pursuant to the authority of Cal. Gov't Code §§ 54739 and 54740, any person who violates any provision of this chapter; any permit condition, prohibition or effluent limit; or any suspension or revocation order shall be liable civilly for a sum not to exceed twenty-five thousand dollars ($25,000) per violation for each day in which such violation occurs. Pursuant to the authority of the Clean Water Act, 33 U.S.C. § 1251 *et seq*., any person who violates any provision of this chapter, or any permit condition, prohibition, or effluent limit shall be liable civilly for a sum not to exceed twenty-five thousand dollars ($25,000) per violation for each day in which such violation occurs. The City Attorney, upon request of the City Manager, shall petition the Superior Court to impose, assess, and recover such penalties, or such other penalties as the city may

impose, assess, and recover pursuant to federal and/or state legislative authorization.

D. *Administrative civil penalties.* Pursuant to the authority of Cal. Gov't Code §§ 54740.5 and 54740.6, the city may issue an administrative complaint to any person who violates:

1. Any provision of this chapter;

2. Any condition of a FOG wastewater discharge permit, a CSA, a prohibition, or effluent limit, or any provision of the sewer WDRs; or

3. Any suspension or revocation order.

(Ord. 1137, passed 4-20-10)

§ 13.00.620 CRIMINAL PENALTIES.

Any person who violates any provision of this chapter or of a FOG wastewater discharge permit or CSA is guilty of a misdemeanor, which upon conviction is punishable by a fine not to exceed one thousand dollars ($1,000), or imprisonment for not more than six (6) months, or both. Each violation and each day in which a violation occurs may constitute a new and separate violation of this chapter and shall be subject to the penalties contained herein.

(Ord. 1137, passed 4-20-10)

§ 13.00.630 JUDICIAL REVIEW.

Pursuant to Cal. Code Civ. Proc. § 1094.6, the city hereby enacts this section to limit to ninety (90) days following final decisions in adjudicatory administrative hearings the time within which an action can be brought to review such decisions by means of administrative mandamus. Notwithstanding the foregoing, and pursuant to Cal. Gov't Code § 54740.6, judicial review of a final order of the City Council or the City Manager imposing administrative civil penalties pursuant to this chapter may be made only if the petition for writ of mandate is filed not later than the thirtieth day following the day on which such order becomes final.

(Ord. 1137, passed 4-20-10)

§ 13.00.640 SEVERABILITY AND GENERAL APPLICATION.

A. *Severability*. If any provision of this chapter or its application to any circumstance is held invalid, the remainder of this chapter and/or the application of such provisions to other persons or circumstances shall not be affected.

B. *General application.* The provisions of this chapter shall apply to all properties within the city and unincorporated areas that are served by the Brea sewer system, including those properties otherwise being exempt from payment of taxes or assessments by provisions of the State Constitution or statute, including properties owned by public agencies or tax exempt organizations.

(Ord. 1137, passed 4-20-10)

CHAPTER 13.04: UNDERGROUND UTILITIES

Section

13.04.010 Definitions

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§ 13.04.010 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a

different meaning.

COMMISSION. The Public Utilities Commission of the state.

PERSON. Individuals, firms, corporations, partnerships, and their agents and employees.

POLES, OVERHEAD WIRES and ***ASSOCIATED OVERHEAD STRUCTURES.*** Poles, towers, supports, wires, conductors, guys, stubs, platforms, crossarms, braces, transformers, insulators, cutouts, switches, communication circuits, appliances, attachments and appurtenances located above ground within a district and used or useful in supplying electric, communication or similar or associated service.

UNDERGROUND UTILITY DISTRICT or ***DISTRICT.*** That area in the city within which poles, overhead wires, and associated overhead structures are prohibited as such area is described in a resolution adopted pursuant to the provisions of § 13.04.040.

UTILITY. All persons or entities supplying electric, communication or similar or associated service by means of electrical materials or devices.

('61 Code, § 23B.1) (Ord. 424, passed - -)

§ 13.04.020 PUBLIC HEARING BY COUNCIL.

The Council may from time to time call public hearings to ascertain whether the public necessity, health, safety or welfare requires the removal of poles, overhead wires and associated overhead structures within designated areas of the city and the underground installation of wires and facilities for supplying electric, communication, or similar or associated service. The City Clerk shall notify all affected property owners as shown on the last equalized assessment roll and utilities concerned by mail of the time and place of such hearings at least ten (10) days prior to the date thereof. Each such hearing shall be open to the public and may be continued from time to time. At each such hearing all persons interested shall be given an opportunity to be heard. The decision of the Council shall be final and conclusive.

('61 Code, § 23B.2) (Ord. 424, passed - -)

§ 13.04.030 REPORT BY CITY ENGINEER.

Prior to holding such public hearing, the City Engineer shall consult with all affected utilities and shall prepare a report for submission at such hearing containing among other information, the extent of such utilities participation and estimates of the total costs to the city and affected property owners. Such report shall also contain all estimates of the time required to complete such underground installation and removal of overhead facilities.

('61 Code, § 23B.3) (Ord. 424, passed - -)

§ 13.04.040 COUNCIL MAY DESIGNATE UNDERGROUND UTILITY DISTRICTS BY RESOLUTION.

If, after any such public hearing the Council finds that the public necessity, health, safety or welfare requires such removal and such underground installation within a designated area, the Council shall, by resolution declare such designated area an underground utility district and order such removal and underground installation. Such resolution shall include a description of the area comprising such district and shall fix the time within which such removal and underground installation shall be accomplished and within which affected property owners must be ready to receive underground service. A reasonable time shall be allowed for such removal and underground installation, having due regard for the availability of labor, materials and equipment necessary for such removal and for the installation of such underground facilities as may be occasioned thereby.

('61 Code, § 23B.4) (Ord. 424, passed - -)

§ 13.04.050 UNLAWFUL ACTS.

Whenever the Council creates an underground utility district and orders the removal of poles, overhead wires and associated overhead structures therein as provided in § 13.04.040, it shall be unlawful for any person or utility to erect, construct, place, keep, maintain, continue, employ or operate poles, overhead wires and associated overhead structures in the district after the date when such overhead facilities are required to be removed by such resolution except as such overhead facilities may be required to furnish service to an owner or occupant of property prior to the performance by such owner or occupant of the underground work necessary for such owner or occupant to continue to receive utility service as provided in § 13.04.090, and for such reasonable time required to remove such facilities after such work has been performed, and except as otherwise provided in this chapter.

('61 Code, § 23B.5) (Ord. 424, passed - -)

§ 13.04.060 EXCEPTIONS.

A. Notwithstanding the provisions of this chapter, overhead facilities may be installed and maintained for a period not to exceed ten (10) days, without authority of the Council in order to provide emergency service. The Council may grant special permission on such terms as the Council may deem appropriate, in cases of unusual circumstances, without discrimination as to any person or utility, to erect, construct, install, maintain, use or operate poles, overhead wires and associated overhead structures.

('61 Code, § 23B.6)

B. In any resolution adopted pursuant to §13.04.040, the city may authorize any or all of the following exceptions:

1. Any municipal facilities or equipment installed under the supervision and to the satisfaction of the City Engineer.

2. Poles, or electroliers used exclusively for street lighting.

3. Overhead wires (exclusive of supporting structures) crossing any portion of a district within which overhead wires have been prohibited, or connecting to buildings on the perimeter of a district, when such wires originate in an area from which poles, overhead wires and associated overhead structures are not prohibited.

4. Poles, overhead wires and associated overhead structures used for the transmission of electric energy at nominal voltages in excess of 34,500 volts.

5. Overhead wires attached to the exterior surface of a building by means of a bracket or other fixture and extending from one (1) location on the building to another location on the same building or to an adjacent building without crossing any public street.

6. Antennae, associated equipment and supporting structures, used by a utility for furnishing communication services.

7. Equipment appurtenant to underground facilities, such meter cabinets, and concealed ducts.

8. Temporary poles, overhead wires and associated overhead structures used or to be used in conjunction with construction projects.

('61 Code, § 23B.7) (Ord. 424, passed - -)

§ 13.04.070 NOTICE TO PROPERTY OWNERS AND UTILITY COMPANIES.

A. Within ten (10) days after the effective date of a resolution adopted pursuant to §13.04.040, the City Clerk shall notify all affected utilities and all persons owning real property within the district created by such resolution of the adopting thereof. Such City Clerk shall further notify such affected property owners of the necessity that, if they or any person occupying such property desire to continue to receive electric, communication, or similar or associated service, they or such occupant shall provide all necessary facility changes on their premises so as to receive such service from the lines supplying utility or utilities at a new location subject to the applicable rules, regulations and tariffs of the respective utility or utilities on file with the Commission.

B. Notification by the City Clerk shall be made by mailing a copy of the resolution adopted pursuant to §13.04.040, together with a copy of this chapter, to affected property owners as such are shown on the last equalized assessment roll and to the affected utilities.

('61 Code, § 23B.8) (Ord. 424, passed - -)

§ 13.04.080 RESPONSIBILITY OF UTILITY COMPANIES.

If underground construction is necessary to provide utility service within a district created by any resolution adopted pursuant to § 13.04.040, the supplying utility shall furnish that portion of the conduits, conductors and associated equipment required to be furnished by it under its applicable rules, regulations and tariffs on file with the Commission.

('61 Code, § 23B.9) (Ord. 424, passed - -)

§ 13.04.090 RESPONSIBILITY OF PROPERTY OWNERS.

A. Every person owning, operating, leasing, occupying or renting a building or structure within a district shall construct and provide that portion of the service connection on his or her property between the facilities referred to in § 13.04.080 and the termination facility on or within such building or structure being served, all in accordance with the applicable rules, regulations and tariffs of the respective utility or utilities on file with the Commission.

B. In the event any person owning, operating, leasing, occupying or renting such property does not comply with the provisions of paragraph A. of this section within the time provided for in the resolution enacted pursuant to § 13.04.040, the City Engineer shall post written notice on the property being served and thirty (30) days thereafter may authorize the disconnection and removal of any and all overhead service wires and associated facilities supplying utility service to such property.

('61 Code, § 23B.10) (Ord. 424, passed - -)

§ 13.04.100 RESPONSIBILITY OF CITY.

The city shall remove at its own expense all city-owned equipment from all poles required to be removed hereunder in ample time to enable the owner or user of such poles to remove the same within the time specified in the resolution enacted pursuant to § 13.04.040.

('61 Code, § 23B.11) (Ord. 424, passed - -)

§ 13.04.110 EXTENSION OF TIME.

In the event that any act required by this chapter or by a resolution adopted pursuant to §13.04.040 cannot be performed

within the time provided on account of shortage of materials, war, restraint by public authorities, strikes, minor disturbances, civil disobedience, or any other circumstances beyond the control of the actor, then the time within which such act will be accomplished shall be extended for a period equivalent to the time of such limitation.

('61 Code, § 23B.12) (Ord. 424, passed - -)

CHAPTER 13.08: WATER

Section

13.08.010 Management of municipal water system

13.08.020 Fiscal integrity of municipal water system

§ 13.08.010 MANAGEMENT OF MUNICIPAL WATER SYSTEM.

The municipal water system shall be managed by the city through its officers and employees, subject to such regulations and charges as may from time to time be provided for.

('61 Code, § 24.1) (Ord. 319, passed - -)

§ 13.08.020 FISCAL INTEGRITY OF MUNICIPAL WATER SYSTEM.

It is the policy of the city that the city's municipal water system shall be operated on such a basis that expenditures for water purchases, maintenance, repair, capital improvements, employee salaries and benefits and all incidental and related expenses therefor ultimately are paid for or recovered by water rates charged to the various users of water serviced by the municipal water system. Those officers and employees charged with the management and operation of the municipal water system shall endeavor to obtain any and all funds available to the municipal water system including, but not limited to, grants from federal and state sources. Nothing contained in this section shall preclude the city from making advances or loans to the municipal water system, or grants, on such terms and conditions as are deemed advisable by the City Council, from any funds of the city lawfully available for the making of such loans, advances and/or grants.

('61 Code, § 24.2) (Ord. 759, passed - -)

CHAPTER 13.12: WELL CONSTRUCTION AND ABANDONMENT

Section

13.12.010 Purpose of chapter

13.12.020 Definitions

13.12.030 Permit

13.12.040 Notification of completion of work; final inspection

13.12.050 Notification of cancellation or denial of permit

13.12.060 Public nuisance abatement

13.12.070 Hearings; actions taken by Council

13.12.080 Abatement costs

13.12.090 Standards

§ 13.12.010 PURPOSE OF CHAPTER.

It is the purpose of this chapter to control the construction and reconstruction of wells to the end that the ground water of the city will not be impaired in quality and that water obtained from such wells will be suitable for the purpose for which used and will not jeopardize the health, safety or welfare of the people of this city; and to provide for the destruction of abandoned wells or wells found to be public nuisances to the end that such wells will not impair the quality of groundwater or otherwise jeopardize the health, safety or welfare of the people of this city.

('61 Code, § 24A.1) (Ord. 506, passed - -)

§ 13.12.020 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a

different meaning.

ABANDONED, ABANDONMENT. A well which has not been used for a period of one (1) year, unless the owner declares in writing, to the City Engineer, his or her intention to use the well again for supplying water or other associated purposes, such as an observation well or injection well, and receives approval of such declaration from the City Engineer. All such declarations shall be renewed annually and at such time be resubmitted to the City Engineer for approval. Test holes and exploratory holes shall be considered abandoned twenty-four (24) hours after construction work has been completed, unless otherwise approved by the City Engineer.

AGRICULTURAL WELL. A water well used to supply water for irrigation or other agricultural purposes, including so-called stock wells.

CATHODIC PROTECTION WELL. Any artificial excavation in excess of 50 feet constructed by any method for the purpose of installing equipment or facilities for the protection, electrically, of metallic equipment in contact with the ground, commonly referred to as a cathodic protection well or a deep anode.

CITY ENGINEER. The City Engineer of the city of Brea or his or her designee.

COMMUNITY WATER SUPPLY WELL. A water well used to supply water for domestic purposes in systems subject to Cal. Health & Safety Code, Chapter 7 of Part 1 of Division 5.

CONSTRUCT, RECONSTRUCT. To dig, drive, bore, drill or deepen a well, or to reperforate, remove, replace or extend a well casing.

DESTRUCTION. The proper filling and sealing of a well that is no longer useful so as to assure that the ground water is protected, and to eliminate a potential physical hazard.

ELECTRICAL GROUNDING WELL. Any artificial excavation in excess of 50 feet constructed by any method for the purpose of establishing an electrical ground.

INDIVIDUAL DOMESTIC WELL. A water well used to supply water for domestic needs of an individual residence or commercial establishment.

INDUSTRIAL WELL. A water well used to supply an industry on an individual basis.

OBSERVATION WELL. A well used for monitoring or sampling the conditions of a water-bearing aquifer, such as water pressure, depth, movement or quality.

PERMIT. A written permit issued by the City Engineer permitting the construction, reconstruction, destruction or abandonment of a well.

PERSON. Any person, firm, corporation or governmental agency.

PUBLIC NUISANCE. When applied to a well, shall mean any well which threatens to impair the quality of ground water or otherwise jeopardize the health or safety of the public.

SALT WATER (HYDRAULIC) BARRIER WELL. A well used for extracting water from or injecting water into the underground as a means of preventing the intrusion of salt water into a fresh water bearing aquifer.

TEST or ***EXPLANATORY HOLE.*** An excavation used for determining the nature of underground geological or hydrological collections, whether by seismic investigation, direct observation or any other means.

WELL. Any artificial excavation constructed by any method for the purpose of extracting water from or injecting water into the underground, for providing cathodic protection or electrical grounding of equipment, for making tests or observations of underground conditions or for any other similar purpose. ***WELLS*** shall include, but shall not be limited to, community water supply wells, individual domestic wells, industrial wells, agricultural wells, cathodic protection wells, electrical grounding wells, test and exploratory holes, observation wells and salt water (hydraulic) barrier wells, as defined herein, and other wells whose regulation is necessary to fulfill the purpose of this chapter as determined by the City Engineer. ***WELLS*** shall not include: oil and gas wells, geothermal wells or other wells constructed under the jurisdiction of the State Department of Conservation, except those wells converted to use as water wells; wells used for the purpose of dewatering excavations during construction, or stabilizing hillsides or earth embankments; or other wells whose regulation is not necessary to fulfill the purpose of this chapter as determined by the City Engineer.

('61 Code, § 24A.2) (Ord. 506, passed - -)

§ 13.12.030 PERMIT.

A. No person shall, within the incorporated area of the city, construct or reconstruct any well unless such construction or reconstruction is carried out pursuant to and in conformance with a written permit issued for that purpose by the City Engineer as provided in this chapter.

B. Nor shall any such person abandon a well unless it has been destroyed pursuant to and in conformance with a written permit issued by the City Engineer.

C. Nor shall any such person violate the terms of any order issued by the City Engineer, issued pursuant to this chapter.

('61 Code, § 24A.3)

D. Applications for permits shall be made to the City Engineer containing such information as he or she shall require.

E. Each application shall be accompanied by a fee which shall be established by the City Council on the basis of the cost incurred in enforcing the provisions of this chapter. Fifty percent (50%) of the fee shall be returned to the applicant should the permit be denied or if the permit is cancelled within sixty (60) days after issuance and no work has been done. A permit shall remain in effect for one (1) year from date of issuance.

F. Permits may be issued subject to any condition or requirement found by the City Engineer to be necessary to accomplish the purposes of this chapter.

G. A permit may be cancelled or the conditions amended by the City Engineer if he or she determines that to proceed with the work would result in a public nuisance or the permit holder has violated the terms of the permit or this chapter.

('61 Code, § 24A.4) (Ord. 506, passed - -)

§ 13.12.040 NOTIFICATION OF COMPLETION OF WORK; FINAL INSPECTION.

The permittee shall notify the City Engineer in writing upon completion of the work and no work shall be deemed to have been completed until such written notification has been received. A final inspection of the work shall be made by the City Engineer and no permittee shall be deemed to have complied with this chapter or his or her permit until such inspection has been performed.

('61 Code, § 24A.5) (Ord. 506, passed - -)

§ 13.12.050 NOTIFICATION OF CANCELLATION OR DENIAL OF PERMIT.

In the event a permit is denied or cancelled, the applicant or permit holder shall be given written notice by the City Engineer, which notice shall specify the reasons for his or her action and shall notify the applicant or permit holder of his or her right to request a hearing before the City Engineer within ten (10) days.

('61 Code, § 24A.6) (Ord. 506, passed - -)

§ 13.12.060 PUBLIC NUISANCE ABATEMENT.

A. In the event the City Engineer determines that a well constitutes a public nuisance, he or she shall mail a written notice to the landowner and the permit holder, if other than the landowner. A copy of the notice shall be posted on the affected property. The notice shall state the specific facts giving rise to such nuisance, the corrective measures deemed necessary and time, date and place at which a hearing shall be held by the City Council relating thereto, which date shall be not less than ten (10) nor more than thirty (30) days after the date such notice is mailed.

('61 Code, § 24A.7)

B. If the City Engineer finds that immediate action is necessary to prevent impairment of the ground water or a threat to the health or safety of the public, he or she may abate the nuisance without giving notice. Within twenty-four (24) hours after initiating such abatement, the City Engineer shall give notice of a hearing before the City Council in the manner prescribed in paragraph A. above.

('61 Code, § 24A.8) (Ord. 506, passed - -)

§ 13.12.070 HEARINGS; ACTIONS TAKEN BY COUNCIL.

A. At the time fixed for the hearing, the City Council shall hear and consider all relevant testimony and evidence offered by the landowner, and by any other interested person. In the event the Council finds that a public nuisance exists, it shall direct the City Engineer to take any necessary action to protect the ground water or the health and safety of the public, unless the situation is corrected by the landowner on or before a date to be specified by the Council.

B. If the Council finds that a permit was improperly denied or cancelled, it shall order the City Engineer to issue or reinstate such permit.

('61 Code, § 24A.9) (Ord. 506, passed - -)

§ 13.12.080 ABATEMENT COSTS.

The city shall have the right to recover its costs expended in abating a nuisance pursuant to this chapter by way of civil action against the owner and person in possession or control of the well in question, jointly or severally.

('61 Code, § 24A.10) (Ord. 506, passed - -)

§ 13.12.090 STANDARDS.

Standards for the construction, reconstruction, destruction or abandonment of wells shall be the standards recommended in the State Department of Water Resources Bulletin No. 74, Chapter II and Appendices E, F and G, and future amendments thereto. Until such time as standards for cathodic protection wells and electrical grounding wells are recommended by the State Department of Water Resources, such wells shall conform to the “Tentative Deep Anode Standards,” Sheets A-497-S-1 and A-497-S-2 revised December 10, 1969, of the Southern California Cathodic Protection Committee. Well standards

may be modified by the City Engineer, with the concurrence of the City Council, where required to cope with local geological and ground water conditions.

('61 Code, § 24A.11) (Ord. 506, passed - -)

CHAPTER 13.16: BACKFLOW AND CROSS-CONNECTION CONTROLS

Section

13.16.010 Legislative policy and intent

13.16.020 Definitions

13.16.030 Enforcement

13.16.040 Backflow prevention devices

13.16.050 Operating permit

13.16.060 Right of entry

13.16.070 Appeals

13.16.080 Board of Appeals

13.16.090 Findings by City Council

§ 13.16.010 LEGISLATIVE POLICY AND INTENT.

A. It is the intent of the City Council, in enacting thisChapter 13.16, to enhance the health, safety and welfare of the community and to protect the public water supply of the city from contamination or pollution by isolating within the water customer's internal distribution or private water system contaminants or pollutants which could backflow into the public water system.

B. Further, it is the intent of this Council to promote the elimination or control of existing cross-connections, actual or potential, between in-plant potable water systems and nonpotable water systems, plumbing fixtures and industrial piping systems, and to provide for a continuing program of cross-connection control which will systematically and effectively prevent the contamination or pollution of the city's water system.

C. Nothing contained in this Chapter 13.16 shall be construed to abrogate or supersede any provision or provisions of the Uniform Plumbing Code, as most recently adopted by this Council, and the provisions of said Uniform Plumbing Code shall be considered complementary and an addition to the requirements of this Chapter 13.16.

('61 Code, § 24B.1) (Ord. 835, passed - -)

§ 13.16.020 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

AIR-GAP. The unobstructed vertical distance through the free atmosphere between the lowest opening from any pipe or faucet supplying water to a tank, plumbing fixture, or other device and the flood level rim of said vessel. An approved air-gap shall be at least double the diameter of the supply pipe, measured vertically, above the overflow rim of the vessel, and in no case less than one (1") inch.

APPROVED. Accepted by the Director as meeting an applicable specification stated in this chapter, or as suitable for the proposed use.

AUXILIARY WATER SUPPLY. Any water supply on or available to the premises other than the city's public water supply will be considered as an auxiliary water supply. Auxiliary waters may include water from another public or private water supply or any natural source(s) such as a well, spring, river, stream, harbor, and the like, or “used waters” or “industrial fluids.” These waters may be contaminated or polluted or they may be objectionable and constitute an unacceptable water source over which the city does not have sanitary control.

BACKFLOW. The reversal of the normal flow of water caused by either back pressure or back siphonage.

BACKFLOW PREVENTER. An assembly or means designed to prevent backflow.

BACK PRESSURE. The flow of water or other liquids, mixtures or substances under pressure into the distribution pipes of a potable water supply system from any source or sources other than the intended source.

BACKSIPHONAGE. The flow of water or other liquids, mixtures or substances into the distribution pipes of a potable water supply from any source other than its intended source caused by the reduction of pressure in the potable water supply system.

CONTAMINATION. An impairment of the quality of potable water by sewage, industrial fluids or waste liquids, compounds or other materials to a degree which creates an actual or potential hazard to the public health through poisoning or through the spread of disease.

CROSS-CONNECTION. Any physical connection or arrangement of piping or fixtures between two (2) otherwise separate piping systems, one of which contains potable water and the other non potable water or industrial fluids of questionable safety, through which, or because of which, backflow may occur into the city's water system. This includes, but it is not limited to, any temporary connections, such as swing connections, removable sections, four (4) way plug valves, spools, dummy section of pipe, swivel or change-over devices or sliding multiport tube.

CROSS-CONNECTIONS — CONTROLLED. A connection between the city's water system and a nonpotable water system with an approved backflow prevention assembly properly installed and maintained so that it will continuously afford protection commensurate with the degree of hazard.

CROSS-CONNECTION CONTROL BY CONTAINMENT. The installation of an approved backflow prevention assembly at the water service connection to any customer's premises where it is physically and economically unfeasible to find and permanently eliminate or control all actual or potential cross-connections within the customer's water system. Alternatively, it shall mean the installation of an approved backflow prevention assembly on the service line leading to and supplying a portion of a customer's water system where there are actual or potential cross-connections which cannot be effectively eliminated or controlled at the point of the cross-connection.

DIRECTOR. The Director of Maintenance Services or his or her designee.

DOUBLE CHECK VALVE ASSEMBLY. An assembly of two (2) independently operating approved check valves with tightly closing shut-off valves on each end of the check valves, plus properly located test cocks for the testing of each check valve. The entire assembly shall meet the design and performance specifications as determined by a laboratory and field evaluation program resulting in an approval by a recognized and city approved testing agency for backflow prevention assemblies. To be approved, these assemblies must be readily accessible for in-line testing and maintenance.

HAZARD, DEGREE OF. The term derived from an evaluation of the potential risk to public health and the adverse effect of the hazard upon the potable water system and includes the following:

1. ***HAZARD - HEALTH.*** Any condition, device, or practice in the water supply system and its operation which could create, or in the judgment of the Director, may create a danger to the health and well-being of the water customer.

2. ***HAZARD - PLUMBING.*** A plumbing type cross- connection into a customer's potable water system that has not been properly protected by an approved air-gap or approved backflow prevention assembly.

3. ***HAZARD - POLLUTIONAL.*** An actual or potential threat to the physical properties of the water system or to the potability of the public or the customer's potable water system which may constitute a nuisance or be aesthetically objectionable or could cause damage to the system or its appurtenances, but would not be dangerous to health.

4. ***HAZARD - SYSTEM.*** An actual or potential threat of severe damage to the physical properties of the city's water system or the customers potable water system or of pollution or contamination which would have a protracted effect on the quality of the potable water in the system.

INDUSTRIAL FLUIDS SYSTEM. Any system containing a fluid or solution which may be chemically, biologically or otherwise contaminated or polluted in a form or concentration such as would constitute a health, system, pollutional or plumbing hazard if introduced into an approved water supply. This may include, but is not limited to: polluted or contaminated water; all types of process waters and “used waters” originating from the public potable water system which may have deteriorated in sanitary quality; chemicals in fluid form; plating acids and alkalines, circulating cooling waters connected to an open cooling tower and/or cooling towers that are chemically or biologically treated or stabilized with toxic substances; contaminated natural waters such as from wells, springs, streams, rivers, irrigation canals or systems, and the like; oils, gases, glycerine, paraffins, caustic and acid solutions and other liquid and gaseous fluids used in industrial or other purposes or for fire-fighting purposes.

POLLUTION. The presence of any foreign substance (organic, inorganic, or biological) in water which tends to degrade its quality so as to constitute a hazard or impair the usefulness or quality of the water to a degree which does not create an actual hazard to the public health but which does adversely and unreasonably affect such waters for domestic use.

REDUCED PRESSURE PRINCIPLE ASSEMBLY. An assembly of two (2) independently acting approved check valves together with a hydraulically operating, mechanically independent differential pressure relief valve located between the check valves and at the same time below the first check valve. The unit shall include properly located test cocks and tightly closing shut-off valves at each end of the assembly. The entire assembly shall meet the design and performance specifications as determined by a laboratory and a field evaluation program resulting in an approval by a recognized and city approved testing agency for backflow prevention assemblies. The assembly shall operate to maintain the pressure in the zone between the two (2) check valves at an acceptable level less than the pressure on the public water supply side of the assembly. At cessation of a normal flow, the pressure between the two (2) check valves shall be less than the pressure on the public water supply side of the device. In case of leakage of either of the check valves, the differential relief valve shall operate to maintain the reduced pressure in the zone between the check valves by discharging to the atmosphere. When the inlet pressure is two (2) pounds per square inch or less, the relief valve shall open to the atmosphere. To be approved, these assemblies must be readily accessible for in-line testing and maintenance and be installed in location where no part of the assembly will be submerged.

WATER - NONPOTABLE. Water which is not safe for human consumption or which is of questionable potability.

WATER - POTABLE. Any water which, according to recognized standards, is safe for human consumption.

WATER - SERVICE CONNECTION. The terminal end of a service connection from the city's potable water system. If a meter is installed at the end of the service connection, then the service connection shall mean the downstream end of the meter. There shall be no unprotected takeoffs from the service line ahead of any meter or any backflow prevention assembly located at the point of delivery to the customer's water system. Service connection shall also include water service connection from a fire hydrant and all other temporary or emergency water service connections from the public potable water system.

WATER SYSTEM. The water system shall be considered as made up of two (2) parts: The utility system and the customer system.

1. The utility system shall consist of the source facilities and the distribution systems and shall include all those facilities of the water system under the complete control of the city, up to the point where the customer system begins.

2. The customer system shall include those parts of the facilities beyond the termination of the utility system which are utilized in conveying domestic water to points of use.

('61 Code, § 24B.2) (Ord. 835, passed - -)

§ 13.16.030 ENFORCEMENT.

The Director of Maintenance Services shall enforce the provisions of this chapter and shall have the responsibility for making interpretations of this chapter, issuing operating permits, for deciding upon the approval of materials, equipment and devices required to be installed hereunder and establishing approved testing facilities.

('61 Code, § 24B.3) (Ord. 835, passed - -)

§ 13.16.040 BACKFLOW PREVENTION DEVICES.

A. *Where required.* An approved backflow prevention assembly shall also be installed on each service line to the customer system at or near the property line or immediately inside the building being served, but in all cases before the first branch line leading off the service line, wherever the following conditions exist:

1. In the case of premises having an auxiliary water supply which is not or may not be of safe bacteriological or chemical quality and which has not been accepted as an additional source by the city, the public water system shall be protected against backflow from the premises by installing an approved backflow prevention assembly in the service line appropriate to the degree of hazard.

2. In the case of premises on which any industrial fluids or any other objectionable substance is handled in such a fashion as to create an actual or potential hazard to the public water system, the public system shall be protected against backflow from the premises by installing an approved backflow prevention assembly in the service line appropriate to the degree of hazard. This shall include the handling of process waters and waters originating from the utility system which have been subject to deterioration in quality.

3. In the case of premises having internal cross-connection that cannot be permanently corrected or controlled; or intricate plumbing and piping arrangements or where entry to all portions of the premises is not readily accessible for inspection purposes, making it impracticable or impossible to ascertain whether or not dangerous cross-connections exist, the public water system shall be protected against backflow from the premises by installing an approved backflow prevention assembly in the service line.

4. In the event that the provisions of California Code of Regulations, Title 17 as the same may be amended from time to time or its successor provisions, pertaining to where backflow and cross-connection devices are required, mandate greater or more stringent requirements than as set forth in this § 13.16.040, then such provisions of said Title 17 pertaining thereto shall apply notwithstanding the provisions of this § 13.16.040.

('61 Code, § 24B.4)

B. *Type required.* The type of protective assembly required for the premises shall depend upon the degree of hazard which exists, as follows:

1. In the case of any premises where there is an auxiliary water supply as stated in paragraph A. above of this section and it is not subject to any of the following rules, the public water system shall be protected by an approved air-gap separation or an approved reduced pressure principle backflow prevention assembly.

2. In the case of any premises where there is water of a substance that would be objectionable but not hazardous to health, if introduced into the public water system, the public water system shall be protected by an approved double check valve assembly at each service connection.

3. In the case of any premises where there is any material dangerous to health which is handled in such a fashion as to create an actual or potential hazard to the public water system, the public water system shall be protected by an approved air-gap separation or an approved reduced pressure principle backflow prevention assembly at each service connection. Examples of premises where these conditions exist, include, but are not limited to, sewage treatment plants, sewage

pumping stations, chemical manufacturing plants, hospitals, mortuaries and plating plants.

4. In the case of any premises where there are uncontrolled cross-connections, either actual or potential, the public water system shall be protected by an approved air-gap separation or an approved reduced pressure principle backflow prevention assembly at each service connection.

5. In the case of any premises where, because of security requirements or other prohibitions or restrictions, it is impossible or impractical to make a complete in-plant cross-connection survey, the public water system shall be protected against backflow from the premises by either an approved air-gap separation or an approved reduced pressure principle backflow prevention assembly on each service connection to the premises.

6. In the event that the provisions of California Code of Regulations, Title 17, as the same may be amended from time to time or its successor provisions, pertaining to the type of backflow and cross-connection devices required to be installed for a given degree of hazard, mandate a different or more stringent requirement for a given degree of hazard, then such provisions of said Title 17 pertaining thereto shall apply notwithstanding the provisions of this paragraph B.

('61 Code, § 24B.5)

C. *Approval.*

1. Any backflow prevention assembly required herein shall be a model and size approved by the Director. The term “approved backflow prevention assembly” shall mean an assembly that has been manufactured in full conformance with the standards established by the American Water Works Association entitled:

AWWA C506-84 Standards for Reduced Pressure Principle and Double Check Valve Backflow Prevention Devices; and that meets laboratory and field performance specifications of the Foundation for Cross-Connection Control and Hydraulic Research of the University of Southern California established by:

Specifications of Backflow Prevention

Assemblies § 10 of the most current

issue of the Manual of Cross-Connection

Control.

2. Said AWWA and FCCC&HR standards and specifications have been adopted by the Director. Final approval shall be evidenced by a “certificate of approval” issued by an approved testing laboratory certifying full compliance with said AWWA standards and FCCC&HR specifications.

3. The Director shall formulate a list of approved testing laboratories.

('61 Code, § 24B.6)

(Ord. 835, passed - -)

§ 13.16.050 OPERATING PERMIT REQUIRED.

A. *Required.* It shall be unlawful for any person, firm, partnership or corporation which is a water customer of the city and whose premises requires the installation and maintenance of a backflow prevention device to obtain water from the city without first obtaining an operating permit issued by the Director and approval the backflow prevention device(s) installed, or to be installed, at the premises and otherwise complying with any and all terms and provisions of this chapter.

('61 Code, § 24B.7)

B. *Application.* Every person, firm, partnership or corporation required to obtain an operating permit hereunder shall make application to the Director for issuance of such operating permit prior to commencement of any activities requiring the installation of a backflow prevention device. Such application shall be in the form prescribed by the Director and shall include therein the following information:

1. Location of premises.

2. Numbered and location of service connections.

3. Name, model and type of device proposed to be installed and the location thereof.

4. Type of use requiring installation of backflow prevention device; i.e., process water, contaminated water, plating operation, and the like.

5. Plans and specifications as necessary to show the method of operation of the customer's premises.

6. Such other and further information as the Director may require.

7. The application shall be executed by the owner, or authorized representative thereof, under penalty of perjury as to the truth of the facts contained therein.

('61 Code, § 24B.8)

C. *Renewal.* Any water customer upon whose premises exists a previously approved backflow prevention device shall provide the Director the information required under paragraph A. above, certifying, under penalty of perjury, that the conditions under which the operating permit was initially issued have not changed or, if changed, the changed conditions existing at the premises.

('61 Code, § 24B.9)

D. *Inspection.* Upon approval by the Director of the type of backflow prevention device to be installed, and the location thereof, the customer shall obtain any and all building, plumbing, mechanical or other permits required by the city code and cause the same to be installed in accordance therewith. Upon installation, and prior to operation of the facility, the backflow prevention device shall be inspected and subjected to such testing as the Director may require to ensure proper operation thereof. Upon successful completion of such inspection and testing, the Director shall issue the operating permit.

('61 Code, § 24B.10)

E. *Annual inspection.* Every person, firm, partnership or corporation required to install and maintain a backflow prevention device pursuant to the provisions of this chapter shall have such device tested and inspected by the Director, at least annually. Failure to allow such inspection and testing, or failure of the device to pass any such test or inspection in accordance with the standards imposed hereby, shall be grounds for cessation of water service to the premises. Except where the Director determines that the public health and safety mandate the immediate disconnection of the premises from the city water supply, the Director shall provide to the water customer a reasonable time, not to exceed ten (10) days, to repair or replace the defective device and cause the same to be tested and inspected, or to permit entry to the premises for inspection and testing.

('61 Code, § 24B.11)

F. *Additional inspections.* In the event the Director determines, or has reasonable cause to believe, that a backflow prevention device has been disconnected or tampered with, or the device has failed to operate properly, the Director may require an inspection and testing thereof. In addition, the Director may establish a testing and/or inspection program to monitor such devices on a basis consistent with any apparent threat to the public health, safety or welfare.

('61 Code, § 24B.12)

G. *Existing devices.* All presently installed backflow prevention assemblies which do not meet the requirements of this chapter but were approved devices for the purposes described herein at the time of installation and which have been properly maintained, shall, except for the inspection and maintenance requirements imposed hereby, be excluded from the requirements of these rules so long as the Director is assured that they will satisfactorily protect the utility system. Whenever the existing device is moved from the present location or requires more than minimum maintenance or when the Director finds that the maintenance thereof constitutes a hazard to health, the unit shall be replaced by an approved backflow prevention assembly meeting the requirements of this chapter.

('61 Code, § 24B.13)

H. *Fees.* In addition to any other fees or charges levied or imposed by the city code for building, plumbing, mechanical or other permits for installation, any person, firm, partnership or corporation required to install and maintain a backflow prevention device shall pay the fee established by resolution of the City Council for the operating permit and inspection and testing of backflow prevention devices required by this chapter.

('61 Code, § 24B.14) (Ord. 835, passed - -)

§ 13.16.060 RIGHT OF ENTRY.

A. The Director shall have the authority to enter any building or premises for the purpose of investigating the existence of suspected or reported damage, defects, disconnection or tampering with an approved backflow prevention device, or to determine whether or not such a device is required on the premises, in order to protect the public water supply and the public health, safety and welfare of the community. In addition, the Director is authorized to enter any building or premises in order to inspect any backflow prevention device for purposes of issuing an operating permit.

B. Except in emergency situations, the Director shall not enter any building or premises without the consent of the owner or occupant thereof, unless he or she possesses a search warrant authorizing entry and search of the premises. No person shall hinder or prevent the Director while in the performance of the duties herein described as emergency situations or while in possession of a search warrant, from entering upon and into any and all premises under his or her jurisdiction, at all reasonable hours, for the purpose of inspecting the same to determine whether or not the provisions of this chapter and all other applicable laws or ordinances pertaining to the protection of persons or property are observed therein.

('61 Code, § 24B.15) (Ord. 835, passed - -)

§ 13.16.070 APPEALS.

A decision of the Director regarding the interpretation or implementation of any provision of this chapter shall be final and shall become effective forthwith upon the service of the decision of the Director, in writing, upon the applicant or water customer. For purposes of this section, service upon the applicant or water customer shall mean either personal delivery or placement in the United States mail, postage prepaid, and addressed to the applicant or water customer at his or her last known business address; provided, however, that the applicant or water customer may, within ten (10) days after the

effective date of the decision of the Director, file an appeal with the City Clerk, in writing, specifying the reason or reasons for the appeal and requesting that the board of appeals review the decision of the Director.

('61 Code, § 24B.16) (Ord. 835, passed - -)

§ 13.16.080 BOARD OF APPEALS.

The City Council shall act as a Board of Appeals in making a final determination of any appeal filed in accordance with this chapter. The City Clerk shall schedule a hearing on the appeal at reasonable times at the convenience of the Board of Appeals, but not later than thirty (30) days after receipt of the written appeal. The applicant or water customer may appear in person before the Board or be represented by an attorney and may introduce evidence to support his or her claim. The Director shall transmit to the Board all records, papers, documents and other materials in support of his or her decision and shall provide a copy thereof to the person appealing the decision of the Director. The person appealing the decision of the Director shall cause, at his or her own expense, any tests or research required by the Board to substantiate his or her claim to be performed or otherwise carried out. The Board may continue such appeal hearing from time to time as deemed necessary by the Board. The Board may, by resolution, affirm, reverse, or modify, in whole or in part, any appealed decision, determination or interpretation of the Director. A copy of the resolution adopted by the Board shall be mailed to the appellant and the Board's decision shall be final upon the mailing, by United States mail, postage prepaid, to the appellant's last known address of record and the decision of the Board shall be final upon the mailing of such resolution.

('61 Code, § 24B.17) (Ord. 835, passed - -)

§ 13.16.090 FINDINGS BY CITY COUNCIL.

The City Council hereby finds the failure to install and/or properly maintain any required backflow prevention device in good working order by any person constitutes a public nuisance.

('61 Code, § 24B.18) (Ord. 835, passed - -)

CHAPTER 13.20: WATER SHORTAGE CONTINGENCY RESPONSE

Section

13.20.010 Title

13.20.020 Purpose

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13.20.060 Communications

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13.20.110 Penalty

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§ 13.20.010 TITLE.

This chapter shall be known and may be cited as the Water Shortage Contingency Response Ordinance.

(Ord. 1123, passed 6-18-09; Am. Ord. 1221, passed 6-1-21)

§ 13.20.020 PURPOSE.

A. This chapter establishes water management requirements necessary to conserve water, enable effective water supply planning, assure reasonable and beneficial use of water, prevent waste of water, prevent unreasonable use of water, and prevent unreasonable method of use of water within the city in order to assure adequate supplies of water to meet the needs of the public and further the public health, safety, and welfare, recognizing that water is a scarce natural resource that requires careful management not only in times of drought, but at all times.

B. This chapter establishes restrictions to be implemented during times of declared water shortages or declared water shortage emergencies.

C. This chapter defines six levels of water shortage, most often triggered due to drought conditions, to provide defined response actions to be implemented during times of declared water shortage or declared water shortage emergency, with increasing restrictions on water use in response to worsening drought or emergency conditions and decreasing supplies.

D. Priority shall be given to response protocols in an adopted Hazard Mitigation Plan in the event of natural and human-caused disasters.

E. This chapter is intended solely to further the conservation of water. It is not intended to implement any provision of federal, state, or local law relating to protection of water quality or control of drainage or runoff.

(Ord. 1123, passed 6-18-09; Am. Ord. 1221, passed 6-1-21)

§ 13.20.030 DEFINITIONS.

The following words and phrases whenever used in this chapter have the meaning defined in this section:

BILLING UNIT. The unit of water used to apply water rates for purposes of calculating water charges for a person's water usage and equals seven hundred forty-eight (748) gallons of water.

CITY MANAGER. The City Manager or such official's designee.

COST. The actual cost to the city, including all labor, material, supplies, equipment, and miscellaneous items, together with any applicable indirect and general charges plus general administrative overhead, in accordance with the accounting practices of the city.

CUSTOMER. Water customer or water user.

EFFECTIVE DATE. June 1, 2021.

EXCESSIVE WATER USE PENALTY. The administrative penalty that may be imposed by the city during a Level 3, 4, 5, or 6 water shortage as set forth in this chapter.

FLOW RESTRICTING DEVICE or ***FLOW RESTRICTOR.*** A fitting inserted into the service connection to reduce flow capacity.

GROWER. A person engaged in growing plant material or raising animals.

GRAY WATER. Untreated wastewater that meets the then-current requirements of Cal. Health and Safety Code § 17922.12. In general, ***GRAY WATER*** includes wastewater from bathtubs, showers, bathroom washbasins, clothes washing machines, and laundry tubs, but does not include wastewater from kitchen sinks or dishwashers.

GUIDELINES. The Guidelines for Implementation of the Water Efficient Landscape Ordinance (Chapter 14.00 of this code), which describe procedures, calculations, and requirements for landscape projects subject to such ordinance.

INCIDENTAL RUNOFF. A minimal amount of irrigation water that escapes the area of intended use ***INCIDENTAL RUNOFF*** includes minor windblown overspray, mist extending onto sidewalks within a park, and minimal runoff from watering trees.

IRRIGATION CUSTOMER. A person who, according to city records, receives water service and has a dedicated irrigation meter for outdoor irrigation of landscaping.

LANDSCAPE IRRIGATION SYSTEM. An irrigation system with pipes, hoses, spray heads, or sprinkling devices that are operated by hand or through an automated system.

LANDSCAPE PROJECT. Total area of landscape in a project, as provided in the definition of landscaped area in § 14.00.070.

LARGE LANDSCAPE AREAS. A lawn, landscape, or other vegetated area, or combination thereof, equal to more than one (1) acre of irrigable land.

MWD. The Metropolitan Water District of Southern California, which is the wholesale urban water supplier of imported water to MWDOC.

MWDOC. The Municipal Water District of Orange County, which is the regional wholesale urban water supplier of imported water to Orange County.

NEW CONSTRUCTION. A new building with a landscape or a new landscape such as a park, playground, or greenbelt without an associated building.

POTABLE WATER. Water which is suitable for drinking.

PREMISES. The integral property or area, including improvements thereon, to which water service is provided or for which an application for service is filed.

RECYCLED WATER. The reclamation and reuse of nonpotable water for beneficial use.

REHABILITATED LANDSCAPE. Any relandscaping project that meets the applicability criteria of § 14.00.030(A), where the modified landscape area is greater than two thousand five hundred (2,500) square feet.

SERVICE CONNECTION. The pipe or tubing, fittings, and valves necessary to conduct water from the distribution main to and through the meter.

SINGLE PASS COOLING SYSTEM. Equipment where water is circulated only once to cool equipment before being disposed.

TURF. A ground cover surface of mowed grass. Annual bluegrass, Kentucky bluegrass, Perennial ryegrass, Red fescue, and Tall fescue are cool-season grasses. Bermudagrass, Kikuyugrass, Seashore Paspalum, St. Augustinegrass, Zoysiagrass, and Buffalo grass are warm-season grasses.

VALVE. A device used to control the flow of water in an irrigation system.

WATER ALLOCATION. The amount of water a residential or irrigation customer may use in a billing cycle.

WATER CUSTOMER. The person in whose name service is rendered as evidenced by the signature on the application or agreement for that service, or, in the absence of a signed instrument, by the receipt and payment of bills regularly issued in the person's name, regardless of the identity of the actual user of the service.

WATER FEATURE. A design element where open water performs an aesthetic or recreational function.***WATER FEATURES*** include ponds, lakes, waterfalls, fountains, artificial streams, spas, and swimming pools (where water is artificially supplied). The surface area of ***WATER FEATURES*** is included in the high water use hydrozone of the landscaped area. Constructed wetlands used for on-site wastewater treatment, habitat protection, or stormwater best management practices that are not irrigated and used solely for water treatment or storm water retention are not ***WATER FEATURES*** and, therefore, are not subject to the water budget calculation.

WATER SHORTAGE EMERGENCY. A condition existing within the city in which the ordinary water demands and requirements of persons within the city cannot be satisfied without depleting the water supply of the city to the extent that there would be insufficient water for human consumption, sanitation, and fire protection. A ***WATER SHORTAGE EMERGENCY*** includes both an immediate emergency, in which the city is unable to meet current water needs of persons within the city, as well as a threatened water shortage, in which the city determines that its supply cannot meet an increased future demand.

WATER USER. Any user of water including a water customer.

WSCP. Water shortage contingency plan.

(Ord. 1123, passed 6-18-09; Am. Ord. 1221, passed 6-1-21)

§ 13.20.040 APPLICABILITY.

A. The provisions of this chapter apply to any customer, person, and property using potable water provided by the city.

B. The provisions of this chapter do not apply to uses of water necessary to protect public health and safety or for essential government services such as police, fire, and other similar emergency services.

C. The provisions of this chapter do not apply to the use of gray water, except where expressly provided.

D. The provisions of this chapter do not apply to the use of water by commercial nurseries and commercial growers to sustain plants, trees, shrubs, crops, or other vegetation intended for commercial sale.

E. The provisions of this chapter do not apply to the use of water from private wells.

(Ord. 1123, passed 6-18-09; Am. Ord. 1221, passed 6-1-21)

§ 13.20.050 WATER SHORTAGE DETERMINATIONS.

A. Under Cal. Water Code § 10632.1, the city is required to submit a water shortage assessment report to the California Department of Water Resources by July 1 of each year.

B. The city will follow the written decision-making process defined in its WSCP to assess water supply reliability on an annual basis.

C. The City Council may declare the existence of Level 1 or 2 water shortage conditions by resolution adopted at a regular or special meeting.

D. The City Council may declare the existence of Level 3, 4, 5, or 6 water shortage emergency conditions by resolution adopted at a regular or special meeting after a public hearing held in accordance with Cal. Water Code §§ 350 *et seq.*

E. Upon determining that water shortage conditions continue to exist but have improved to the point that it is appropriate to move to a less restrictive level, the City Council shall adopt a resolution declaring the existence of the new water shortage level. Upon determining that water shortage conditions no longer exist, the City Council shall adopt a resolution declaring an end to the water shortage.

F. The public will be informed of water shortage determinations in accordance with §13.20.060.

G. When the City Council has declared the existence of a water shortage and the City Manager determines that a sudden event has, or threatens to, significantly diminish the reliability or quality of the city's water supply, the City Manager may declare a catastrophic water shortage and impose whatever emergency water allocation or conservation actions deemed necessary, in the City Manager's professional judgment, to protect the reliability and quality of the city's water supply, until the emergency passes or the city takes other action.

(Ord. 1221, passed 6-1-21)

§ 13.20.060 COMMUNICATIONS.

Upon declaration of a water shortage, the city will inform all relevant stakeholders, such as customers, the public, interested parties, and local, regional, and state governments, of the effective date of the water shortage response actions associated with the relevant stage. Communications shall be made in accordance with the WSCP including:

A. Any current or predicted shortages as determined by the annual water supply and demand assessment.

B. Any shortage response actions triggered or anticipated to be triggered by the annual water supply and demand assessment.

C. Any other relevant communications.

(Ord. 1221, passed 6-1-21)

§ 13.20.070 PERMANENT WATER CONSERVATION REQUIREMENTS.

The following water conservation requirements are effective at all times and are permanent. Violations of this section will be considered waste and an unreasonable use of water:

A. Washing down sidewalks, walkways, driveways, parking areas, or other paved surfaces is prohibited. This prohibition does not apply to washing that is both (i) required to dispose of dangerous liquids or alleviate safety or sanitary hazards; and (ii) performed by use of a hand-held bucket, pressure washer, or hand-held hose equipped with a positive self-closing water shut-off device.

B. Using water to wash a vehicle (including any automobile, truck, van, bus, motorcycle, boat, or trailer) is prohibited. This prohibition does not apply to washing that is performed by use of a hand-held bucket or hand-held hose equipped with a positive self-closing device or water shut-off nozzle. Additionally, this prohibition does not apply to any commercial car washing facility.

C. The use of water to clean, fill, or maintain levels in decorative fountains, ponds, lakes, or other similar aesthetic structures is prohibited. This prohibition does not apply if such water is part of a recirculating system. Additionally, this prohibition does not apply to a water feature listed in the National Register of Historic Places, where water use is deemed necessary for the integrity of the feature.

D. The use of water to irrigate outdoor landscapes during or within forty-eight (48) hours after measurable rainfall is prohibited.

E. The irrigation with potable water of ornamental turf on public street medians is prohibited.

F. The irrigation with potable water of landscapes outside of newly constructed homes and buildings in a manner inconsistent with regulations or other requirements established by the California Building Standards Commission and the Department of Housing and Community Development is prohibited.

G. All leaks, breaks, or other malfunctions in the water user's plumbing, irrigation, or distribution system must be repaired within seventy-two (72) hours of notification by the city unless other arrangements are made with the city.

H. Watering or irrigating of any lawn, landscape, or other vegetated area in a manner that causes or allows more than incidental runoff or water flows or runoff from the property onto an adjoining sidewalk, driveway, street, alley, gutter, or ditch is prohibited.

I. Watering of lawn, landscape, or other turf areas between the hours of 10:00 a.m. and 4:00 p.m. Pacific Standard Time on any day is prohibited. Hand-held water cans, buckets, or similar containers reasonably used to convey water for irrigation purposes are not subject to these time restrictions. Additionally, a hand-held hose equipped with a fully functioning, positive self-closing water shut-off nozzle, pressure washer or similar device may be used during the otherwise restricted period. If necessary, and for very short periods of time for the purpose of adjusting or repairing a landscape irrigation system, a person may operate a landscape irrigation system during the otherwise restricted period.

J. Hotels, motels, and other commercial lodging establishments shall provide customers the option of not having towels and linen laundered daily. Commercial lodging establishments shall prominently display notice of this option in each bathroom using plain language.

K. Food preparation establishments such as restaurants or cafes are prohibited from using non-water-conserving dish wash pre-rinse spray valves.

L. No restaurant, hotel, cafe, cafeteria, or other public place where food is sold, served, or offered for sale shall serve drinking water to any customer unless expressly requested.

M. Non-recirculating water systems shall not be installed or operated in commercial car wash and laundry systems.

N. Single pass cooling systems shall not be installed or operated in buildings requesting new water service.

(Ord. 1123, passed 6-18-09; Am. Ord. 1221, passed 6-1-21)

§ 13.20.080 CORRELATION BETWEEN CITY AND STATE WATER SHORTAGE LEVELS.

The city water shortage levels are aligned with the six standard water shortage levels specified in Cal. Water Code § 10632 as follows.

Cal. Water Code Defined Water Shortage Levels	*Percent Shortage*
Shortage Level 1	Up to 10%
Shortage Level 2	Up to 20%
Shortage Level 3	Up to 30%
Shortage Level 4	Up to 40%
Shortage Level 5	Up to 50%
Shortage Level 6	Above 50%

(Ord. 1221, passed 6-1-21)

§ 13.20.090 WATER SHORTAGE RESPONSE ACTIONS.

A. The response actions that align with each water shortage level are defined in the city's WSCP and include all of the following:

1. Locally appropriate supply augmentation actions;

2. Locally appropriate demand reduction actions to adequately respond to shortages;

3. Locally appropriate operational changes;

4. Mandatory prohibitions against specific water use practices that are in addition to state-mandated prohibitions and are appropriate to the local conditions;

5. For each action, an estimate of the extent to which the gap between supplies and demand will be reduced by implementation of the action.

B. Each elevated shortage level will include the elements of the previous shortage level(s), including the mandatory restrictions on water waste detailed in the WSCP, and each elevated shortage level is intended to be more restrictive than the previous level(s).

C. As deemed necessary, an allocation of water supply under a water supply emergency condition beyond WSCP defined actions may be implemented when water supply conditions dictate necessity.

D. No person shall violate any provisions of the city's WSCP applicable to a particular water shortage level during a period in which conditions of such water shortage level have been declared to exist.

(Ord. 1221, passed 6-1-21)

§ 13.20.100 HARDSHIP WAIVER.

A. If, due to unique circumstances, a specific requirement of this chapter would result in undue hardship to a person using water or to property upon which water is used, that is disproportionate to the impacts to water users generally or to similar property of classes of water users, then the person may apply for a hardship waiver.

B. A hardship waiver may be granted or conditionally granted only upon a written finding of the existence of facts demonstrating an undue hardship to a person using water, or to property upon which water is used, that is disproportionate to the impacts to water users generally or to similar property or classes of water use due to specific and unique circumstances of the user or the user's property.

C. Application for a hardship waiver shall be on a form prescribed by the city and accompanied by a non-refundable processing fee in an amount set by City Council resolution. The application shall be accompanied by photographs, maps, drawings, and other information, including a written statement of the applicant.

D. An application for a hardship waiver shall be denied unless the City Manager finds, based on the information provided in the application or such additional information as may be requested, and based on water use information for the property as shown by city records, all of the following:

1. That the hardship waiver does not constitute a grant of special privilege inconsistent with the limitations upon other residents and businesses;

2. That because of special circumstances applicable to the property or its use, the strict application of this chapter would have a disproportionate impact on the property of use that exceeds the impacts to residents and businesses generally;

3. That the authorizing of the hardship waiver will not be of substantial detriment to adjacent properties, and will not materially affect the ability of the city to effectuate the purpose of this chapter and will not be detrimental to the public interest;

4. That the subject property's condition, situation, or intended use for which the hardship waiver is sought is not common, recurrent, or general in nature.

E. The City Manager shall act upon a complete application no later than ten (10) days after submittal and may approve, conditionally approve, or deny the hardship waiver. The applicant shall be promptly notified in writing of any action taken. Unless otherwise specified, a hardship waiver will apply to the subject property during the period of the mandatory water shortage condition. The decision of the City Manager will be final.

(Ord. 1123, passed 6-18-09; Am. Ord. 1221, passed 6-1-21)

§ 13.20.110 PENALTY.

A. It shall be unlawful for any customer of the city to fail to comply with any of the provisions of this chapter. The penalties set forth in this section shall be additional to those penalties provided in any other section of this code or in state law.

B. The penalties for failure to comply with this chapter shall be as set forth below. The penalty for a second, third, fourth, or subsequent violation within the preceding twelve (12) calendar months shall be applicable regardless of whether prior violations within such period involved the same provision of this chapter.

1. *First violation.* The city will issue a written warning and deliver a copy of this chapter by mail or posting (i.e., door hanger).

2. *Second violation.* A second violation within the preceding twelve (12) calendar months is punishable by a fine not to exceed one hundred dollars ($100).

3. *Third violation.* A third violation within the preceding twelve (12) calendar months is punishable by a fine not to exceed two hundred and fifty dollars ($250).

4. *Fourth and subsequent violations.* A fourth and any subsequent violation is punishable by a fine not to exceed five hundred dollars ($500).

C. In addition to any fines, the city may install a water flow restrictor device of approximately one (1) gallon per minute.

D. In addition to any fines, the city may disconnect and/or terminate a customer's water service for a willful violation.

E. A person or entity that violates this chapter is responsible for payment of the city's charges for installing a flow restrictor or disconnecting and/or reconnecting service. A conservation fee equal to the termination and restoration of service charges per the city's Schedule of Fees and Charges as then in effect will be assessed to the customer's water account. All associated fees must be paid in full prior to service restoration. Nonpayment will be subject to the same remedies as nonpayment of basic water rates.

F. 1. Except for violations of this chapter subject to excessive water use penalties, if any person fails or refuses to comply with this chapter, the City Manager shall provide that person with written notice of the violation and an opportunity to correct the noncompliance. The written notice shall:

a. Be posted or presented at the site of the noncompliance;

b. State the time, date, and place of violation;

c. State a general description of the violation;

d. State the means to correct the violation;

e. State a date by which correction is required;

f. State the possible consequences of failing to correct the violation.

2. A written notice shall be mailed to the address of the violation, to the party who is billed for the water, or to the owner of the property, as appropriate.

G. A customer may appeal the notice of violation by filing a written notice of appeal with the city no later than the close of business on the day before the date scheduled for enforcement action. Any notice of violation not timely appealed will be final. Upon receipt of a timely appeal, a hearing on the appeal will be scheduled, and the city will mail written notice of the hearing date to the customer at least ten (10) days before the date of the hearing.

H. Pending receipt of a written appeal or pending a hearing pursuant to an appeal, the city may take steps to prevent the unauthorized use of water as appropriate to the nature and extent of the violations and the current declared water shortage level.

(Ord. 1123, passed 6-18-09; Am. Ord. 1221, passed 6-1-21)

§ 13.20.120 COMPLIANCE MONITORING AND REPORTING.

To ensure compliance with state reporting requirements, the city will collect, track, and analyze relevant data per the procedures defined in the WSCP.

(Ord. 1221, passed 6-1-21)

§ 13.20.130 WATER SHORTAGE COMPLIANCE PLAN UPDATE.

To ensure water shortage risk tolerance is adequate and appropriate water shortage mitigation strategies are implemented as needed, the city's WSCP will be reviewed and evaluated as defined by the procedures identified in the WSCP.

(Ord. 1221, passed 6-1-21)

§ 13.20.140 MISCELLANEOUS.

A. The city may limit or withhold the issuance of building permits which require new or expanded water service, except to protect the public health, safety and welfare, or in cases which meet the city's adopted conservation offset requirements.

B. The city may, by written request, require all commercial, residential and industrial customers using twenty-five thousand (25,000) or more billing units per year to submit a water conservation plan and to submit quarterly progress reports on such plan. The conservation plan must include recommendations for increased water savings and separation of uses including increased water recycling based on feasibility, and the reports must include progress to date on implementation of such recommendations.

C. The city may establish a water waste hotline for residents to report violations of this chapter.

D. An allocation of water supply under a water supply emergency condition, beyond WSCP defined actions, may be implemented when water supply conditions dictate necessity.

E. The city may provide water efficiency devices either directly or through supported programs. Such devices shall remain within the city's service area at all times. Devices provided by the city shall be used to conserve water, and shall not be modified in any way or sold.

(Ord. 1123, passed 6-18-09; Am. Ord. 1221, passed 6-1-21)

CHAPTER 13.24: INDUSTRIAL WASTE DISPOSAL

Section

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§ 13.24.010 ENFORCEMENT AND ADMINISTRATION.

The county of Orange and all of its officers, employees, and agents hereby are authorized and empowered to enforce and administer the provisions of this chapter within the city.

('61 Code, § 11A.1) (Ord. 788, passed - -)

§ 13.24.020 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

BOARD OF SUPERVISORS. The Board of Supervisors of the county of Orange, California.

DIRECTOR. The duly appointed Administrator of the County Environmental Management Agency, or his or her designee.

INDUSTRIAL WASTE. Any and all liquid or solid waste substance from any producing, manufacturing or processing operation of whatever nature. It shall include any such waste placed within containers of whatever nature prior to and for purposes of disposal. It shall also include sewage mixed with industrial waste; however, it shall not include domestic sewage from residences, business buildings and institutions, containing only waste from water closets, wash water, baths and kitchens.

POLLUTION OF UNDERGROUND OR SURFACE WATERS. Any condition resulting from the depositing or discharging of industrial waste which impairs or contributes to the impairment of the usefulness of waters for human or animal consumption or domestic, agricultural, industrial or recreational purposes, or any other useful purposes.

PUBLIC AGENCY. The United States or any department or agency thereof, the state of California and any department or agency thereof including all political subdivisions thereof.

PUBLIC SEWER. The main line sewer, publicly owned or maintained, constructed in a street, highway, alley, place or right-of-way dedicated to public use.

SEWAGE. Any waste, liquid or otherwise associated with human habitation or of human or animal origin and includes sewage effluent and water contaminated with offal, filth or feculent matter.

UNDERGROUND OR SURFACE WATER. Any surface or subterranean stream, watercourse, lake or other body of water, and shall include water wells and any underground or surface storage reservoir, whether natural or artificial.

('61 Code, § 11A.2) (Ord. 788, passed - -)

§ 13.24.030 NOTICE.

Unless otherwise expressly provided, any notice under this chapter required to be given by the county or the Director shall be in writing and shall be served by certified mail. Such notice shall be sent to the last address given to the Director.

('61 Code, § 11A.3) (Ord. 788, passed - -)

§ 13.24.040 POLLUTION OF WATER PROHIBITED.

No person shall discharge or deposit or cause or suffer to be discharged or deposited, from any source, any industrial waste which will or may cause or result in the pollution of any underground or surface waters.

('61 Code, § 11A.4) (Ord. 788, passed - -)

§ 13.24.050 PERMITS FOR DISPOSAL OF INDUSTRIAL WASTE.

No person shall discharge or deposit or cause or suffer to be deposited or discharged any industrial waste into or upon any area in the city, or into any underground or surface waters in the city where such industrial waste is or may be deposited upon or may be carried through or over any area of the city except in conformity with the provisions of this chapter, and unless he or she shall have first secured, in the manner hereinafter provided, a permit so to do from the Director; provided, however, a permit shall not be required for the discharge of industrial waste into a public sewer with an ocean outfall.

('61 Code, § 11A.5) (Ord. 788, passed - -)

§ 13.24.060 APPLICATION FOR PERMITS.

Applications for permits required hereunder shall be filed with the Director upon printed forms to be prescribed and supplied by the Director. The Director may require any additional information, including plans and specifications, which may be deemed necessary for the proper disposition of the application.

('61 Code, § 11A.6) (Ord. 788, passed - -)

§ 13.24.070 TIME WITHIN WHICH ACTION ON APPLICATION SHALL BE TAKEN.

Within thirty (30) days after receipt of all of the information requested of an applicant, the Director shall either grant or deny the permit and immediately shall notify the applicant by certified mail of the action taken.

('61 Code, § 11A.7) (Ord. 788, passed - -)

§ 13.24.080 WHEN TO ISSUE PERMITS.

A. The Director shall issue a permit for industrial waste disposal if it is determined that:

1. The material to be discharged or deposited in the manner proposed will not cause or result in the pollution of any underground or surface waters, as herein prohibited, and that;

2. Under existing circumstances and conditions, it is reasonable and necessary to dispose of the waste in the manner proposed.

B. The Director may incorporate in any permit issued pursuant to this chapter such limitations or conditions as may be reasonably necessary to effectuate the purpose of this chapter and may from time to time, review the limitations or conditions which have been incorporated in any permit thereto-fore issued, giving consideration to changed conditions, and may (whenever it is advisable or required in order to maintain the waters of the city and county free from pollution) alter, revise, modify, delete or add further limitations or conditions applicable to any permit theretofore issued. No such alterations, revisions, modifications, deletions, additions, limitations or conditions shall be effective, however, until notice in writing thereof shall have been served upon the permittee in the manner provided by this chapter.

('61 Code, § 11A.8) (Ord. 788, passed - -)

§ 13.24.090 PERMIT DOES NOT AUTHORIZE CERTAIN ACTS.

A permit issued under this chapter does not authorize any act or acts forbidden by any law, rule, regulation or order of any public agency or department and such fact shall be so stated on the face of all permits issued.

('61 Code, § 11A.9) (Ord. 788, passed - -)

§ 13.24.100 TERM OF PERMITS.

A permit for the disposal of industrial waste shall be valid until suspended or revoked in the manner hereinafter provided.

('61 Code, § 11A.10) (Ord. 788, passed - -)

§ 13.24.110 TRANSFER OF PERMITS.

The Director may transfer a permit to the successor in interest of a permittee upon the filing by the successor of a written application therefor, together with such evidence of transfer of title or interest as the Director may require. A permit shall not be transferable from one location to another. The Director shall immediately notify, by certified mail, the person requesting a transfer of a permit of the action taken.

('61 Code, § 11A.11) (Ord. 788, passed - -)

§ 13.24.120 ENFORCEMENT.

A. The Director shall enforce this chapter and shall, upon his or her own initiative, or may upon the complaint of a third person, investigate any violation of this chapter, or of any permit issued hereunder. For such purpose, the Director shall have the powers of a peace officer.

B. The failure to comply with a notice of violation issued and served pursuant to this chapter shall constitute a misdemeanor of this chapter and each day shall constitute a separate offense punishable as provided by law.

('61 Code, § 11A.12) (Ord. 788, passed - -)

§ 13.24.130 TESTS AND INSPECTIONS.

For the purpose of securing compliance with this chapter, the Director shall make periodic tests of samples of industrial waste obtained from the place or places of discharge or deposit, and such other tests deemed necessary for proper administration hereof. For the purpose of making such tests or inspections, the Director shall be permitted at all reasonable hours to enter any premises or place where industrial waste is being or is proposed to be discharged or deposited, or where there may be a violation of this chapter.

('61 Code, § 11A.13) (Ord. 788, passed - -)

§ 13.24.140 COOPERATION BY OTHER DEPARTMENTS.

In carrying out the duties of this chapter, the Director may request and receive the aid of any other city or county department.

('61 Code, § 11A.14) (Ord. 788, passed - -)

§ 13.24.150 NOTICE OF VIOLATION.

Whenever the Director finds that any person is acting in violation of any provision of this chapter or of any permit issued hereunder, the Director shall serve upon the person causing or suffering such violation to be committed, including the permittee, if a permit has been issued, a notice of violation. The notice shall state the act or acts constituting the violation and shall direct that the violation be corrected within such time to be specified in the notice as the Director may deem reasonable.

('61 Code, § 11A.15) (Ord. 788, passed - -)

§ 13.24.160 CESSATION OF ACTIVITIES.

Whenever the Director finds that the continued violation of any provision of this chapter or of the conditions of any permit issued hereunder is so aggravated that the prevention of pollution of underground or surface waters requires the immediate cessation of the activities causing the violation, he or she may so direct in the notice of violation. A person who has been so notified shall immediately cease all such activities and shall not resume them until the Director determines that all of the violations charged in the notice have been corrected.

('61 Code, § 11A.16) (Ord. 788, passed - -)

§ 13.24.170 SUSPENSION.

A. The Director may suspend a permit by giving notice thereof to the permittee:

1. When a permittee fails to correct a violation within the time specified in a notice thereof; or

2. When a violation is so aggravated as to require cessation of activities as provided in §13.24.160.

B. A permit suspended by the Director shall be reinstated when all of the violations charged in a notice thereof have been corrected.

('61 Code, § 11A.17) (Ord. 788, passed - -)

§ 13.24.180 REVOCATION.

The Board of Supervisors may, after notice and hearing as hereinafter provided, revoke a permit on any one (1) or more of the following grounds:

A. Fraud or deceit in obtaining a permit.

B. Failure of a permittee to correct a violation within the time prescribed in a notice of violation.

C. Willful violation of any provisions of this chapter of a condition or limitation of a permit, or of any lawful order of the Director.

('61 Code, § 11A.18) (Ord. 788, passed - -)

§ 13.24.190 PROCEEDINGS FOR REVOCATION.

Proceedings for the revocation of a permit may be initiated as follows:

A. By the Director after serving upon the permittee a copy of and filing with the County Clerk, a written recommendation of a revocation setting forth the grounds therefor and requesting a hearing thereon before the Board of Supervisors; or

B. By the Board of Supervisors, on its own motion or upon the complaint of a third person, by serving or causing to be served upon the permittee and the Director a notice of intention to revoke, setting forth the grounds therefor and designating a time and place for hearing thereon.

('61 Code, § 11A.19) (Ord. 788, passed - -)

§ 13.24.200 REQUEST FOR HEARING.

A person who is dissatisfied with any action of the Director may request a hearing before the Board of Supervisors.

('61 Code, § 11A.20) (Ord. 788, passed - -)

§ 13.24.210 HOW HEARINGS ARE REQUESTED.

Any person aggrieved by an action of the Director may, within thirty (30) days after receipt of a notice of the action complained of, serve upon the Director a copy of and file with the County Clerk a written request for a hearing before the

Board of Supervisors. The request shall set forth in concise language that particular action or actions complained of and the reasons why the person or permittee feels aggrieved thereby. Failure to file a request for hearing within the time prescribed herein shall constitute a waiver of any objection to the action of the Director and his or her action shall be final.

('61 Code, § 11A.21) (Ord. 788, passed - -)

§ 13.24.220 NOTICE OF HEARING.

When a request for hearing is filed with the County Clerk, the Board of Supervisors shall set the matter for hearing and give notice of the time and place thereof to the person requesting the hearing, the Director, and any other person or public agency requesting notice thereof. The hearing shall be held not more than thirty (30) days after a written request therefor has been filed with the County Clerk and not less than ten (10) days after the issuance of the notice thereof.

('61 Code, § 11A.22) (Ord. 788, passed - -)

§ 13.24.230 HEARING.

At the time and place set for hearing, the person requesting the hearing, the Director, and any interested person or public agency may appear and be heard either in person or by counsel.

('61 Code, § 11A.23) (Ord. 788, passed - -)

§ 13.24.240 DECISION OF BOARD OF SUPERVISORS.

The Board of Supervisors shall, within thirty (30) days after conclusion of the hearing, render its decision. The Board of Supervisors may:

A. Confirm the action of the Director.

B. Direct the Director to issue a permit with or without such conditions or limitations as the Board of Supervisors may deem appropriate.

C. Vacate of modify the suspension of permit.

D. Cancel a notice of violation or modify such notice in such particulars as the Board of Supervisors may deem appropriate.

E. Direct the Director to transfer a permit.

F. Revoke a permit on any of the grounds specified in §13.24.180.

G. Make such other disposition of the matter heard as may be appropriate and in conformity with this chapter.

('61 Code, § 11A.24) (Ord. 788, passed - -)

CHAPTER 13.28: MUNICIPAL UTILITY SERVICES

Section

13.28.010 Furnishing of services; terms; statutory authority

13.28.020 Service deposit required

13.28.030 Payment for services; delinquency and termination of service

§ 13.28.010 FURNISHING OF SERVICES; TERMS; STATUTORY AUTHORITY.

A. Pursuant to Article XI, Section 7 of the Constitution of the state of California, as the same may be amended from time to time, or any successor provision or provisions thereto, the City Council finds and declares that the furnishing of water and sewer service and the collection and disposal of garbage and refuse constitute municipal utility services which may be provided to persons or property within the corporate boundaries of the city, or on an extraterritorial basis as otherwise provided by law, directly by the city or pursuant to contract, franchise, permit or otherwise.

B. All such services, whether provided directly by the city or pursuant to contract, franchise, permit or otherwise, shall be charged for as municipal utility services and the same may be charged for on a consolidated basis by the city.

§ 13.28.020 SERVICE DEPOSIT REQUIRED.

Every person, on making application for municipal utility services, shall make a service deposit in accordance with and in such amounts as may be established by City Council by ordinance, resolution, executive order or in any other lawful fashion.

§ 13.28.030 PAYMENT FOR SERVICES; DELINQUENCY AND TERMINATION OF SERVICE.

No person shall fail or refuse to pay the municipal service charges provided for in this code or established pursuant to this

code. If any person shall fail or refuse to pay the lawful charges, including both delinquent and current charges, for any municipal utility service, or portion thereof, the water service to the premises, regardless of tenancy, shall be shut off. Termination of water service for failure to or refusal to pay for municipal utility services, or any portion thereof, shall occur in accordance with all requirements of law, including minimum requirements for notice and opportunity to respond.

CHAPTER 13.32: STORM WATER DRAINAGE

Section

13.32.010 Definitions

13.32.020 Prohibition on illicit connections and prohibited discharges

13.32.030 Control of urban runoff

13.32.040 Inspections

13.32.050 Enforcement

13.32.060 Permits

13.32.070 Interagency cooperation

§ 13.32.010 DEFINITIONS.

For purposes of this chapter, the following words and phrases shall have the meaning ascribed to them in this section:

AUTHORIZED INSPECTOR or ***DIRECTOR.*** The Director of Development Services of the City of Brea and persons designated by and under his or her instruction and supervision, who are assigned to investigate compliance with, detect violations of and/or take actions pursuant to this chapter.

CITY. The City of Brea, Orange County, California or the County of Orange or the Orange County Flood Control District acting on behalf of the city, as the case may be.

CO-PERMITTEE. The County of Orange, the Orange County Flood Control District, and/or any one of the thirty-one (31) municipalities, including the City of Brea, which are responsible for compliance with the terms of the NPDES Permits.

DAMP. The Orange County Drainage Area Management Plan, as the same may be amended from time to time hereafter.

DEVELOPMENT PROJECT GUIDANCE. DAMP Chapter VII and the Appendix thereto, entitled best management practices for new development including non-residential construction projects, as the same may be amended from time to time hereafter.

DISCHARGE. Any release, spill, leak, pump, flow, escape, leaching (including subsurface migration or deposition to groundwater), dumping or disposal of any liquid, semi-solid or solid substance.

DISCHARGE EXCEPTION. The group of activities not restricted or prohibited by this chapter, including only:

Discharges composed entirely of storm water; discharges subject to regulation under current EPA or Regional Water Quality Control Board issued NPDES permits, state general permits, or other waivers, permits or approvals granted by an appropriate government agency; discharges from property for which best management practices set forth in the development project guidance are being implemented and followed; discharges to the storm water drainage system from potable water line flushing, fire fighting activities, landscape irrigation systems, diverted stream flows, rising groundwater, and *de minimis* groundwater infiltration to the storm water drainage system (from leaks in joints or connections or cracks in water drainage pipes or conveyance systems); discharges from potable water sources, passive foundation drains, air conditioning condensation and other building roof runoffs agricultural irrigation water runoffs water from crawl space pumps, passive footing drains, lawn watering, non-commercial vehicle washing; flows from riparian habitats and wetlands; dechlorinated swimming pool discharges; discharges of reclaimed water generated by a lawfully permitted water treatment facility; public street wash waters when related to cleaning and maintenance by, or on behalf of, the city; discharges authorized pursuant to a permit issued under § 13.32.060 hereof; discharges allowable under the domestic sewage exception; discharges for which the discharger has reduced to the extent feasible the amount of pollutants in such discharge; and discharges authorized pursuant to federal or state laws or regulations.

In any action taken to enforce this chapter, the burden shall be on the person who is the subject of such action to establish that a discharge was within the scope of this ***DISCHARGE EXCEPTION***.

DOMESTIC SEWAGE EXCEPTION. Discharges which are exceptions to this chapter and excluded from the definition of prohibited discharge, as defined herein, including only:

Discharges composed entirely of accidental spills of, untreated sanitary wastes (commonly called domestic sewage) and other wastes, but limited solely to wastes that are controlled by and are within publicly owned wastewater treatment system collection facilities immediately prior to the accidental spill.

ENFORCING ATTORNEY. The City Attorney, City Prosecutor or District Attorney acting as counsel to the City of Brea and

his/her designee, which counsel is authorized to take enforcement action as described herein.

EPA. The Environmental Protection Agency of the United States.

HEARING OFFICER. The City Manager or his or her designee, who shall preside at the administrative hearings authorized by this chapter and issue final decisions on the matters raised herein.

INVOICE FOR COSTS. The actual costs and expenses of the city, including but not limited to administrative overhead, salaries and other expenses recoverable under state law, incurred during any inspection conducted pursuant to § 13.32.040 of this chapter or where a notice of noncompliance, administrative compliance order or other enforcement option under § 13.32.050 of this chapter is utilized to obtain compliance herewith.

ILLICIT CONNECTION. Any man-made conveyance or drainage system, pipeline, conduit, inlet or outlet through which the discharge of any pollutant to the storm water drainage system occurs or may occur. The term ***ILLICIT CONNECTION*** shall not include legal nonconforming connections or connections to the storm water drainage system that are hereinafter authorized by the agency with jurisdiction over the system at the location at which the connection is made.

LEGAL NONCONFORMING CONNECTION. Connections to the storm water drainage system existing as of the adoption of this chapter that were in compliance with all federal, state and local rules, regulations, statutes and administrative requirements in effect at the time the connection was established, including but not limited to any discharge permitted pursuant to the terms and conditions of an individual discharge permit issued pursuant to the Industrial Waste Ordinance, Chapter 13.24 of this Code.

NEW DEVELOPMENT. All public and private residential (whether single family, multi-unit or planned unit development), industrial, commercial, retail, and other non-residential construction projects, or grading for fixture construction, for which either a discretionary land use approval, grading permit, building permit or non-residential plumbing permit is required.

NON-RESIDENTIAL PLUMBING PERMIT. A plumbing permit authorizing the construction and/or installation of facilities for the conveyance of liquids other than storm water, potable water, reclaimed water or domestic sewage.

NPDES PERMITS. The currently applicable municipal discharge permit[s] issued by the Regional Water Quality Control Board, Santa Ana Region [and/or the Regional Water Quality Control Board, San Diego Region, as appropriate], which permit[s] establishes waste discharge requirements applicable to storm water runoff in the city.

PERSON. Any natural person as well as any corporation, partnership, government entity or subdivision, trust, estate, cooperative association, joint venture, business entity, or other similar entity, or the agent, employee or representative of any of the above.

POLLUTANT. Any liquid, solid or semi-solid substances, or combination thereof, including and not limited to:

1. Artificial materials (such as floatable plastics, wood products or metal shavings);

2. Household waste (such as trash, paper, and plastics; cleaning chemicals; yard wastes; animal fecal materials; used oil and fluids from vehicles, lawn mowers and other common household equipment);

3. Metals and non-metals, including compounds of metals and non-metals, (such as cadmium, lead, zinc, copper, silver, nickel, chromium, cyanide, phosphorus and arsenic), with characteristics which cause an adverse effect on living organisms;

4. Petroleum and related hydrocarbons (such as fuels, lubricants, surfactants, waste oils, solvents, coolants and grease);

5. Animal wastes (such as discharge from confinement facilities, kennels, pens and recreational facilities, including, stables, show facilities, or polo fields);

6. Substances having a pH less than 6.5 or greater than 8.6, or unusual coloration, turbidity or odor;

7. Waste materials and wastewater generated on construction sites and by construction activities (such as painting and staining; use of sealants and glues; use of lime; use of wood preservatives and solvents; disturbance of asbestos fibers, paint flakes or stucco fragments; application of oils, lubricants, hydraulic, radiator or battery fluids; construction equipment washing; concrete pouring and cleanup; use of concrete detergents; steam cleaning or sand blasting; use of chemical degreasing or diluting agents; and use of super chlorinated water for potable water line flushing);

8. Materials causing an increase in biochemical oxygen demand, chemical oxygen demand or total organic carbon;

9. Materials which contain base/neutral or acid extractible organic compounds;

10. Those pollutants defined in § 1362(6) of the Federal Clean Water Act; and

11. Any other constituent or material, including but not limited to pesticides, herbicides, fertilizers, fecal coliform, fecal streptococcus or enterococcus, or eroded soils, sediment and particulate materials, in quantities that will interfere with or adversely affect the beneficial uses of the receiving waters, flora or fauna of the state.

PROHIBITED DISCHARGE. Any discharge which contains any pollutant, from public or private property to (1) the storm water drainage system; (2) any upstream flow, which is tributary to the storm water drainage system; (3) any groundwater, river, stream, creek, wash or dry weather arroyo, wetlands area, marsh, coastal slough, or (4) any coastal harbor, bay, or

the Pacific Ocean. The term ***PROHIBITED DISCHARGE*** shall not include discharges allowable under the discharge exception.

SIGNIFICANT REDEVELOPMENT. The rehabilitation or reconstruction of public or private residential (whether single family, multi-unit or planned unit development), industrial, commercial, retail, or other non-residential structures, for which either a discretionary land use approval, grading permit, building permit or non-residential plumbing permit is required.

STATE GENERAL PERMIT. Either the state general industrial storm water permit or the state general construction permit and the terms and requirements of either or both. In the event the U.S. Environmental Protection Agency revokes the in-lieu permitting authority of the State Water Resources Control Board, then the term ***STATE GENERAL PERMIT*** shall also refer to any EPA administered storm water control program for industrial and construction activities.

STORM WATER DRAINAGE SYSTEM. Street gutter, channel, storm drain, constructed drain, lined diversion structure, wash area, inlet, outlet or other facility, which is a part of or tributary to the county-wide storm water runoff system and owned, operated, maintained or controlled by city, and used for the purpose of collecting, storing, transporting, or disposing of storm water.

(Ord. 997, passed 8-19-97)

§ 13.32.020 PROHIBITION ON ILLICIT CONNECTIONS AND PROHIBITED DISCHARGES.

A. No person shall:

1. Construct, maintain, operate and/or utilize any illicit connection.

2. Cause, allow or facilitate any prohibited discharge.

3. Act, cause, permit or suffer any agent, employee, or independent contractor, to construct, maintain, operate or utilize any illicit connection, or cause, allow or facilitate any prohibited discharge.

B. The prohibition against illicit connections shall apply irrespective of whether the illicit connection was established prior to the date of enactment of this chapter; however, legal nonconforming connections shall not become illicit connections until the earlier of the following:

1. For all structural improvements to property installed for the purpose of discharge to the storm water conveyance system, the expiration of five (5) years from the adoption of this chapter.

2. For all nonstructural improvements to property existing for the purpose of discharge to the storm water conveyance system, the expiration of six (6) months following delivery of a notice to the owner or occupant of the property, which states a legal nonconforming connection has been identified. The notice of a legal nonconforming connection shall state the date of expiration of use under this chapter.

C. A civil or administrative violation of § 13.32.020.A. shall occur irrespective of the negligence or intent of the violator to construct, maintain, operate or utilize an illicit connection or to cause, allow or facilitate any prohibited discharge.

D. If an Authorized Inspector reasonably determines that a discharge, which is otherwise within the discharge exception, may adversely affect the beneficial uses of receiving waters, then the Authorized Inspector may give written notice to the owner of the property or facility that the discharge exception shall not apply to the subject discharge following expiration of the thirty (30) day period commencing upon delivery of the notice. Upon expiration of the thirty (30) day period any such discharge shall constitute a violation of § 13.32.020.A.

E. The owner or occupant of property on which a legal nonconforming connection exists may request an administrative hearing, pursuant to the procedures set forth in §§ 13.32.050.A.6 through 10, for an extension of the period allowed for continued use of the connection. A reasonable extension of use may be authorized by the Director of Public Works upon consideration of the following factors:

1. The potential adverse effects of the continued use of the connection upon the beneficial uses of receiving waters;

2. The economic investment of the discharger in the legal nonconforming connection; and

3. The financial effect upon the discharger of a termination of the legal nonconforming connection.

(Ord. 997, passed 8-19-97)

§ 13.32.030 CONTROL OF URBAN RUNOFF.

A. *New development and significant redevelopment.*

1. All new development and significant redevelopment within the city shall be undertaken in accordance with:

a. The DAMP, including but not limited to the development project guidance; and

b. Any conditions and requirements established by the planning agency [planning department, engineering department or building department], which are reasonably related to the reduction or elimination of pollutants in storm water runoff from the project site.

2. Prior to the issuance by the city of a grading permit, building permit or non-residential plumbing permit for any new

development or significant redevelopment, the planning agency [planning department, engineering department or building department] shall review the project plans and impose terms, conditions and requirements on the project in accordance with § 13.32.030.A.1. If the new development or significant redevelopment will be approved without application for a grading permit, building permit or non-residential plumbing permit, the Director shall review the project plans and impose terms, conditions and requirements on the project in accordance with § 13.32.030.A.1 prior to the issuance of a discretionary land use approval or, at the city's discretion, prior to recordation of a subdivision map.

3. Notwithstanding § 13.32.030.A.1 and .2, compliance with the development project guidance shall not be required for construction of one (1) single family detached residence unless the Director determines that the construction may result in the discharge of significant levels of a pollutant into a tributary to the storm water drainage system.

4. Compliance with the conditions and requirements of the DAMP shall not exempt any person from the requirement to independently comply with each provision of this chapter.

5. If the Director determines that the project will have a*de minimis* impact on the quality of storm water runoff, then it may issue a written waiver of the requirement for compliance with the provisions of the development project guidance.

6. The owner of a new development or significant redevelopment project, or upon transfer of the property, its successors and assigns, shall implement and adhere to the terms, conditions and requirements imposed pursuant to § 13.32.030.A.1 on a new development or significant redevelopment project.

7. Each failure by the owner of the property or its successors or assigns, to implement and adhere to the terms, conditions and requirements imposed pursuant to § 13.32.030.A.1 on a new development or significant redevelopment project shall constitute a violation of this chapter.

8. The Director may require that the terms, conditions and requirements imposed pursuant to §13.32.030.A.1 be recorded with the County Recorder's office by the property owner. The signature of the owner of the property or any successive owner shall be sufficient for the recording of these terms, conditions and requirements and a signature on behalf of the city shall not be required for recordation.

B. *Cost recovery.* The city shall be reimbursed by the project applicant for all costs and expenses incurred by the city in the review of new development or significant development projects for compliance with the DAMP. The Director may require a deposit of estimated costs and expenses, and the actual costs and expenses shall be deducted from the deposit, with the balance, if any, refunded to the project applicant.

C. *Litter control.* No person shall discard any waste material, including but not limited to rubbish or garbage of any kind (whether generated or accumulated at a residence, business or other location), upon any public or private property, whether occupied, open or vacant, including but not limited to any street, sidewalk, alley, right-of-way, open area or point of entry to the storm water drainage system. Every person occupying or having charge and control of property on which a prohibited disposal of waste materials occurs shall cause the proper collection and disposal of same.

(Ord. 997, passed 8-19-97)

§ 13.32.040 INSPECTIONS.

A. *Scope of inspections.*

1. *Right to inspect.* Prior to commencing any inspection as hereinbelow authorized, the Authorized Inspector shall obtain either the consent of the owner or occupant of the property or shall obtain an administrative inspection warrant or criminal search warrant.

2. *Entry to inspect.* The Authorized Inspector may enter property to investigate the source of any discharge to any public street, inlet, gutter, storm drain or the storm water drainage system located within the jurisdiction of the city.

3. *Compliance assessments.* The Authorized Inspector may inspect property for the purpose of verifying compliance with this chapter, including but not limited to (1) identifying products produced, processes conducted, chemicals used and materials stored on or contained within the property, (2) identifying point(s) of discharge of all wastewater, process water systems and pollutants, (3) investigating the natural slope at the location, including drainage patterns and man-made conveyance systems, (4) establishing the location of all points of discharge from the property, whether by surface runoff or through a storm drain system, (5) locating any illicit connection or the source of prohibited discharge, (6) evaluating compliance with any permit issued pursuant to § 13.32.050 hereof; and (7) investigating the condition of any legal nonconforming connection.

4. *Portable equipment.* For purposes of verifying compliance with this chapter, the Authorized Inspector may inspect any vehicle, truck, trailer, tank truck or other mobile equipment.

5. *Records review.* The Authorized Inspector may inspect all records of the owner or occupant of property relating to chemicals or processes presently or previously occurring on-site, including material and/or chemical inventories, facilities maps or schematics and diagrams, material safety data sheets, hazardous waste manifests, business plans, pollution prevention plans, state general permits, storm water pollution prevention plans, monitoring program plans and any other record(s) relating to illicit connections, prohibited discharges, a legal nonconforming connection or any other source of contribution or potential contribution of pollutants to the storm water drainage system.

6. *Sample and test.* The Authorized Inspector may inspect, sample and test any area runoff, soils area (including

groundwater testing), process discharge, materials within any waste storage area (including any container contents), and/or treatment system discharge for the purpose of determining the potential for contribution of pollutants to the storm water drainage system. The Authorized Inspector may investigate the integrity of all storm drain and sanitary sewer systems, any legal nonconforming connection or other pipelines on the property using appropriate tests, including but not limited to smoke and dye tests or video surveys. The Authorized Inspector may take photographs or video tape, make measurements or drawings, and create any other record reasonably necessary to document conditions on the property.

7. *Monitoring.* The Authorized Inspector may erect and maintain monitoring devices for the purpose of measuring any discharge or potential source of discharge to the storm water drainage system.

8. *Test results.* The owner or occupant of property subject to inspection shall, on submission of a written request, receive copies of all monitoring and test results conducted by the Authorized Inspector.

(Ord. 997, passed 8-19-97)

§ 13.32.050 ENFORCEMENT.

A. *Administrative remedies.*

1. *Notice of noncompliance.* The Authorized Inspector may deliver to the owner or occupant of any property, or to any person responsible for an illicit connection or prohibited discharge a notice of noncompliance. The notice of noncompliance shall be delivered in accordance with § 13.32.050.A.5.

a. The notice of noncompliance shall identify the provision(s) of this chapter or the applicable permit which has been violated. The notice of noncompliance shall state that continued noncompliance may result in additional enforcement actions against the owner, occupant and/or person.

b. The notice of noncompliance shall state a compliance date that must be met by the owner, occupant and/or person; provided, however, that the compliance date may not exceed ninety (90) days unless the Authorized Inspector extends the compliance deadline an additional ninety (90) days where good cause exists for the extension.

2. *Administrative compliance orders.*

a. The Authorized Inspector may issue an administrative compliance order. The administrative compliance order shall be delivered in accordance with § 13.32.050.A.5. The administrative compliance order may be issued to:

(1) The owner or occupant of any property requiring abatement of conditions on the property that cause or may cause a prohibited discharge or an illicit connection in violation of this chapter;

(2) The owner of property subject to terms, conditions or requirements imposed on a project in accordance with § 13.32.050.A.1 to ensure adherence to those terms, conditions and requirements.

(3) A permittee subject to the requirements of any permit issued pursuant to §13.32.060 hereof to ensure compliance with the terms, conditions and requirements of the permit.

(4) Any person responsible for an illicit connection or prohibited discharge.

b. The administrative compliance order may include the following terms and requirements:

(1) Specific steps and time schedules for compliance as reasonably necessary to prevent the imminent threat of a prohibited discharge, including but not limited to a prohibited discharge from any pond, pit, well, surface impoundment, holding or storage area;

(2) Specific steps and time schedules for compliance as reasonably necessary to discontinue any illicit connection;

(3) Specific requirements for containment, cleanup, removal, storage, installation of overhead covering, or proper disposal of any pollutant having the potential to contact storm water runoff;

(4) Any other terms or requirements reasonably calculated to prevent the imminent threat of or continuing violations of this chapter, including, but not limited to requirements for compliance with best management practices guidance documents promulgated by any federal, State of California or regional agency;

(5) Any other terms or requirements reasonably calculated to achieve full compliance with the terms, conditions and requirements of any permit issued pursuant hereto.

3. *Cease and desist orders.*

a. The Authorized Inspector may issue a cease and desist order. A cease and desist order shall be delivered in accordance with § 13.32.050.A.5. A cease and desist order may direct the owner or occupant of any property and/or other person responsible for a violation of this chapter to:

(1) Immediately discontinue any illicit connection or prohibited discharge to the storm water drainage system;

(2) Immediately contain or divert any flow of water off the property, where the flow is occurring in violation of any provision of this chapter;

(3) Immediately discontinue any other violation of this chapter;

(4) Clean up the area affected by the violation.

b. The Authorized Inspector may direct by cease and desist order that the owner of any property or any permittee under any permit issued pursuant to § 13.32.060 hereof:

(1) Immediately cease any activity not in compliance with the terms, conditions and requirements of the applicable permit.

4. *Recovery of costs.* The Authorized Inspector may deliver to the owner or occupant of any property, any permittee or any other person who becomes subject to a notice of noncompliance or administrative order, an invoice for costs. An invoice for costs shall be delivered in accordance with § 13.323.050.A.5. An invoice for costs shall be immediately due and payable to the city for the actual costs incurred by the city in issuing and enforcing any notice or order.

a. If any owner or occupant, permittee or any other person subject to an invoice for costs fails to either pay the invoice for costs or appeal successfully the invoice for costs in accordance with § 13.32.050.A.6, then the Enforcing Attorney may institute collection proceedings.

5. *Delivery of notice.* Any notice of noncompliance, administrative compliance order, cease and desist order or invoice of costs to be delivered pursuant to the requirements of this chapter shall be subject to the following:

a. The notice shall state that the recipient has a right to appeal the matter as set forth in §13.32.050.A.6 through A.10 hereof.

b. Delivery shall be deemed complete upon (1) personal service to the recipient; (2) deposit in the U.S. mail, postage pre-paid for first class delivery; or (3) facsimile service with confirmation of receipt.

c. Where the recipient of notice is the owner of the property, the address for notice shall be the address from the most recently issued equalized assessment roll.

d. Where the owner or occupant of any property cannot be located after the reasonable efforts of the Authorized Inspector, a notice of noncompliance or cease and desist order shall be deemed delivered after posting on the property for a period often (10) business days.

6. *Administrative hearing for notices of noncompliance administrative compliance orders, invoices for costs and adverse determinations.* Except as set forth in § 13.32.050.A.8, below, any person receiving a notice of noncompliance, administrative compliance order, a notice of legal nonconforming connection, an invoice for costs, or any person who is subject to any adverse determination made pursuant to this chapter, may appeal the matter by requesting an administrative hearing. Notwithstanding the foregoing, these administrative appeal procedures shall not apply to criminal proceedings initiated to enforce this chapter.

7. *Request for administrative hearing.* Any person appealing a notice of noncompliance, an administrative compliance order, a notice of legal nonconforming connection, an invoice for costs or an adverse determination shall, within thirty (30) days of receipt thereof, file a written request for an administrative hearing, accompanied by an administrative hearing fee as established by separate resolution, with the Office of the City Clerk, with a copy of the request for administrative hearing mailed on the date of filing to the Director. Thereafter, a hearing on the matter shall be held before the Hearing Officer within forty-five (45) business days of the date of filing of the written request unless, in the reasonable discretion of the Hearing Officer and pursuant to a written request by the appealing party, a continuance of the hearing is granted.

8. *Administrative hearing for cease and desist orders and emergency abatement actions.* An administrative hearing on the issuance of a cease and desist order or following an emergency abatement action shall be held within five (5) business days following the issuance of the order or the action of abatement, unless the hearing (or the time requirement for the hearing) is waived in writing by the party subject to the cease and desist order or the emergency abatement. A request for an administrative hearing shall not be required from the person subject to the cease and desist order or the emergency abatement action.

9. *Hearing proceedings.* The Authorized Inspector shall appear in support of the notice, order, determination, invoice for costs or emergency abatement action, and the appealing party shall appear in support of withdrawal of the notice, order, determination, invoice for costs, or in opposition to the emergency abatement action. The city shall have the burden of supporting any enforcement or other action by a preponderance of the evidence. Each party shall have the right to present testimony and other documentary evidence as necessary for explanation of the case.

10. *Final decision and appeal.* The final decision of the Hearing Officer shall issue within ten (10) business days of the conclusion of the hearing and shall be delivered by first-class mail, postage prepaid, to the appealing party. The final decision shall include notice that any legal challenge to the final decision shall be made pursuant to the provisions of California Code of Civil Procedure § 1094.5 and § 1094.6 and shall be commenced within ninety (90) days following issuance of the final decision.

Notwithstanding this subparagraph 10., the final decision of the Hearing Officer in any preceding determining the validity of a cease and desist order or following an emergency abatement action shall be mailed within five (5) business days following the conclusion of the hearing.

11. *City abatement.* In the event the owner of property, the operator of a facility, a permittee or any other person fails to comply with any provision of a compliance schedule issued to such owner, operator, permittee or person pursuant to this chapter, the Authorized Inspector may request the Enforcing Attorney to obtain an abatement warrant or other appropriate

judicial authorization to enter the property, abate the condition and restore the area. Any costs incurred by the city in obtaining and carrying out an abatement warrant or other judicial authorization may be recovered pursuant to § 13.32.050.B.4.

B. *Nuisance.* Any condition in violation of the prohibitions of this chapter, including but not limited to the maintenance or use of any illicit connection or the occurrence of any prohibited discharge, shall constitute a threat to the public health, safety and welfare, and is declared and deemed a nuisance pursuant to California Government Code § 38771.

1. *Court order to enjoin or abatement.* At the request of the Director, the Enforcing Attorney may seek a court order to enjoin and/or abate the nuisance.

2. *Notice to owner and occupant.* Prior to seeking any court order to enjoin or abate a nuisance or threatened nuisance, the Director shall provide notice of the proposed injunction or abatement to the owner and occupant, if any, of the property where the nuisance or threatened nuisance is occurring.

3. *Emergency abatement.* In the event the nuisance constitutes an imminent danger to public safety or the environment, the Director of Public Works may enter the property from which the nuisance emanates, abate the nuisance and restore any property affected by the nuisance. To the extent reasonably practicable, informal notice shall be provided to the owner or occupant prior to abatement. If necessary to protect the public safety or the environment, abatement may proceed without prior notice to or consent from the owner or occupant thereof and without judicial warrant.

a. An imminent danger shall include, but is not limited to, exigent circumstances created by the dispersal of pollutants, where the same presents a significant and immediate threat to the public safety or the environment.

b. Notwithstanding the authority of the city to conduct an emergency abatement action, an administrative hearing pursuant to § 13.32.050.A.8 shall follow the abatement action.

4. *Reimbursement of costs.* All costs incurred by the city in responding to any nuisance, all administrative expenses and all other expenses recoverable under state law, shall be recoverable from the person(s) creating, causing, committing, permitting or maintaining the nuisance.

5. *Nuisance lien.* All costs shall become a lien against the property from which the nuisance emanated and a personal obligation against the owner thereof in accordance with California Government Code § 38773.1 and § 38773.5. The owner of record of the property subject to any lien shall be given notice of the lien prior to recording as required by California Government Code § 38773.1.

a. At the direction of the Director, the Enforcing Attorney is authorized to collect nuisance abatement costs or enforce a nuisance lien in an action brought for a money judgment or by delivery to the County Assessor of a special assessment against the property in accord with the conditions and requirements of California Government Code § 38773.5.

(Ord. 997, passed 8-19-97)

§ 13.32.060 PERMITS.

A. *Discharge permit procedure.*

1. *Permit.* On application of the owner of property or the operator of any facility, which property or facility is not otherwise subject to the requirements of a state general permit or a national pollution discharge elimination system permit regulating storm water discharges, the Director may issue a permit authorizing the release of non-storm water discharges to the storm water drainage system if:

a. The discharge of material or constituents is reasonably necessary for the conduct of otherwise legal activities on the property; and

b. The discharge will not cause a nuisance, impair the beneficial uses of receiving waters, or cause any reduction in established water quality standards.

2. *Application.* The applicant shall provide all information requested by the Director for review and consideration of the application, including but not limited to specific detail as to the activities to be conducted on the property, plans and specifications for facilities located on the property, identification of equipment or processes to be used on-site and other information as may be requested in order to determine the constituents, and quantities thereof, which may be discharged if permission is granted.

3. *Permit issuance.* The permit shall be granted or denied by the Director, no later than sixty (60) business days following the completion and acceptance of the application as determined by the Director.

a. The applicant shall be notified in Person or by first-class mail, postage prepaid, of the action taken.

4. *Permit conditions.* The permit may include terms, conditions and requirements to ensure compliance with the objectives of this chapter and as necessary to protect the receiving waters, including but not limited to:

a. Identification of the discharge location on the property and the location at which the discharge will enter the storm water drainage system;

b. Identification of the constituents and quantities thereof to be discharged into the storm water drainage system;

c. A change to the permit is necessary to ensure compliance with the objectives of this chapter or to protect the quality of receiving waters.

The permittee, or in the case of a general permit, each person who has filed an application pursuant to §13.32.060.A.5, shall be informed of any change in the permit terms and conditions at least forty-five (45) business days prior to the effective date of the modified permit.

c. Specification of pollution prevention techniques and structural or non-structural control requirements as reasonably necessary to prevent the occurrence of potential discharges in violation of this chapter;

d. Requirements for self-monitoring of any discharge;

e. Requirements for submission of documents or data, such as technical reports, production data, discharge reports, self-monitoring reports and waste manifests; and

f. Other terms and conditions appropriate to ensure compliance with the provisions of this chapter and the protection of receiving waters, including requirements for compliance with best management practices guidance documents approved by any federal, State of California or regional agency.

5. *General permit.* In the discretion of the Director, the permit may, in accordance with the conditions identified in § 13.32.060.A.4, be prepared as a general permit applicable to a specific category of activities. If a general permit is issued, any person intending to discharge within the scope of the authorization provided by the general permit may do so by filing an application to discharge with the Director. No discharge within the scope of the general permit shall occur until such application is so filed.

Notwithstanding the foregoing in this subparagraph 5, the Director, in his or her discretion, may eliminate the requirement that an application for a general permit be filed for any specific activity for which a general permit has been issued.

6. *Permit fees.* The permission to discharge shall [may] be conditioned upon the applicant's payment of the city's costs, in accordance with a fee schedule adopted by separate resolution, as follows:

a. For individually issued permits, the costs of reviewing the permit application, preparing and issuing the permit, and the costs reasonably related to administrating this permit program.

b. For general permits, the costs of reviewing the permit application, that portion of the costs of preparing the general permit which is reasonably attributable to the permittee's application for the general permit, and the costs reasonably related to administering the general permit program.

B. *Permit suspension, revocation or modification.*

1. The Director may suspend or revoke any permit when it is determined that:

a. The permittee has violated any term, condition or requirement of the permit or any applicable provision of this chapter; or

b. The permittee's discharge or the circumstances under which the discharge occurs have changed so that it is no longer appropriate to except the discharge from the prohibitions on prohibited discharge contained within this chapter; or

c. The permittee fails to comply with any schedule for compliance issued pursuant to this chapter; or

d. Any regulatory agency, including EPA or a Regional Water Quality Control Board having jurisdiction over the discharge, notifies the city that the discharge should be terminated.

2. The Director may modify any permit when it is determined that:

a. Federal or state law requirements have changed in a manner that necessitates a change in the permit; or

b. The permittee's discharge or the circumstances under which the discharge occurs have changed so that it is appropriate to modify the permit's terms, conditions or requirements; or

3. The determination that a permit shall be denied, suspended, revoked or modified may be appealed by a permittee pursuant to the same procedures applicable to appeal of an administrative compliance order hereunder. In the absence of a judicial order to the contrary, the permittee may continue to discharge pending issuance of the final administrative decision by the Hearing Officer.

C. *Permit enforcement.*

PENALTIES. Any violation of the terms, conditions and requirements of any permit issued by the Director shall constitute a violation of this chapter and subject the violator to the administrative, civil and criminal remedies available under this chapter.

D. *Compliance.* Compliance with the terms, conditions and requirements of a permit issued pursuant to this chapter shall not relieve the permittee from compliance with all federal, state and local laws, regulations and permit requirements, applicable to the activity for which the permit is issued.

1. *Limited permittee rights.* Permits issued under this chapter are for the person or entity identified therein as the "Permittee" only, and authorize the specific operation at the specific location identified in the permit. The issuance of a permit does not vest the permittee with a continuing right to discharge.

2. *Transfer of permits.* No permit issued to any person may be transferred to allow:

a. A Discharge to the storm water drainage system at a location other than the location stated in the original permit; or

b. A discharge by a person other than the person named in the permit, provided however, that the city may approve a transfer if written approval is obtained, in advance, from the Director.

3. *Compliance disclaimer.* Full compliance by any person or entity with the provisions of this chapter shall not preclude the need to comply with other local, state or federal statutory or regulatory requirements, which may be required for the control of the discharge of pollutants into storm water and/or the protection of storm water quality.

(Ord. 997, passed 8-19-97)

§ 13.32.070 INTERAGENCY COOPERATION.

A. The city intends to cooperate with other agencies with jurisdiction over storm water discharges to ensure that the regulatory purposes underlying storm water regulations promulgated pursuant to the Clean Water Act (33 USC § 1251, *et seq.*) are met.

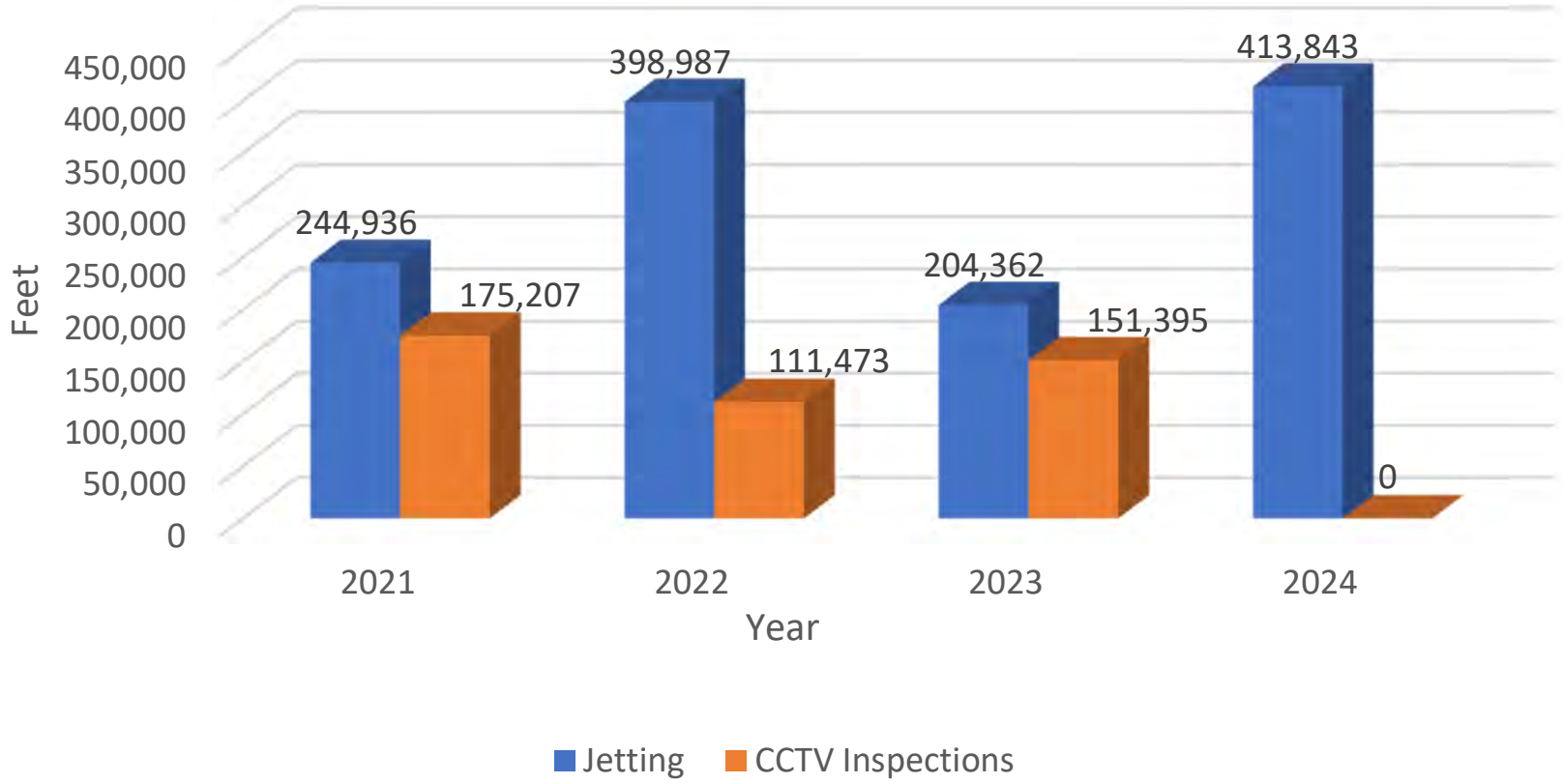
B. The city may, to the extent authorized by law, elect to contract for the services of any public agency or private enterprise to carry out the planning approvals, inspections, permits and enforcement authorized by this chapter.

(Ord. 997, passed 8-19-97)

Appendix D: Operations and Maintenance

Attachment 1 – Summary of Jetting
Attachment 2 – High Frequency Maintenance Locations Jetting Schedule
Attachment 3 – Training Log
Attachment 4 – Critical Parts List and Vendors

City of Brea - Public Works
Routine Maintenance Activities



City of Brea - Public Works

SHADOW WORK SEWER HOT SPOT/MAINTENANCE

DATE/MONTH:	SUM OF FOOTAGE (ft):
1/28/2025	24021
2/25/2025	24437
3/20/2025	24076
4/16/2025	24021

SHADOW WORK SEWER HOT SPOT/MAINTENANCE

Jetter: 207 Driver: 205 Date: 1/28/2025

Date Cleaned	Location	From Manhole #	To Manhole #	Footage Measure (ft)	Size	Lined Y/N	Jet	Condition of Manhole
1/27/2025	LAMBERT RD/CABO	48-03	48-04	350	8	Y/N		
1/27/2025	MADRONA ALLEY	36-40	48-01	390	8	Y		
1/27/2025	MADRONA ALLEY	36-39	36-40	310	8	Y		
1/27/2025	MADRONA ALLEY	36-39	36-35	375	8	N		
1/27/2025	BIRCH/DT MADRONA	A	B	337	8	N		
1/27/2025	BIRCH/WALNUT-MADR	C	A	380	8	N		
1/27/2025	WALNUT-ASH	C	D	610	8	N		
1/27/2025	BIRCH-BREA BLVD	D	F	310	8	N		
1/27/2025	GATEWAY CENTER	G	F	212	8	N		
1/27/2025	GATEWAY CENTER	H	G	279	8	N		
1/27/2025	GATEWAY CENTER	I	H	67	8	N		
1/28/2025	YARD HOUSE/ASH	J	K	550	8	N		
1/28/2025	OLIVERPIT/YARD HOUS	L	J	274	8	N		
1/28/2025	OLIVERPIT-TAPS	M	N	398	8	N		
1/28/2025	TAPSALLEY	O	N	147	8	N		
1/28/2025	DATEALLEY/TAPS	O	P	750	8	N		
1/28/2025	DATEALLEY/CHOICE BI	P	Q	694	8	N		
1/28/2025	BREA BLVD/CHOICE BI	R	S	332	8	N		
1/28/2025	BREA BLVD/CHOICE BI	S	T	314	8	N		
1/28/2025	BREA BLVD/ACACIA	40-80	40-09	600	8	N		
1/28/2025	BIRCHPOPLAR	50-23	49-10	350	8	N		
	VALENCIA	41-61	57-00	2451	8	N		
1/28/2025	99 CENT STORE	9-02	9-03	276	8	N		
1/28/2025	CENTRAL/MOBILE HOM	9-01	10-35	82	8	N		POP LID IN MOBILE HOME PARK
1/23/2025	CEDAR CREEK	72-00	72-0A	80	8	N		
1/23/2025	WILCAT WAY/ASSCOCI	72-00	72-01	210	8	Y		
1/23/2025	POINT DR	71-14	71-13	315	8	N		
1/23/2025	ASSOCIATED RD	73-17	72-04	650	8	N		
1/23/2025	REDBAY/BIRCH	74-21A	74-21B	320	8	N		
1/23/2025	REDBAY/BIRCH	74-21A	74-21C	175	8	N		
1/23/2025	REDBAY/BIRCH	74-21A	74-21	100	8	N		
1/23/2025	REDBAY	74-19	74-21	300	8	Y		
1/23/2025	REDBAY	74-21	74-20	180	8	Y		
1/23/2025	OAK PLACE	60-03	60-02	420	8	N		
1/23/2025	BREA SUBWAY	46-20	46-08	600				
1/23/2025	BREA SUBWAY	46-20	46-22	550				
1/23/2025	BREA SUBWAY	46-20	46-20A	100				
1/23/2025	FOUNDER/HURTS	A	B	225	8	Y		
1/23/2025	CENTRAL	22-19	22-20	270	8	N		
1/23/2025	CENTRAL	22-18	22-19	200	8	Y		
1/23/2025	SAN JUAN	7-07	7-03	288	8	N		
1/22/2025	GOOD WILL ALLEY	39-17	C.O	183	8			
1/22/2025	GOOD WILL ALLEY	39-16	39-17	310	8			
1/22/2025	GOOD WILL ALLEY	40-39	39-16	36	8			
1/23/2025	WHITTIER EXT/HAVENH	7-03	7-01	418	8	Y		
1/23/2025	WHITTIER EXT	6-17	7-04	320	8	Y		
1/22/2025	FERN AVE	27-15	C/O	410	8	Y		
1/22/2025	OCFC/MERCURY	37-17	37-10	110	8	Y		
1/22/2025	OCFC/MERCURY	37-17	37-22	700	8	N		
1/22/2025	WALNUT/CITY HALL PA	A	B	650	8	N		
1/22/2025	CITY HALL RESTROOM	A	C	80	8	N		
1/22/2025	DATE/CONDOS	38-14	38-16	500	8	Y		
1/22/2025	DATE/HORSE PROPERT	38-13	38-12	250	8	N		
1/22/2025	OCFC/AROVISTA PARK	38-10	C/O	175	8	N		
1/22/2025	VALENCIA ST	39-14	27-30	150	8	N		
1/22/2025	VALENCIA GOLF COUR	39-14	27-30	450	8	N		
1/22/2025	RANDOLPH/WILLOW	49-53	49-54	110	8	Y		
1/22/2025	RANDOLPH/WILLOW	49-54	49-55	550	8	Y		DROP CONNECTION
1/22/2025	RANDOLPH/WILLOW	49-55	60-01	275	8	Y		
1/22/2025	MAGNOLIA/ELM ST	39-31	39-32	150	8	N		
1/22/2025	LAUREL/ELM ST	52-49	51-13	300	8	Y		
1/22/2025	CHERRY/ELM ST	52-08	52-53	250	8	N		
1/22/2025	CHERRY EASEMENT	52-07	57-08	50	8	N		
1/22/2025	CHERRY EASEMENT	52-06	52-07	50	8	N		
1/22/2025	RANDOLPH/URBAN TIE	51-29	51-30	350	8	N		
1/22/2025	MADISON CT/BCC	50-17	50-18	150	8	N		CHECK GRASS AREA ROOTS
1/28/2025	CARBON CANYON	166-31	166-32	300	8	N		
1/22/2025	SIEVER	38-18A	38-18	300	8	Y		
1/22/2025	MOONSTONE	12-6	12-5A	308	8	Y		
1/22/2025	MOONSTONE	12-5A	12-5	260	8	Y		
1/22/2025	MOONSTONE	12-7	12-6	55	8	Y		
			SUM:	24021				

SHADOW WORK SEWER HOT SPOT/MAINTENANCE

Jetter: 203 Driver: 207 Date: 2/25/2025

Date Cleaned	Location	From Manhole #	To Manhole #	Footage Measure (ft)	Size	Lined Y/N	Jet	Condition of Manhole
2/20/2025	LAMBERT RD/CABO	48-02	48-03	416	8	N	✓	
2/20/2025	LAMBERT RD/CABO	48-03	48-04	350	8	Y/N	✓	
2/20/2025	MADRONA ALLEY	36-40	48-01	390	8	Y	✓	
2/20/2025	MADRONA ALLEY	36-39	36-40	310	8	Y	✓	
2/20/2025	MADRONA ALLEY	36-39	36-35	375	8	N	✓	
2/20/2025	BIRCH/DT MADRONA	A	B	337	8	N	✓	
2/20/2025	BIRCH/WALNUT-MADR	C	A	380	8	N	✓	
2/20/2025	WALNUT-ASH	C	D	610	8	N	✓	
2/20/2025	BIRCH-BREA BLVD	D	F	310	8	N	✓	
2/20/2025	GATEWAY CENTER	G	F	212	8	N	✓	
2/20/2025	GATEWAY CENTER	H	G	279	8	N	✓	
2/20/2025	GATEWAY CENTER	I	H	67	8	N	✓	
2/20/2025	YARD HOUSE/ASH	J	K	550	8	N	✓	
2/20/2025	OLIVERPIT/YARD HOUS	L	J	274	8	N	✓	
2/20/2025	OLIVERPIT-TAPS	M	N	398	8	N	✓	
2/20/2025	TAPSALLEY	O	N	147	8	N	✓	
2/20/2025	DATEALLEY/TAPS	O	P	750	8	N	✓	
2/20/2025	DATEALLEY/CHOICE BI	P	Q	694	8	N	✓	
2/25/2025	BREA BLVD/CHOICE BI	R	S	332	8	N	✓	
2/25/2025	BREA BLVD/CHOICE BI	S	T	314	8	N	✓	
2/25/2025	BREA BLVD/ACACIA	40-80	40-09	600	8	N	✓	
2/25/2025	BIRCHPOPLAR	50-23	49-10	350	8	N	✓	
2/25/2025	VALENCIA	41-61	57-00	2451	8	N		
2/25/2025	99 CENT STORE	9-02	9-03	276	8	N	✓	
2/25/2025	CENTRAL/MOBILE HOM	9-01	10-35	82	8	N	✓	POP LID IN MOBILE HOME PARK
2/18/2025	CEDAR CREEK	72-00	72-0A	80	8	N	✓	
2/18/2025	WILCAT WAY/ASSCOCI	72-00	72-01	210	8	Y	✓	
2/18/2025	POINT DR	71-14	71-13	315	8	N	✓	
2/18/2025	ASSOCIATED RD	73-17	72-04	650	8	N	✓	
2/18/2025	REDBAY/BIRCH	74-21A	74-21B	320	8	N	✓	
2/18/2025	REDBAY/BIRCH	74-21A	74-21C	175	8	N	✓	
2/18/2025	REDBAY/BIRCH	74-21A	74-21	100	8	N	✓	
2/18/2025	REDBAY	74-19	74-21	300	8	Y	✓	
2/18/2025	REDBAY	74-21	74-20	180	8	Y	✓	
2/25/2025	OAK PLACE	60-03	60-02	420	8	N	✓	
2/20/2025	BREA SUBWAY	46-20	46-08	600			✓	
2/20/2025	BREA SUBWAY	46-20	46-22	550			✓	
2/20/2025	BREA SUBWAY	46-20	46-20A	100			✓	
2/25/2025	FOUNDER/HURTS	A	B	225	8	Y	✓	
2/25/2025	CENTRAL	22-19	22-20	270	8	N	✓	
2/25/2025	CENTRAL	22-18	22-19	200	8	Y	✓	
2/25/2025	SAN JUAN	7-07	7-03	288	8	N	✓	
2/25/2025	GOOD WILL ALLEY	39-17	C.O	183	8		✓	
2/25/2025	GOOD WILL ALLEY	39-16	39-17	310	8		✓	
2/25/2025	GOOD WILL ALLEY	40-39	39-16	36	8		✓	
2/25/2025	WHITTIER EXT/HAVENH	7-03	7-01	418	8	Y	✓	
2/25/2025	WHITTIER EXT	6-17	7-04	320	8	Y	✓	
2/25/2025	FERN AVE	27-15	C/O	410	8	Y	✓	
2/25/2025	OCFC/MERCURY	37-17	37-10	110	8	Y	✓	
2/25/2025	OCFC/MERCURY	37-17	37-22	700	8	N	✓	
2/25/2025	WALNUT/CITY HALL PA	A	B	650	8	N	✓	
2/25/2025	CITY HALL RESTROOM	A	C	80	8	N	✓	
2/20/2025	DATE/CONDOS	38-14	38-16	500	8	Y	✓	
2/20/2025	DATE/HORSE PROPERT	38-13	38-12	250	8	N	✓	
2/20/2025	OCFC/AROVISTA PARK	38-10	C/O	175	8	N	✓	
2/20/2025	VALENCIA ST	39-14	27-30	150	8	N	✓	
2/20/2025	VALENCIA GOLF COUR	39-14	27-30	450	8	N	✓	
2/20/2025	RANDOLPH/WILLOW	49-53	49-54	110	8	Y	✓	DROP CONNECTION
2/20/2025	RANDOLPH/WILLOW	49-54	49-55	550	8	Y	✓	
2/20/2025	RANDOLPH/WILLOW	49-55	60-01	275	8	Y		
2/25/2025	MAGNOLIA/ELM ST	39-31	39-32	150	8	N		
2/25/2025	LAUREL/ELM ST	52-49	51-13	300	8	Y		
2/25/2025	CHERRY/ELM ST	52-08	52-53	250	8	N		
2/25/2025	CHERRY EASEMENT	52-07	57-08	50	8	N		
2/25/2025	CHERRY EASEMENT	52-06	52-07	50	8	N		
2/25/2025	RANDOLPH/URBAN TIE	51-29	51-30	350	8	N	✓	
2/25/2025	MADISON CT/BCC	50-17	50-18	150	8	N	✓	CHECK GRASS AREA ROOTS
	CARBON CANYON	166-31	166-32	300	8	N		
2/20/2025	SIEVER	38-18A	38-18	300	8	Y	✓	
2/18/2025	MOONSTONE	12-6	12-5A	308	8	Y	✓	
2/18/2025	MOONSTONE	12-5A	12-5	260	8	Y	✓	
2/18/2025	MOONSTONE	12-7	12-6	55	8	Y	✓	
			SUM:	24437				

SHADOW WORK SEWER HOT SPOT/MAINTENANCE

Jetter: Adrian Padilla Driver: Brian Raugel Date: 3/20/2025

Date Cleaned	Location	From Manhole #	To Manhole #	Footage Measure (ft)	Size	Lined Y/N	Jet	Condition of Manhole
3/18/2025	LAMBERT RD/CABO	48-03	48-04	350	8	Y/N		
3/18/2025	MADRONA ALLEY	36-40	48-01	390	8	Y		
3/18/2025	MADRONA ALLEY	36-39	36-40	310	8	Y		
3/18/2025	MADRONA ALLEY	36-39	36-35	375	8	N		
3/18/2025	BIRCH/DT MADRONA	A	B	337	8	N		
3/18/2025	BIRCH/WALNUT-MADR	C	A	380	8	N		
3/18/2025	WALNUT-ASH	C	D	610	8	N		
3/18/2025	BIRCH-BREA BLVD	D	F	310	8	N		
3/18/2025	GATEWAY CENTER	G	F	212	8	N		
3/18/2025	GATEWAY CENTER	H	G	279	8	N		
3/18/2025	GATEWAY CENTER	I	H	67	8	N		
3/18/2025	YARD HOUSE/ASH	J	K	550	8	N		
3/18/2025	OLIVERPIT/YARD HOUS	L	J	274	8	N		
3/18/2025	OLIVERPIT-TAPS	M	N	398	8	N		
3/18/2025	TAPSALLEY	O	N	147	8	N		
3/18/2025	DATEALLEY/TAPS	O	P	750	8	N		
3/18/2025	DATEALLEY/CHOICE BL	P	Q	694	8	N		
3/18/2025	BREA BLVD/CHOICE BL	R	S	332	8	N		
3/18/2025	BREA BLVD/CHOICE BL	S	T	314	8	N		
3/18/2025	BREA BLVD/ACACIA	40-80	40-09	600	8	N		
3/18/2025	BIRCHPOPLAR	50-23	49-10	350	8	N		
3/19/2025	VALENCIA	41-61	57-00	2451	8	N		
3/18/2025	99 CENT STORE	9-02	9-03	276	8	N		
3/18/2025	CENTRAL/MOBILE HOM	9-01	10-35	82	8	N		POP LID IN MOBILE HOME PARK
3/17/2025	CEDAR CREEK	72-00	72-0A	80	8	N		
3/17/2025	WILCAT WAY/ASSCOCI	72-00	72-01	210	8	Y		
3/17/2025	POINT DR	71-14	71-13	315	8	N		
3/17/2025	ASSOCIATED RD	73-17	72-04	650	8	N		
3/17/2025	REDBAY/BIRCH	74-21A	74-21B	320	8	N		
3/17/2025	REDBAY/BIRCH	74-21A	74-21C	175	8	N		
3/17/2025	REDBAY/BIRCH	74-21A	74-21	100	8	N		
3/17/2025	REDBAY	74-19	74-21	300	8	Y		
3/17/2025	REDBAY	74-21	74-20	180	8	Y		
3/17/2025	OAK PLACE	60-03	60-02	420	8	N		
3/17/2025	BREA SUBWAY	46-20	46-08	600				
3/17/2025	BREA SUBWAY	46-20	46-22	550				
3/17/2025	BREA SUBWAY	46-20	46-20A	100				
3/17/2025	FOUNDER/HURTS	A	B	225	8	Y		
3/17/2025	CENTRAL	22-19	22-20	270	8	N		
3/17/2025	CENTRAL	22-18	22-19	200	8	Y		
3/17/2025	SAN JUAN	7-07	7-03	288	8	N		
3/17/2025	GOOD WILL ALLEY	39-17	C.O	183	8			
3/17/2025	GOOD WILL ALLEY	39-16	39-17	310	8			
3/17/2025	GOOD WILL ALLEY	40-39	39-16	36	8			
3/17/2025	WHITTIER EXT/HAVENH	7-03	7-01	418	8	Y		
3/17/2025	WHITTIER EXT	6-17	7-04	320	8	Y		
3/20/2025	FERN AVE	27-15	C/O	410	8	Y		
3/20/2025	OCFC/MERCURY	37-17	37-10	110	8	Y		
3/20/2025	OCFC/MERCURY	37-17	37-22	700	8	N		
3/18/2025	WALNUT/CITY HALL PAI	A	B	650	8	N		
3/18/2025	CITY HALL RESTROOM	A	C	80	8	N		
3/20/2025	DATE/CONDOS	38-14	38-16	500	8	Y		
3/18/2025	DATE/HORSE PROPERT	38-13	38-12	250	8	N		
3/18/2025	OCFC/AROVISTA PARK	38-10	C/O	175	8	N		
3/18/2025	VALENCIA ST	39-14	27-30	150	8	N		
3/18/2025	VALENCIA GOLF COURS	39-14	27-30	450	8	N		
3/20/2025	RANDOLPH/WILLOW	49-53	49-54	110	8	Y		DROP CONNECTION
3/20/2025	RANDOLPH/WILLOW	49-54	49-55	550	8	Y		
3/20/2025	RANDOLPH/WILLOW	49-55	60-01	275	8	Y		
3/20/2025	MAGNOLIA/ELM ST	39-31	39-32	150	8	N		
3/20/2025	LAUREL/ELM ST	52-49	51-13	300	8	Y		
3/20/2025	CHERRY/ELM ST	52-08	52-53	250	8	N		
3/20/2025	CHERRY EASEMENT	52-07	57-08	50	8	N		
3/20/2025	CHERRY EASEMENT	52-06	52-07	50	8	N		
3/20/2025	RANDOLPH/URBAN TIE	51-29	51-30	350	8	N		
3/18/2025	MADISON CT/BCC	50-17	50-18	150	8	N		CHECK GRASS AREA ROOTS
3/20/2025	CARBON CANYON	166-31	166-32	300	8	N		
3/18/2025	SIEVER	38-18A	38-18	300	8	Y		
3/17/2025	MOONSTONE	12-6	12-5A	308	8	Y		
3/17/2025	MOONSTONE	12-5A	12-5	260	8	Y		
3/17/2025	MOONSTONE	12-7	12-6	55	8	Y		
2/18/2025	MOONSTONE	12-7	12-6	55	8	Y	✓	
			SUM:	24076				

SHADOW WORK SEWER HOT SPOT/MAINTENANCE

Jetter: 207 Driver: 205 Date: 4/16/2025

Date Cleaned	Location	From Manhole #	To Manhole #	Footage Measure (ft)	Size	Lined Y/N	Jet	Condition of Manhole
4/15/2025	LAMBERT RD/CABO	48-03	48-04	350	8	Y/N		
4/15/2025	MADRONA ALLEY	36-40	48-01	390	8	Y	✓	
4/15/2025	MADRONA ALLEY	36-39	36-40	310	8	Y	✓	
4/15/2025	MADRONA ALLEY	36-39	36-35	375	8	N	✓	
4/15/2025	BIRCH/DT MADRONA	A	B	337	8	N	✓	
4/15/2025	BIRCH/WALNUT-MADR	C	A	380	8	N	✓	
4/15/2025	WALNUT-ASH	C	D	610	8	N	✓	
4/15/2025	BIRCH-BREA BLVD	D	F	310	8	N	✓	
4/15/2025	GATEWAY CENTER	G	F	212	8	N	✓	
4/15/2025	GATEWAY CENTER	H	G	279	8	N	✓	
4/15/2025	GATEWAY CENTER	I	H	67	8	N	✓	
4/15/2025	YARD HOUSE/ASH	J	K	550	8	N	✓	
4/15/2025	OLIVERPIT/YARD HOUS	L	J	274	8	N	✓	
4/15/2025	OLIVERPIT-TAPS	M	N	398	8	N	✓	
4/15/2025	TAPSALLEY	O	N	147	8	N	✓	
4/15/2025	DATEALLEY/TAPS	O	P	750	8	N	✓	
4/15/2025	DATEALLEY/CHOICE BL	P	Q	694	8	N	✓	
4/15/2025	BREA BLVD/CHOICE BL	R	S	332	8	N	✓	
4/15/2025	BREA BLVD/CHOICE BL	S	T	314	8	N	✓	
4/15/2025	BREA BLVD/ACACIA	40-80	40-09	600	8	N	✓	
	BIRCHPOPLAR	50-23	49-10	350	8	N		
	VALENCIA	41-61	57-00	2451	8	N		
4/15/2025	99 CENT STORE	9-02	9-03	276	8	N	✓	
4/15/2025	CENTRAL/MOBILE HOM	9-01	10-35	82	8	N	✓	POP LID IN MOBILE HOME PARK
4/14/2025	CEDAR CREEK	72-00	72-0A	80	8	N	✓	
4/14/2025	WILCAT WAY/ASSCOCI	72-00	72-01	210	8	Y	✓	
4/14/2025	POINT DR	71-14	71-13	315	8	N	✓	
4/14/2025	ASSOCIATED RD	73-17	72-04	650	8	N	✓	
4/14/2025	REDBAY/BIRCH	74-21A	74-21B	320	8	N	✓	
4/14/2025	REDBAY/BIRCH	74-21A	74-21C	175	8	N	✓	
4/14/2025	REDBAY/BIRCH	74-21A	74-21	100	8	N	✓	
4/14/2025	REDBAY	74-19	74-21	300	8	Y	✓	
4/14/2025	REDBAY	74-21	74-20	180	8	Y	✓	
4/16/2025	OAK PLACE	60-03	60-02	420	8	N		
4/14/2025	BREA SUBWAY	46-20	46-08	600			✓	
4/14/2025	BREA SUBWAY	46-20	46-22	550			✓	
4/14/2025	BREA SUBWAY	46-20	46-20A	100			✓	
4/14/2025	FOUNDER/HURTS	A	B	225	8	Y	✓	
4/15/2025	CENTRAL	22-19	22-20	270	8	N	✓	
4/15/2025	CENTRAL	22-18	22-19	200	8	Y	✓	
4/14/2025	SAN JUAN	7-07	7-03	288	8	N	✓	
4/16/2025	GOOD WILL ALLEY	39-17	C.O	183	8			
4/16/2025	GOOD WILL ALLEY	39-16	39-17	310	8			
4/16/2025	GOOD WILL ALLEY	40-39	39-16	36	8			
4/14/2025	WHITTIER EXT/HAVENH	7-03	7-01	418	8	Y	✓	
4/14/2025	WHITTIER EXT	6-17	7-04	320	8	Y	✓	
4/14/2025	FERN AVE	27-15	C/O	410	8	Y	✓	
4/16/2025	OCFC/MERCURY	37-17	37-10	110	8	Y	✓	
4/16/2025	OCFC/MERCURY	37-17	37-22	700	8	N	✓	
4/16/2025	WALNUT/CITY HALL PA	A	B	650	8	N	✓	
4/16/2025	CITY HALL RESTROOM	A	C	80	8	N	✓	
4/16/2025	DATE/CONDOS	38-14	38-16	500	8	Y		
4/15/2025	DATE/HORSE PROPERT	38-13	38-12	250	8	N	✓	
4/15/2025	OCFC/AROVISTA PARK	38-10	C/O	175	8	N	✓	
4/16/2025	VALENCIA ST	39-14	27-30	150	8	N	✓	
4/16/2025	VALENCIA GOLF COUR	39-14	27-30	450	8	N	✓	
4/16/2025	RANDOLPH/WILLOW	49-53	49-54	110	8	Y		
4/16/2025	RANDOLPH/WILLOW	49-54	49-55	550	8	Y		DROP CONNECTION
4/16/2025	RANDOLPH/WILLOW	49-55	60-01	275	8	Y		
4/16/2025	MAGNOLIA/ELM ST	39-31	39-32	150	8	N		
4/16/2025	LAUREL/ELM ST	52-49	51-13	300	8	Y		
4/16/2025	CHERRY/ELM ST	52-08	52-53	250	8	N		
4/16/2025	CHERRY EASEMENT	52-07	57-08	50	8	N		
4/16/2025	CHERRY EASEMENT	52-06	52-07	50	8	N		
4/16/2025	RANDOLPH/URBAN TIE	51-29	51-30	350	8	N		
4/16/2025	MADISON CT/BCC	50-17	50-18	150	8	N		CHECK GRASS AREA ROOTS
4/16/2025	CARBON CANYON	166-31	166-32	300	8	N		
4/14/2025	SIEVER	38-18A	38-18	300	8	Y	✓	
4/14/2025	MOONSTONE	12-6	12-5A	308	8	Y	✓	
4/14/2025	MOONSTONE	12-5A	12-5	260	8	Y	✓	
4/14/2025	MOONSTONE	12-7	12-6	55	8	Y	✓	
			SUM:	24021				

City of Brea - Public Works
Training Log - 2020

City of Brea Sewer System Management Plan Sewer/Storm Drain Staff Training Log																																	
Employee	Total Trainings Completed / Crew Member	2020 Training / Drill Type																															
		AED		Blood Borne Pathogens		CCTV w/ CUES		Confined Space Entry (Annual)		CPR		Defensive Driving		Gas Detection		General Safety		Hazardous Materials		Hazwoper		Lockout / Tagout (Annual)		NASSCO		SARBS-CWEA		SERP (Annual)		Spill Volume Estimation		SSMP		Traffic Control	
		Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed
Brian Rangel	0		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐
Cedric Owens	0		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐
Jacob Decono	0		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐
Matthew Matlock	0		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐
Brian Ingallinera	0		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐
Adrian Padilla	0		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐
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Total Trainings Completed	0		0		0		0		0		0		0		0		0		0		0		0		0		0		0		0		0		0

City of Brea - Public Works
Training Log - 2021

City of Brea Sewer System Management Plan Sewer/Storm Drain Staff Training Log																																			
Employee	Total Trainings Completed / Crew Member	2021 Training / Drill Type																																	
		AED		Blood Borne Pathogens		CCTV w/ CUES		Confined Space Entry (Annual)		CPR		Defensive Driving		Gas Detection		General Safety		Hazardous Materials		Hazwoper		Lockout / Tagout (Annual)		NASSCO		SARBS-CWEA		SERP (Annual)		Spill Volume Estimation		SSMP		Traffic Control	
		Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed
Brian Rangel	1		☐		☑		☐		☐		☐		☐		☐		☐		☐		☑		☐		☐		☐		☐		☐		☐		☐
Cedric Owens	1		☐		☑		☐		☐		☐		☐		☐		☐		☐		☑		☐		☐		☐		☐		☐		☐		☐
Jacob Decono	1		☐		☑		☐		☐		☐		☐		☐		☐		☐		☑		☐		☐		☐		☐		☐		☐		☐
Matthew Matlock	0		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐
Brian Ingallinera	0		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐
Adrian Padilla	0		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐
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Total Trainings Completed	6		0		3		0		0		0		0		0		0		0		3		0		0		0		0		0		0		0

City of Brea - Public Works
Training Log - 2022

City of Brea Sewer System Management Plan Sewer/Storm Drain Staff Training Log																																			
Employee	Total Trainings Completed / Crew Member	2022 Training / Drill Type																																	
		AED		Blood Borne Pathogens		CCTV w/ CUES		Confined Space Entry (Annual)		CPR		Defensive Driving		Gas Detection		General Safety		Hazardous Materials		Hazwoper		Lockout / Tagout (Annual)		NASSCO		SARBS-CWEA		SERP (Annual)		Spill Volume Estimation		SSMP		Traffic Control	
		Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed
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Total Trainings Completed	6		0		3		0		0		0		0		0		0		0		3		0		0		0		0		0		0		0

City of Brea - Public Works
Training Log - 2023

City of Brea Sewer System Management Plan Sewer/Storm Drain Staff Training Log

Employee	Total Trainings Completed / Crew Member	2023 Training / Drill Type																													
		AED		Blood Borne Pathogens		CCTV w/ CUES		Confined Space Entry (Annual)		CPR		Defensive Driving		Gas Detection		General Safety		Hazardous Materials		Hazwoper		Lockout / Tagout (Annual)		NASSCO		SARBS-CWEA		SERP (Annual)		Spill Volume Estimation		SSMP		Traffic Control	
		Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed
Brian Rangel	7		☑		☑	Jun-23	☑	Oct-23	☑		☑	Mar-23	☑		☐		☐		☑		☐		☐	Sep-23	☑		☐		☐		☐		☐	Dec-23	☑
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Jacob Decono	5		☑		☑		☐	Oct-23	☑		☑	Mar-23	☑		☐		☐		☑		☐		☐		☐		☐		☐		☐		☐	Dec-23	☑
Matthew Matlock	0		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐
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Total Trainings Completed	18		2		3		1		2		2		2		0		0		3		0		0		1		0		0		0		0		2

City of Brea - Public Works
Training Log - 2024

City of Brea Sewer System Management Plan Sewer/Storm Drain Staff Training Log																																			
Employee	Total Trainings Completed / Crew Member	2024 Training / Drill Type																																	
		AED		Blood Borne Pathogens		CCTV w/ CUES		Confined Space Entry (Annual)		CPR		Defensive Driving		Gas Detection		General Safety		Hazardous Materials		Hazwoper		Lockout / Tagout (Annual)		NASSCO		SARBS-CWEA		SERP (Annual)		Spill Volume Estimation		SSMP		Traffic Control	
		Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed
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Jacob Decono	2		☐		☑		☐		☐		☐		☐		☐		☐		☐		☑		☐	Sep-23	☑		☐		☐		☐		☐		☐
Matthew Matlock	0		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐		☐
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City of Brea - Public Works
Training Log - 2025

City of Brea Sewer System Management Plan Sewer/Storm Drain Staff Training Log

Employee	Total Trainings Completed / Crew Member	2025 Training / Drill Type																																					
		AED		Blood Borne Pathogens		CCTV w/ CUES		Confined Space Entry (Annual)		CPR		Defensive Driving		Gas Detection		General Safety		Hazardous Materials		Hazwoper		Lockout / Tagout (Annual)		NASSCO		SARBS-CWEA		SERP (Annual)		Spill Volume Estimation		SSMP		Traffic Control		Out of Office Training					
		Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Date	Completed	Subject	By	Location	Date	Contact Hours	Completed
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Total Trainings Completed	5		0		0		0		0		0		0		0		0		0		0		0		0		5		0		0		0		0						1

City of Brea - Public Works
Wastewater Equipment Inventory

City of Brea Sewer System Management Plan Sewer/Storm Drain Critical Part and Equipment Inventory							
Description	**Manufacturer**	**Model No.**	**ID No.**	**Serial Number**	**Purchase Date**	**Quantity**	**Notes**
Critical Parts							
Jetter Equipment							
Jetter Hose						2	
Stoppage Nozzles						4	
Lid Opener						5	
Leader Hose						5	
Rodding Equipment							
3/8" Rod						2	
Fine Root Blades						8	
Rod Wrench						12	
By-Pass Parts							
Equipment							
Gravel Bags							
Polyethylene Sheets							
Absorbent							
800' Reel hose					2021-2024	1	Replaced 4 times from 2021-2024
Cleaning Heads					2021-2024		Rebuild done every year from 2021-2024. Purchased 2 times per year from 2021-2024
Sewer lid pullers					2021 - 2024		Replaced 3 times from 2021-2024
Grab Baskets and Poles					2021 - 2024		Replaced 3 times from 2021-2024
Gas Generator (CCTV)					2024	1	Purchased in 2024
WinCan Software					2024	NA	Updated Software in 2024
Safety Equipment							
Blowers							
Traffic Cones							
Tripods							
Arrow Boards							
Harness							
Light Towers							
Gas Detectors							
Caution Tape							
Crowd Control Barricades							
Flashlights							
Vehicles							
Vactor Truck							
CCTV Truck							

City of Brea - Public Works
Equipment Vendors

City of Brea Sewer System Management Plan Sewer/Storm Drain Staff Vendors List							
Vendor	**Current Contract Number**	**Contract Expiration Date**	**Contact Name**	**Contact Email**	**Contact Phone Number**	**Vendor Address**	**Notes**
Performance Pipeline					(714) 456-7089		
Jameson Construction					(714) 620-5048		
United Plumbing					(626) 961-9326		
Doty Brothers						11232 Firestone Blvd, Norwalk, CA 90650	
Dorrich Construction							
IES Construction					(951) 515-0233		
C Wells Pipeline Materials					(951) 272-2600	1696 Commerce St, Corona, CA 92880	
Win Water					(909) 769-7128		

Appendix E: Sewer Emergency Response Plan

CITY OF BREA

SPILL EMERGENCY RESPONSE PLAN 2024

Submitted to

City of Brea
1 Civic Center Circle, Brea, California 92821

Submitted by

AKM Consulting Engineers
553 Wald, Irvine, California 92618
(949) 753-7333

June 2024



Date of Signing 6/12/24



Date of Signing: 6/12/24

CITY OF BREA
SPILL EMERGENCY RESPONSE PLAN

Certification

This Spill Emergency Response Plan (SERP) has been prepared to provide the City of Brea with the tools and procedures for responding to spills efficiently and effectively to protect public health and the environment.

I certify under penalty of law that this document and all attachments were prepared under my direct supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted.

Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

_____ _____

Rudy Correa
Water Distribution Superintendent
City of Brea

Date

Adjustments to the Spill Emergency Response procedures and/or report will be tracked in the Change Log

Spill Emergency Response Plan Change Log

Date	Report Section	Action Item	Status

Date	Report Section	Action Item	Status

Date	Report Section	Action Item	Status

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SECTION 1
AUTHORITY

The authority and responsibility for a sanitary sewer Spill Emergency Response Plan (SERP) are contained in the following five (5) documents:

1-1 Clean Water Act

Section 301 of the Clean Water Act prohibits discharges of any wastewater to the waters of the United States.

1-2 California Water Code

Sections 13260 and 13376 of the California Water Code prohibits discharges of any wastewater to surface waters of the State.

1-3 State Water Resources Control Board, Order WQ 2022-0103-DWQ, Statewide Waste Discharge General Order for Sanitary Sewer Systems

On December 6, 2022, the State Water Resources Control Board (SWRCB) adopted Order WQ 2022-0103-DWQ (Order). This Order supersedes the previous Order WQ 2006-003-DWQ and Order WQ 2013-0058-EXEC.

Order WQ 2022-0103-DWQ includes the following prohibitions:

- *Any discharge from a sanitary sewer system that has the potential to discharge to surface waters of the State is prohibited unless it is promptly cleaned up and reported as required in this General Order.*
- *Any discharge from a sanitary sewer system, discharged directly or indirectly through a drainage conveyance system or other route, to waters of the State is prohibited.*
- *Any discharge from a sanitary sewer system that creates a nuisance or condition of pollution as defined in Water Code Section 13050(m) is prohibited.*

SWRCB Order WQ 2022-0103-DWQ becomes effective on June 5, 2023. The following is stated in Section 5.12 of the Order:

"For Existing Enrollees (with regulatory coverage under Order 2006-0003-DWQ):

> ***Within six (6) months of the Adoption Date of this General Order**, the Enrollee shall update and implement its Spill Emergency Response Plan, per Attachment D, Section 6 (Spill Emergency Response Plan) of this General Order*
>
> *The Enrollee shall certify, in its Annual Report, that its Spill Emergency Response Plan is up to date.*
>
> *The Spill Emergency Response Plan shall include measures to protect public health and the environment. The Enrollee shall respond to spills from its system(s) in a timely manner that minimizes water quality impacts and nuisance by:*
>
> - *Immediately stopping the spill and preventing/minimizing a discharge to waters of the State;*
> - *Intercepting sewage flows to prevent/minimize spill volume discharged into waters of the State;*
> - *Thoroughly recovering, cleaning up and disposing of sewage and wash down water; and*
> - *Cleaning publicly accessible areas while preventing toxic discharges to waters of the State."*

Based on the aforementioned, the City must update and implement its Spill Emergency Response Plan by June 5, 2023.

1-3.1 Legally Responsible Officials

Per Section 5 of Order WQ 2022-0103-DWQ, the City must designate a Legally Responsible Official (LRO) that can verify that the City complies with all requirements of the order. The LRO is defined by the Order as follows:

> *The Legally Responsible Official is an official representative, designated by the Enrollee, with authority to sign and certify submitted information and documents required by this General Order.*
>
> *The Legally Responsible Official must:*
>
> 1. *Have responsibility over management of the Enrollee's entire sanitary system, and*
> 2. *Be authorized to make managerial decisions that govern the operation of the sanitary sewer system, including, having the explicit or implicit duty of making major capital improvement recommendations to ensure long-term environmental compliance.*
> 3. *Have or have direct authority over individuals that:*
>   - *Possess a recognized degree or certificate related to operations and maintenance of sanitary sewer systems, and/or*
>   - *Have professional training and experience related to the management of sanitary sewer systems, demonstrated through extensive knowledge, training, and experience.*

The Order requires that the LRO be responsible for the following:

1. Completing the "User Registration" form,
2. Certify and upload the Sewer System Management Plan and updates on the California Integrated Water Quality System (CIWQS) Sanitary Sewer System Database,
3. Submit audit reports on the CIWQS Sanitary Sewer System Database
4. Submit the "Electronic Sanitary Sewer System Service Area Boundary Map", on the CIWQS Sanitary Sewer System Database.
5. Certifying the necessary spill reports on the CIWQS Sanitary Sewer System Database

The City has identified the following individuals as Legally Responsible Official:

1. Water Distribution Superintendent

1-3.2 Data Submitters

Per Section 5 of Order WQ 2022-0103-DWQ, the LROs may designate one or more individuals as Data Submitter(s) for reporting spill data. A Data Submitter is defined by the Order as follows:

> *A Data Submitter is an individual designated and authorized by the Enrollee's Legally Responsible Official to enter spill data into the online CIWQS Sanitary Sewer System Database. A Data Submitter <u>does not</u> have the authority of a Legally Responsible Official to certify reporting entered into the online CIWQS Sanitary Sewer System Database.*

The City has identified the following individuals as Data Submitters

1. Water Distribution Supervisor

1-4 City of Brea Municipal Code Chapter 13.00, Sewers

The following sections of the City's municipal code relate to prohibited discharges:

Section 13.00.240, Prohibitions and Limitations on Discharges, states:

> "*No person shall discharge or allow to be discharged wastewaters directly or indirectly into city sewer facilities that cause or are capable of causing, either alone or by interaction with other substances, interference with the operation of city sewers"*
>
> Prohibited discharges are listed within this section of the Municipal Code. For example:
>
> 1. Pollutants that violate any federal, State, or local regulatory requirements
> 2. Pollutants that would cause the City to violate any federal, state, or local regulatory permits
> 3. Causes obstruction of flow in the sewer system or damage sewerage facilities
> 4. Produces noxious or malodorous wastewater which creates nuisance or a hazard to life or prevents entry into sewers
> 5. Results in toxic gases, vapors, or fumes
> 6. Contains radioactive wastes or isotopes
> 7. Causes OCSD's treatment plant effluent to fail a toxicity test
> 8. Causes OCSD's effluent or any other product of the treatment processes to be unsuitable
> 9. Causes discoloration or any other condition that affects the quality of OCSD's influent or effluent
> 10. Creates excessive foaming
> 11. Violates any federal pretreatment standard, statute, regulation or ordinance
> 12. Has a pH less than 6 or greater than 12
> 13. Has a maximum biochemical oxygen demand greater than 15,000 lbs/day
> 14. Exceeds permitted mass emission rates
> 15. Contains material which will readily settle
> 16. Contains wax, grease, or oil of mineral origin in concentrations more tan 100 mg/l
> 17. Contains garbage that has not been ground or comminuted
> 18. Contains slug load concentrations of pollutants
> 19. Contains organic phosphorus compounds
> 20. Contains waste not in compliance with national Categorical pretreatment standards

1-5 National Pollutant Discharge Elimination System (NPDES)

In California, the NPDES Permit program is regulated by the nine (9) Regional Water Quality Control Boards (RWQCB) to regulate the discharge of pollutants into the waters of the United States. The City of Brea operates under the Santa Ana RWQCB Order # R8-2009-0030, NPDES No. CAS618030, as amended by Order No. R8-2010-0062 (and subsequent permit renewals),*Waste Discharge Requirements for The County of Orange, Orange County Flood Control District and The Incorporated Cities of Orange County within the Santa Ana Region Areawide Urban Storm Water Runoff Orange County*.

SECTION 2
OVERVIEW

2-1 Background

The City of Brea provides sewer collection service to the entire area within its corporate boundaries, as well as to portions of unincorporated Orange County. The existing service area consists of approximately 7,952 acres (12.4 sq miles). The service area resident population of about 46,000. The sewer system service area consists of eleven major sewersheds in which City sewers convey sewage generally south and/or west to an Orange County Sanitation District (OCSD) trunk sewer or adjacent agency sewer systems. The primary elements of the sewer system are as follows:

- 708,750 feet (135 miles) of gravity sewers ranging in size from 4-inches to 27- inches
- 2,704 feet (0.5 miles) of forcemain ranging in size from 4-inches to 10-inches
- 3 pump stations
- 3,400 manholes

An overview of the City's sewer collection system is shown on Figure 2-1. Maps of the City's sewer system overlaid with the local drainage conveyance systems are shown on Appendix A-1 and Appendix A-2.

2-2 Previous Spill Response Plans

2-2.1 Sanitary Sewer Overflow Emergency Response Plan (2016)

A Sewer Overflow Emergency Response Plan is included in Chapter 6 of the City's 2016 Sewer System Management Plan (SSMP). This section includes a description of the following:

- Incoming Calls and Response
- Regulatory Agencies Notification and Timeframe
- Sewer Overflow Equipment
- Outside Support to City
- Monitoring
- Reporting
- Public Education
- Sewer Lift Station Alarms

Appendix J of the SSMP document describes the Overflow Emergency Response Procedures. This gives a detailed description of the following:

- Response Time
- Sewer Overflow Assessment
- Sewer Overflow Containment
- Sewer Overflow Corrective Action
- Clean-Up
- Containment on Private Property
- Post Response Activities

Los Angeles County
Los Angeles County
San Bernardino County
City of La Habra
Brea Sphere of Influence
Central Ave
Sewershed 1 (Imperial)
Central Ave
Sewershed 2 (Fullerton)
Berry St
Brea Blvd
Sewershed 6 (Associated)
Broadrock Renewable Energy
Breitburn Energy
Sewershed 10 (Carbon Canyon)
Lambert Rd
Puente St
Sewershed 5 (Rolling Hills)
SR-57
Lambert Rd
Thompson Energy
Lambert Rd
Carbon Canyon Rd
Brea Sphere of Influence
Berry St
Siphon S-1
Sewershed 8 (Kraemer)
Birch St
Birch St
Imperial Hwy
OCSD Imperial Relief Interceptor/ Miller Holder Trunk
Siphon S-2
Kraemer Blvd
Valencia Ave
Rose Dr
City of Fullerton
Puente St
Brea Creek
Brea Creek Lift Station
Briarwood Lift Station
Imperial Hwy
City of Yorba Linda
Brea Blvd
Sewershed 4 (Laurel)
Associated Rd
Placentia Ave
Sewershed 7 (Cypress)
Sewershed 11 (Rose)
La Floresta Lift Station
Sewershed 3 (Brea)
OCSD Cypress Sub-Trunk
Sewershed 9 (Valencia)
OCSD Fullerton Brea Trunk Sewer/ Fullerton Brea Interceptor
City of Placentia
OCSD Rolling Hills Sub-Trunk
OCSD Kraemer Interceptor
OCSD Carbon Canyon Interceptor

Legend

- Brea Lift Stations
- Brea Force mains
- Brea Gravity Sewer
- OCSD Gravity Trunk Sewers
- City of Brea Boundary
- Brea Sphere of Influence
- Brea Siphon Location

N

0 1,500 3,000 Feet

City of BREA

AKM

CITY OF BREA
SPILL EMERGENCY RESPONSE PLAN

PROJECT NO: 1041892

DATE: June 2024

Existing System

Figure 2-1

2-3 Purpose

The purpose of this SERP is primarily to document spill response procedures and assist City staff in the achieving the following:

- Efficient response to reported spills and dispatch of appropriate crews and equipment in a timely manner
- Notification of all appropriate agencies of reported spills in a timely manner
- Containment of sewer spills so they do not reach a surface water
- Elimination of the cause of a sewer spill
- Protection of public and private property
- Sufficient cleanup of the impacted spill area
- Documentation of all spills and response activities
- Ensure appropriate staff is knowledgeable of the SERP procedures and appropriately trained
- Preparation of reports for submittal to regulatory agencies and other interested parties
- Compliance with SWRCB Order No. WQ-2022-0103-DWQ

2-4 Terminology

2-4.1 Overflows and Spills

The previous SWRCB Order WQ 2006-0003-DWQ defined Sanitary Sewer Overflows (SSOs), as "*any overflow, spill, release, discharge or diversion of untreated or partially treated wastewater from a sanitary sewer system*."

SWRCB Order WQ 2022-0103-DWQ defines a spill as, "a *discharge of sewage from any portion of a sanitary sewer system due to a sanitary sewer system overflow, operational failure and/or infrastructure failure*. *Exfiltration of sewage is not considered to be a spill under this General Order if the exfiltrated sewage remains in the subsurface and does not reach a surface water of the State*". For reporting purposes, this document will use the Order WQ 2022-0103-DWQ terminology.

2-4.2 Surface Water

Per discussion with the State Water Resources Control Board (SWRCB), surface waters are defined as follows:

"Surface waters are natural water bodies that include but are not limited to: oceans, rivers, streams, lakes, vernal pools, wetlands, and estuaries.

- *If the natural water body or portions of it was rerouted or channelized (includes things like underground pipes, box culverts, concrete channels), it is still considered a surface water*
- *If the water body is manmade and retains water (i.e. golf course pond, home owner association lake), it is not a natural water body; and therefore, not a surface water*
- *Groundwater is not a surface water"*

Orange County Flood Control District's (OCFCD) channels, creeks, and/or basins are considered surface waters; this includes both concrete-lined channels as well as earthen bottom channels.

2-4.3 Drainage Conveyance System

Per Attachment A of the Order WQ 2022-0103-DWQ, a drainage conveyance system is defined as follows:

> *"A drainage conveyance system is a publicly-or privately owned separate storm sewer system, including but not limited to drainage canals, channels, pipelines, pump stations, detention basins, infiltration basins/facilities, or other facilities constructed to transport stormwater and non-stormwater flows."*

2-4.4 Waters of the State

Per Attachment A of the Order WQ 2022-0103-DWQ, waters of the State is defined as follows

> *"Surface water or groundwater within boundaries of the state as defined in Water Code section 13050(e), in which the State and Regional Water Boards have authority to protect beneficial uses. Waters of the State include, but are not limited to groundwater aquifers, surface waters, saline waters, natural washes and pools, wetlands, sloughs, and estuaries, regardless of flow or whether water exists during dry conditions. Waters of the State include Waters of the United States."*

2-4.5 Receiving Water

Per Attachment A of the Order WQ 2022-0103-DWQ, a receiving water is defined as follows

> *"Waters of the State that receives a discharge of waste*."

2-5 Spill Emergency Response Flow Chart

The detailed Spill Emergency Response Flow Chart is shown on Figure 2-2 and a simplified version is included in Appendix B-1. The flow chart summarizes the steps the City needs to take for initial spill reporting, spill correction, sewage containment and cleanup, and final spill reporting.

2-6 Coordination and Collaborations

To comply with the requirements of Order WQ-2022-0103-DWQ, the City has met with and/or collaborated its spill response procedures with the following agencies:

1. State Water Resourced Control Board (SWRCB)
2. Regional Water Quality Control Board Region 8 (RWQCB)
3. Orange County Flood Control District (OCFCD)
4. Orange County Health Care Agency (OCHCA)
5. Orange County Sanitation District (OCSD)
6. SOCAL WDR Group
7. Clean Water Summit Partners

Documentation of meetings and correspondence with the aforementioned agencies is included in Appendix D.

2-7 Spill Emergency Response Plan Report Sections

The SERP report includes the following sections:

Section 1: Authority
Section 2: Overview
Section 3: Initial Response Procedures
Section 4: Notification Procedures

Section 5: Spill Response Procedures

Section 6: Monitoring and Reporting Procedures

Section 7: Training

2-8 Spill Response and Reporting Documents

This SERP document includes detailed response procedures for all types of spill events. Appendix B contains the pertinent documents needed in the field when responding to a spill and for reporting purposes. The intent is for these documents to be readily available to maintenance staff during a spill event, as a guide, so that appropriate notifications are made and all information needed for reporting is collected.

Appendix B-1 Spill Emergency Response Flowchart

Appendix B-2 Spill Initial Receipt Form

Appendix B-3 Spill Notification and Reporting Requirements

Appendix B-4 Resource Phone List

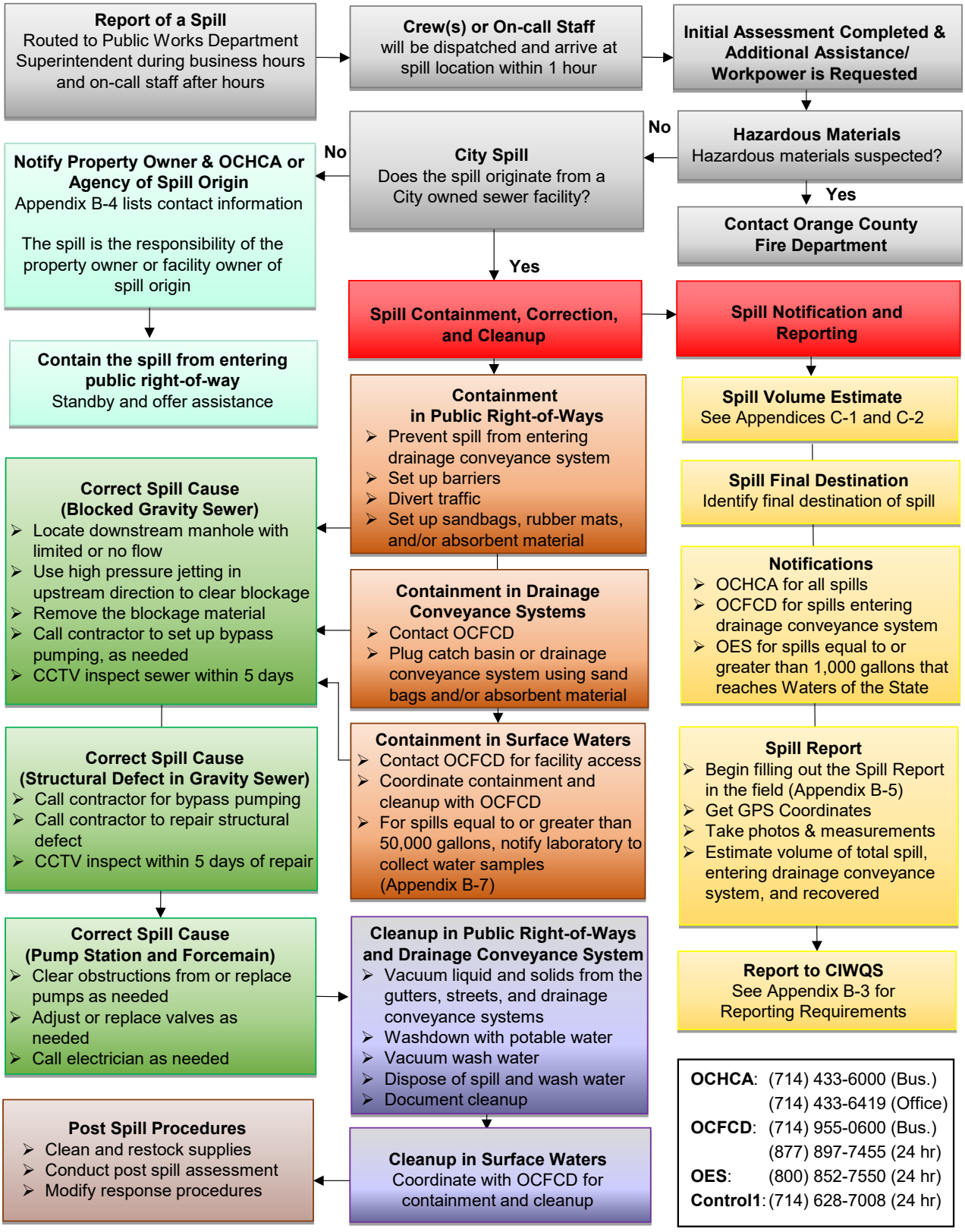
Appendix B-5 Sewer Spill Report

Appendix B-6 Monitoring and Reporting Data by Spill Category Summary

Appendix B-7 Water Sampling Requirements

Figure 2-2

Spill Emergency Response Flowchart



SECTION 3
INITIAL RESPONSE PROCEDURES

3-1 Receipt of Information Regarding Spills

A spill may be detected and reported by City personnel, the public, or by the pump station alarms. The field crew are available to respond to all spills 24 hours a day, seven days a week. Typically spills are reported to the following:

Business Hours - City of Brea Public Works Department **(714) 990-7691**

After Hours - Police Dispatch & Fire Dispatch **(714) 990-7911 or 9–1–1**

During normal working hours, the incoming calls are routed to the Public Works Department at (714) 990-7691. As soon as a spill is reported, staff will fill out the initial receipt form, which is detailed in Appendix B-2.

3-2 Initial Notification to City Staff

The contact information for the City's key staff is included in Table 3-1.

Table 3-1
City Staff Contact Information

Name	Position	Telephone Number
Michael Ho	Public Works Director	714-990-7698
Rudy Correa	Water Distribution Superintendent	714-240-9490
Matt Matlock	Water Distribution Supervisor	714-883-9644
Brian Rangel	Maintenance Services Worker II	562-665-7633
Brian Ingallinera	Environmental Services Coordinator	714-448-4827

3-2.1 Business Hours

During business hours, the dispatcher will contact the Public Works Department to notify them that a spill was reported. The dispatcher will start with the Water Distribution Superintendent and work down the list until someone is notified. Then a supervisor and/or field crew will be dispatched to the site to investigate the spill.

3-2.2 After Hours

After hours, all reports of spills will be directed to Police and Fire Dispatch, which has immediate radio and cell phone access to field crews during normal working hours and after-hours to contact on-call employees in the field or at home. The Police Dispatch Operator contacts the on-call maintenance worker (Sewer Division) when a spill is reported. Fire Department personnel are generally first responders to after-hour calls.

3-3 Initial Notification of Spills and/or Alarms at Lift Stations

The three (3) lift stations have various alarm systems as follows:

1. Brea Creek Golf Course Lift Station has a sonic tranducer level control system (Milltronics Hydroranger), a backup float switch at high level and a high level gravity overflow outlet from the lift station wet well to the gravity sewer. The high level alarm is set at elevation 314.78 feet. The lift station has an automatic dialer to transmit pump seal failure and high level alarm conditions to City staff. The

lift station has an automatic dialer to transmit to the Water Distribution Superintendent and Water Distribution Supervisor. The lift station has a transfer switch for a portable generator to be connected.

In the event of a power outage, a City crew will mobilize and connect a trailer-mounted diesel generator to provide power to run the pumps.

2. Briarwood Lift Station has a Smartcover that will notify Maintenance Service Worker (Sewer Division) and the Water Distribution Supervisor cell phone numbers.
3. La Floresta Lift Station is equipped with an alarm system to send high level warnings to the cell phones of the Water Distribution Superintendent, Water Distribution Supervisor and the on-call Maintenance Service Worker (Sewer Division). The lift station has a generator and an automatic transfer switch.

3-4 Response Time

Whether the notification of a spill occurs during normal business hours or after hours, the City has a target response time of 30 minutes for each reported spill event. In addition, for some locations, the optimal response time is much shorter than this period. The City operates the Briarwood and Brea Creek Lift Stations which are in close proximity to the Brea Canyon Channel. For both of these locations, there is a high probability that a spill event will develop into a Category 1 event due to the close proximity to a drainage channel.

The Brea Creek Lift Station is approximately 500 feet to the east of the Brea Canyon Channel and approximately 18 feet higher in elevation. The Briarwood lift station is located 300 feet to the northwest of the Brea Canyon Channel and is approximately 30 feet higher in elevation. A quick response by City operations staff is needed at both of these locations to ensure that any spill does not enter private property or the drainage channel.

The first responder will evaluate the situation and contact additional City staff and/or contractors to provide the necessary work power and/or equipment to manage the spill response.

3-5 Vehicles and Equipment

The City maintains much of the spill response equipment that it may need in house such as an emergency response vehicle, a combination/vactor truck, traffic control equipment, sewer maintenance tools, containment equipment (i.e. mats, sand bags, absorbent materials, etc.), cleanup equipment, and safety equipment for responding to sewer spills. The emergency response truck is restocked each day as needed. The City maintains several private contractors for equipment such as portable sewer pumps that it does not currently have in house.

This SERP document and spill response forms (included in Appendix B) will be available on maintenance vehicles at all times.

SECTION 4
NOTIFICATION PROCEDURES

Notification to regulatory agencies and local agencies is dependent on the type of spill, the volume of the spill, the origination and end point of the spill, and/or the category of the spill as defined by Order No. WQ 2022-0103-DWQ (Order).

4-1 Spill Categories defined by Order No. WQ 2022-0103-DWQ

The SWRCB spill categories are summarized in Table 4-1.

Table 4-1
Spill Categories

Spill Category[1]	Spill Volume	Discharged to a Surface Water
Category 1 Spill	All Spills	Yes
Category 2 Spill	≥ 1000 Gallons	No
Category 3 Spill	≥ 50 Gallons & < 1,000 gallons	No
Category 4 Spill	<50 Gallons	No

[1] *Private spills are not categorized*

Spill categories are defined in the Order as follows:

Category 1 Spill

A Category 1 spill is a spill of any volume of sewage from or caused by a sanitary sewer system regulated under this General Order that results in a discharge to:

- *A surface water, including a surface water body that contains no flow or volume of water; or*
- *A drainage conveyance system that discharges to surface waters when the sewage is not fully captured and returned to the sanitary sewer system or disposed of properly.*

Any spill volume not recovered from a drainage conveyance system is considered a discharge to surface water, unless the drainage conveyance system discharges to a dedicated stormwater infiltration basin or facility.

A spill from an Enrollee-owned and/or operated lateral that discharges to a surface water is a Category 1 spill; the Enrollee shall report all Category 1 spills per Section 3.1 of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

Category 2 Spill

A Category 2 spill is a spill of 1,000 gallons or greater, from or caused by a sanitary sewer system regulated under this General Order that does not discharge to a surface water.

A spill of 1,000 gallons or greater that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system, is a Category 2 spill.

Category 3 Spill

A Category 3 spill is a spill of equal to or greater than 50 gallons and less than 1,000 gallons, from or caused by a sanitary sewer system regulated under this General Order that does not discharge to a surface water.

A spill of equal to or greater than 50 gallons and less than 1,000 gallons, that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system is a Category 3 spill.

Category 4 Spill

A Category 4 spill is a spill of less than 50 gallons, from or caused by a sanitary sewer system regulated under this General Order that does not discharge to a surface water.

A spill of less than 50 gallons that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system is a Category 4 spill.

Private Spill

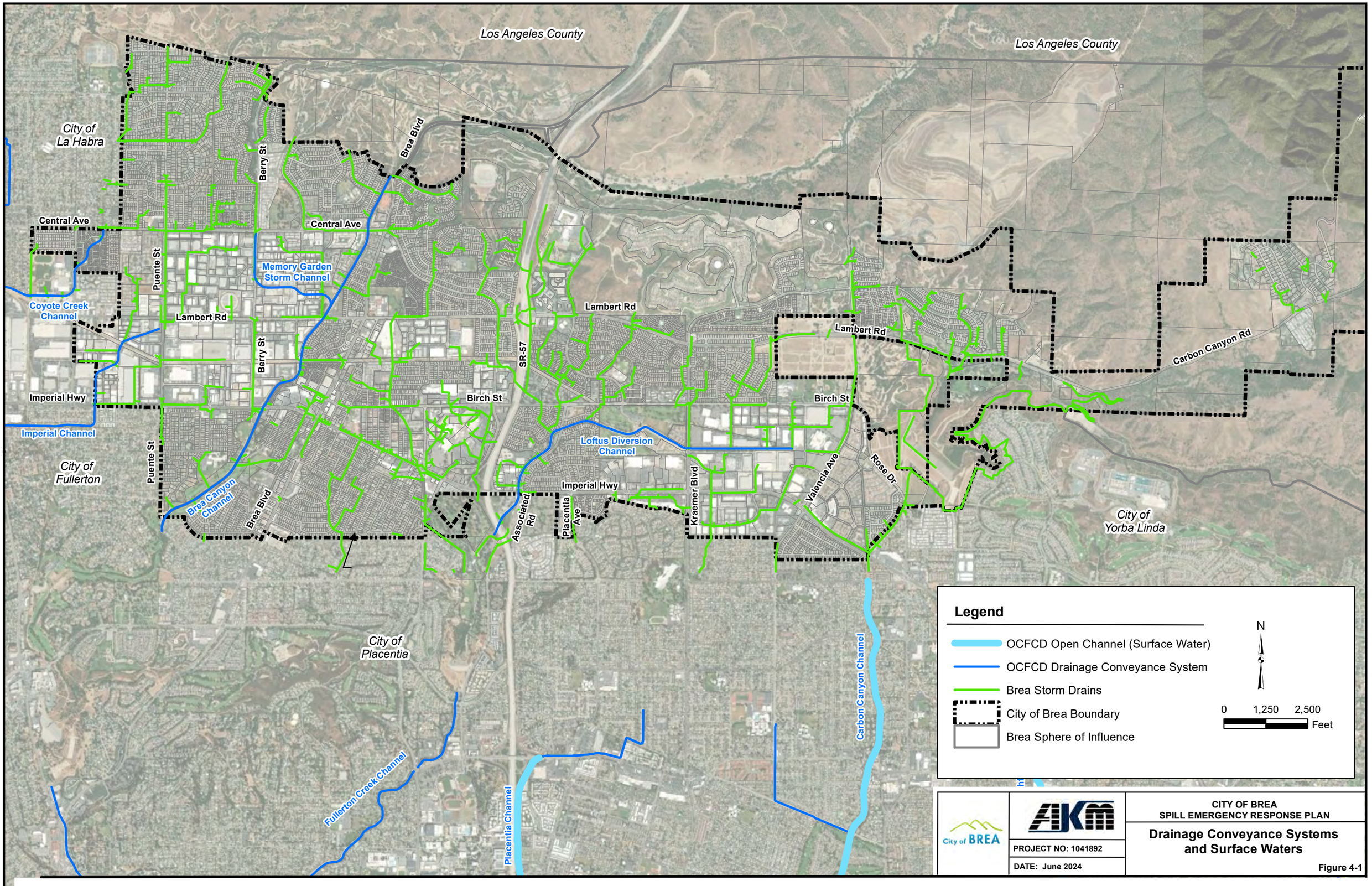
A private spill is a spill of any volume that originates in a private sewer system or private lateral. Private spills are the responsibility of the property owner. As encouraged by SWRCB, the City will report a spill from a private sewer system or private lateral to the SWRCB CIWQS website if

- *A spill equal or greater than 1,000 gallons or more that discharges (or has a potential to discharge) to a water of the State, or a drainage conveyance system that discharges to waters of the State; or*
- *A spill of any volume that discharges to a surface waters.*

4-1.1 Category 1 Spill Clarification

"Surface Waters" are defined by SWRCB staff as natural water bodies, including portions that were rerouted or channelized. OCFCD channels, creeks, and/or basins are therefore considered surface waters; this includes both concrete-lined channels as well as earthen bottom channels. If a spill reaches any of these OCFCD facilities, it will be considered a Category 1 Spill. Surface waters within the City's service area illustrated on Figure 4-1.

If a spill cannot be contained within the City's drainage conveyance system, regardless of whether water is flowing or not, the spill will be considered a Category 1 Spill. If however, the spill is fully contained and removed, the impacted portion of the drainage conveyance system is cleaned, and the wash water is captured and disposed of properly, the spill will be considered Category 2, 3, or 4.


Los Angeles County
Los Angeles County
City of La Habra
Brea Blvd
Berry St
Central Ave
Central Ave
Puente St
Memory Garden Storm Channel
Coyote Creek Channel
Lambert Rd
Lambert Rd
Lambert Rd
Carbon Canyon Rd
Berry St
SR-57
Imperial Hwy
Birch St
Birch St
Imperial Channel
Loftus Diversion Channel
City of Fullerton
Puente St
Brea Canyon Channel
Brea Blvd
Associated Rd
Placentia Ave
Imperial Hwy
Kraemer Blvd
Valencia Ave
Rose Dr
City of Yorba Linda
City of Placentia
Fullerton Creek Channel
Placentia Channel
Carbon Canyon Channel
Legend
OCFCD Open Channel (Surface Water)
OCFCD Drainage Conveyance System
Brea Storm Drains
City of Brea Boundary
Brea Sphere of Influence
N
0
1,250
2,500
Feet
City of BREA
AKM
CITY OF BREA
SPILL EMERGENCY RESPONSE PLAN
Drainage Conveyance Systems and Surface Waters
PROJECT NO: 1041892
DATE: June 2024
Figure 4-1

4-2 Notification to Regulatory Agencies

4-2.1 Notification Responsibilities

Once the field crew verifies a spill has occurred, they will notify the Water Distribution Superintendent, who will be in charge of contacting and/or delegating a designee to contact all regulatory agencies, as needed. A summary of notifications that will be made is shown in Table 4-2.

If the Water Distribution Superintendent is unavailable and the field crew experiences delays or conflicts or requires additional resolution toward responding to the spill, the Public Works Director shall be contacted to provide direction. The Public Works Director shall also be responsible for contacting the regulatory agencies, as needed.

Table 4-2
Notification Requirements

Spill Category	Notify	Conditions
Category 1 Spill	OES	Total Spill Volume >=1,000 gallons even if the spill is partially contained or recovered
	OCHCA	All
	OCFCD	All
Category 2 Spill	OES	Spill Reaches Waters of the State (Groundwater) even if the spill is partially contained or recovered
	OCHCA	All
	OCFCD	Spill Enters a Storm Drain
Category 3 Spill	OCHCA	All
	OCFCD	Spill Enters a Storm Drain
Category 4 Spill	OCHCA	All
	OCFCD	Spill Enters a Storm Drain
City Owned Lateral Spill	OCHCA	All
	OCFCD	Spill Enters a Storm Drain
Private System or Private Lateral Spill	OCHCA	All
	OCFCD	Spill Enters a Storm Drain

OES = Office of Emergency Services
OCHCA = Orange County Health Care Agency
OCFCD = Orange County Flood Control District

4-2.2 California Office of Emergency Services

The California Office of Emergency Services (OES) will be notified when the total spill volume is 1,000 gallons or greater, the spill originates from the City's sewer system and has discharged or is threatening to discharge to a waters of the State (includes surface water and groundwater). OES will be notified even if the spill is partially contained or recovered.

If the volume of a large spill is uncertain or the final destination of the spill is undetermined, the City will contact OES to report the spill and obtain an Emergency Services Control Number.

California Office of Emergency Services (OES)

(800) 852-7550

4-2.3 Orange County Health Care Agency

The Orange County Health Care Agency (OCHCA) will be notified of all spills originating from the City's sewer system, as well as private spills. Based on the information provided, OCHCA staff will determine the need for a site investigation or other actions to protect the public and environment. If needed, OCHCA may work with private property owners to ensure that private spills are contained, corrected and cleaned up.

Orange County Health Care Agency (OCHCA)

General Reporting	**(714) 433 – 6000**
Office Staff:	**(714) 433 – 6419**
After Hours (Control 1)	**(714) 628 – 7008**

4-2.4 Orange County Flood Control District

The Orange County Flood Control District (OCFCD) will be notified of any spill that reaches any type of drainage conveyance system and/or surface water, whether it is owned by the City of Brea or OCFCD. The drainage facilities considered surface waters within the City's service area are shown on Figure 4-1. This includes any spill that reaches a catch basin, storm drain manhole, or structural Best Management Practice (BMP) and has the potential to enter a drainage conveyance system. Based on the information provided, OCFCD staff will determine the need for a site investigation or other actions to protect surface waters.

OCFCD and the City of Brea have entered into a Water Quality Ordinance Implementation Agreement, which allows OCFCD to act on behalf of the City in providing assistance with containment and cleanup of spills within the City's drainage conveyance systems. Written authorization (via email or text) is needed prior to OCFCD's response, in order to implement the Agreement.

The County has developed an on-line "Water Pollution" service request website (see below) for **all spills** that reach a drainage conveyance system and/or OCFCD facility. This online reporting may be conducted on a desktop computer or mobile device and is the best way to notify OCFCD of a spill event. The City will be notified of the receipt of the spill report electronically to ensure that the online notification has been conducted appropriately.

https://myoceservices.ocgov.com/ServiceRequest

The required spill information for the online spill reporting includes:

- Location
- Date and Time
- Is the spill located on private property?
- Pollution category
- Is the spill in liquid form?
- What is the volume and units?
- Who is the responsible party?
- Nearest cross streets
- Additional comments

In addition to the online request, the Water Distribution Superintendent or field crew will contact OCFCD by phone if immediate assistance is needed (i.e. access to locked OCFCD facilities, additional guidance for response to large spills, etc.).

Orange County Flood Control District (OCFCD)

Business Hours:	**(714) 955 – 0600**
24 Hour Hotline:	**(877) 897 – 7455**
After Hours (Control 1):	**(714) 628 – 7008**

4-2.5 Spill Notification Information

Notification to OES, OCHCA, and OCFCD will occur as soon as possible, but no later than (2) hours from the verification of the spill. At minimum, the following information will be provided:

a. Name and phone number of person making notification

b. Estimated spill volume in gallons;

c. Estimated spill rate from the system (gallons per minute);

d. Estimated discharge rate (gallons per minute) directly into surface waters or indirectly into a drainage conveyance system;

e. Spill incident description

- Brief narrative of the spill event, and
- Spill incident location (address, city, and zip code) and closest cross streets and/or landmarks;

f. Name and phone number of the contact person on-scene;

g. Date and time the Enrollee was informed of the spill event;

h. Name of the sanitary sewer system causing the spill;

i. Spill cause or suspected cause (if known);

j. Amount of spill contained;

k. Name of receiving water body receiving or potentially receiving discharge; and

l. Description of water body impact and/or potential impact to beneficial uses.

4-2.6 Notification of Spill Report Updates

Following initial notifications and prior to certifying the spill report in the online CIWQS Sanitary Sewer System Database, per SWRCB requirements detailed in Appendix B-3; the Water Distribution Superintendent will provide updates to OES, OCHCA, and OCFCD regarding substantial changes to:

a. Estimated spill volume (increase or decrease in gallons initially estimated);

b. Estimated discharge volume directly into Waters of the State or indirectly into a drainage conveyance system (increase or decrease in gallons initially estimated); and

c. Additional impact(s) to the waters of the State and beneficial uses

4-3 Private Property Owners

If a spill originates on private property and has neither reached the public right-of-way nor shows signs of imminent danger of reaching the public right-of-way, the field crew will notify the property owner or property manager of the spill. The property owner will be informed that it is their responsibility to hire a contractor or plumber to correct the cause of the spill. If the contractor or plumber is unable to correct the cause, the field

crew may take the necessary action to correct the cause of the spill. If appropriate, the property owner will then be informed that the cost of the work will be their responsibility. The property owner will also be advised not to use water until the cause of the spill has been corrected and the spill has been cleaned up.

As previously mentioned, OCHCA will be informed of all private spills.

4-4 On-Call Contractors

The City's field crew are well trained in performing the majority of the work necessary to mitigate a spill. Based upon the initial spill assessment, the responding field crew may request additional crews, equipment, and/or on-call contractors. Tasks that may require the use of on-call contractors include but are not limited to; replacement of structurally damaged sewers, requirement for shoring with sheet piling, dewatering, bypass pumping, and open excavation extending past one day.

The City's on-call contractors are listed in Table 4-3.

Table 4-3
On-Call Contractors

Contractor	Services	Telephone Number
Jamison Engineering	Lift Station Maintenance	**(714) 434-9196**
Pro-Pipe	CCTV Inspection, Pipe Cleaning, Pipe Repairs, Vactor Services, Pressure Jetting	(909) 598-9743 (800) 386-1497 (714) 920-1648
Performance Pipeline	CCTV Inspection, Pipe Cleaning, Pipe Repairs, Vactor Services, Pressure Jetting	(714) 536-7386
United Pumping Service, Inc.	Bypass pumping	(626) 961-9326

4-5 Orange County Fire Authority

Hazardous materials may cause physical harm or harm to health. These materials can be detected by odor, foamy residue, or oil sheen. If the spill is suspected to involve hazardous materials, the field crew will Orange County Fire Authority (OCFA) will be notified for assistance. Since the suspicious material may be flammable, all field crew will keep a safe distance away until OCFA has assessed the situation.

Orange County Fire Authority

(714) 744-0455
9–1–1

4-6 Southern California Edison (SCE)

If the spill has been determined to have been caused by an electrical outage at a City lift station, the field crew will contact Southern California Edison (SCE) get power restored.

Southern California Edison

(800) 611 – 1911

4-7 Nearby Sewer Agencies

If the spill originates from another agency's sewer system, the responsible agency will be immediately notified by the field crew. The nearby sewer agency contact information is summarized in Table 4-4.

Table 4-4
Nearby Sewer Agencies

Sewer Agency	Telephone Number
Orange County Sanitation District	(714) 593-7025
City of Fullerton Maintenance Services	(714) 738-6897
City of Placentia Public Works	(714) 993-8245
City of Yorba Linda Public Works	(714) 961-7170

The field crew will start containment and provide assistance if the spill poses a threat to the public health, waters of the State, public property, and/or private property, especially if they are the first to arrive at the spill site. The field crew will remain at the spill site until the other agency arrives to take over responsibility of the spill.

The City of Brea is a member agency of Water Emergency Response Organization of Orange County (WEROC), which supports and manages countywide emergency preparedness, planning, response, and recovery efforts for water and wastewater agencies in Orange County. In the event of a spill, WEROC member agencies, and other nearby agencies can be contacted if additional combination trucks, equipment, and/or work power are needed.

4-8 Laboratories

If the spill is equal to or greater than 50,000 gallons and has reached surface waters, one of the City approved laboratories (Sierra Analytical Laboratories or Associated Laboratories) will be contacted by the Water Distribution Superintendent to sample the receiving waters.

Sierra Analytical Laboratories Incorporated (Sierra Analytical)
(949) 348-9389

Associated Laboratories
(714) 771-6900

4-9 Traffic Control

If a spill is within the public right-of-way, traffic control will be set up to direct the public and vehicle traffic around the spill location. Traffic control will be set per the current version of the Work Area Traffic Control Handbook (WATCH) Standards and/or the California Manual on Uniform Traffic Control Devices (MUTCD). The City of Brea Police Department will be contacted when extensive traffic and crowd control is necessary.

City of Brea Police Department

(714) 990-7623

4-10 Public Advisory

The City will provide any signage and/or other public notification to educate the public of the spill, as required by the OES or OCHCA.

4-11 Media Notification

The Orange County Health Care Agency, in coordination with City staff, will determine if and when the media will be informed of a spill incident.

4-12 Resource Phone List

All contact information can be found in the Resource Phone list, summarized in Table 4-5 and Appendix B-4.

Table 4-5
Resources Phone List

City Contacts		
Public Works Director	714-990-7698	
Water Distribution Superintendent	714-240-9490	
Water Distribution Supervisor	714-883-9644	
Maintenance Services Worker II	562-665-7633	
Environmental Services Coordinator	714-448-4827	
Emergency Contacts		
Brea Fire Department	(714) 900-7944	(714) 900-7911
Orange County Fire Authority	(714) 744-0455	9-1-1
Brea Police Department	(714) 990-7623	(714) 990-7911
California Highway Patrol Orange County Communication Center	(949) 559-7888	(714) 559-7888
County of Orange Sheriff's Department	(949) 770-6011	(949) 770-6011
Orange County Control 1 (Emergency Communications Bureau)	(714) 628-7008	(714) 628-7008
Southern California Edison	(800) 611-1911	
Notification Agencies		
State of California, Office of Emergency Services	(800) 852-7550	
Orange County Fire Authority	(714) 744-0455	9-1-1
Orange County Health Care Agency	(714) 433-6000	(714) 628-7008 (Control 1)
Office Staff	(714) 433-6419	
Private Property	(714) 433-6140 (714) 433-6000	(714) 936-4697 (mobile)
Public Right-of-way	(714) 433-6015	
Orange County Flood Control District (OCFCD)	(714) 955-0600	(714) 628-7008 (Control 1)
24-Hour Hotline	(877) 897-7455	(877) 897-7455
"Water Pollution" service request	https://myoceservices.ocgov.com/ServiceRequest	
Regional Water Quality Control Board (RWQCB) Region 8	(951) 782-4130	(951) 782-4130
Najah Amin	(951) 320-6362	
Nearby Sewer Agencies		
Orange County Sanitation District	(714) 593-7025	
City of Fullerton Maintenance Services	(714) 738-6897	
City of Fullerton Police Dispatch	(714) 738-6800	
City of Placentia Public Works	(714) 993-8245	
City of Placentia Police Dispatch	(714) 993-8064	
City of Yorba Linda Public Works	(714) 961-7170	
On-Call Contractors		
Jamison Engineering	(714) 434-9196	(714) 620-5048 (Don Jamison)
Pro-Pipe	(909) 598-9743 (800) 386-1497 (714) 920-1648	Nherrera@hswcorp.com (Nick Herrera)
Performance Pipeline	(714) 536-7386	
United Pumping Service, Inc.	(626) 961-9326	http://www.unitedpumping.com pjheintz@unitedpumping.com (Pamela Heintz)
Laboratory and Environmental Consultant		
Sierra Analytical Laboratory (ELAP Certificate 2320) - Rick Forsyth	(949) 348-9389	www.sierralabs.net/sierra.html sierralabs@sierralabs.net
Associated Laboratories	(714) 771-6900	www.associatedlabs.com info@associatedlabs.com

SECTION 5
SPILL RESPONSE PROCEDURES

5-1 General

The detailed Spill Emergency Response Flow Chart is provided in Figure 2-2 and a simplified version is provided in Appendix B-1. The flow chart details the steps that will be taken from initial notification of a spill to the final reporting of the spill to regulatory agencies.

The following procedures generally apply when there are dry weather conditions. The procedures during wet weather conditions will be similar, except the drainage conveyance system will not be entered or blocked due to potential flooding.

5-2 Preliminary Assessment Procedures

The first responder to a spill, typically the Water Distribution Superintendent or Water Distribution Supervisor or Maintenance Services Worker II will evaluate the situation and contact additional City staff and/or contractors to provide the necessary work power and/or equipment to manage the spill response.

Upon arrival at the spill location, the field crew will do the following:

1. Perform a quick investigation/assessment of the spill
2. Take photos of the spill and surrounding area
3. Determine the extent of the spill
4. Determine what agencies need to be notified
5. Determine what additional resources are needed. Additional crews and/or equipment will typically be requested under the following circumstances:
    a. A sewer spill is confirmed and additional work power and equipment is needed. If a combination truck is not already onsite, one will be brought to the spill site immediately. As stated in Section 4-4, the City will contact on-call contactors to provide combination truck services, when additional capacity, expertise, and/or work power is needed.
    b. A spill has entered or has the potential to enter the drainage conveyance system, requiring two or more crews to simultaneously address the cause of the spill and to contain the sanitary sewer spill.
    c. It is determined that additional expertise and/or work power is required to correct or contain a spill.

If it is determined or suspected that the spill is a hazardous material spill, the Orange County Fire Authority will be contacted. If the sewer spill is determined to originate from a private sewer lateral or private sewer system, the property owner or property manager will be contacted. If the sewer spill is determined to originate from another sewer system, the agency who owns the system will be contacted. In each of the aforementioned cases, the field crew will remain on standby and assist as needed.

5-3 Traffic Control and Crowd Control

As stated in Section 4-9, if a spill reaches the public right-of-way, traffic control will be set up to direct the public and automobile traffic around the spill location. The City of Brea Police Department will be contacted if extensive traffic and crowd control is necessary.

All traffic control will comply with the Work Area Traffic Control Handbook (WATCH) standards.

5-4 Containment Procedures

5-4.1 Public Right-of-Way

If a spill originates from the City's sewer system in a public right-of-way or street, the field crew will set up barriers and divert traffic and the public away from the spill, using equipment such as signs, cones, delineators, barricades, arrow boards, and tape.

The field crew shall take all necessary measures to contain the spill or direct the spill to a location where it can be vacuumed up. If at all possible, field crew will contain the spill in the street and prevent sewage from entering the drainage conveyance system by locating the nearest entry point(s) to the drainage conveyance system. The sewer and drainage conveyance system map (Appendix A-1 and Appendix A-2) can be used to locate the catch basins and drainage conveyance systems downstream of the spill location. Sewage will be blocked from entering catch basins, manhole covers and structural BMPs by using sandbags, rubber mats, absorbent materials, etc.

The City uses the following approach to contain spills and to prevent discharge from entering a storm drain:

a. Sandbags are used to form a barricade to contain the spill on the site

b. The field crew blocks the catch basin with polyethylene sheeting and sandbags to prevent a spill from entering the storm drain system

c. With the barricades in place, City crews use the combination/vactor truck to vacuum up the spill and wash down water at the barricades

If necessary, bypass pumping will be implemented to pump the sewage from upstream of the spill location to a downstream sewer via a contractor.

To collect the information necessary for completing the spill report to the State Water Resources Control Board (SWRCB), the field crew shall document the time the spill started and the time the cause of the spill was corrected. If possible, photographs and/or video footage of the spill will be taken at different times during the spill event because the volumes will likely change over time.

5-4.2 Drainage Conveyance Systems

If the spill does enter the drainage conveyance system, the sewer crew will do everything possible to prevent the spill from reaching surface waters, which are shown on the maps included in Appendix A-1 and Appendix A-2.

If feasible, the sewer crew will plug the catch basin where the spill entered or open a manhole downstream and place sandbags and/or other absorbent material in the drainage conveyance system to contain the spill. Then the spill will be removed using a combination/vactor truck.

If sewage leaves the catch basin, the storm drain itself will be blocked downstream of the spill and used as a containment device to prevent discharge to surface waters.

OCFCD must be contacted when a spill reaches a conveyance system and can also provide additional assistance in containing and removing the spill.

5-4.3 OCFCD Facilities/Surface Waters

If the spill reaches an OCFCD facility/surface water, OCFCD will be contacted. The City will likely need OCFCD crews to access any of the nearby channels/surface water because the gates to the access roads are typically locked. Upon authorization of the Water Quality Ordinance Implementation Agreement (via email/ text message

by the City of Brea), OCFCD will send crews out to conduct containment and cleanup. City crews will coordinate with OCFCD and assist in any way possible.

5-4.4 Private Sewer System or Laterals

If the a spill is assessed and it is determined that the cause/blockage originates from a private sewer system or lateral and it has neither reached public right-of-way nor shown signs of imminent danger of it reaching public right-of-way, the field crew will locate the property owner or manager, to the extent possible, to inform them of their responsibility to contain the spill, eliminate the cause, and cleanup the spill. Private property owners or managers will be informed of their responsibility to hire a contractor or plumber to correct the cause of the spill, at the property owner's expense. If needed, the field crew will provide contact information for private plumbers that the property owner can call to remove the blockage.

If the property owner cannot be located or does not address the problem, or if there is imminent danger of the spill reaching the public right-of-way or a storm drain catch basin, the field crew will address the spill as if it were on public property. In the event that the City crew must contain the spill and remove the blockage in a private sewer or sewer lateral, the field crew shall document the time and material spent to contain the spill and shall prepare a time and materials invoice for the property owner or management company for City services rendered.

Property owners will be advised not to use water until the cause of the spill has been resolved. If necessary, the City's staff is able to shut off the water supply.

Whether the spill occurs in a City sewer system, or a private sewer system or sewer lateral, the field crew will remain on site until the problem is resolved and the spill is stopped and cleaned up. The field crew will remain at the spill site to verify that work by the property owner's plumber and/o the City crew eliminates the cause of the spill and completes the required clean-up.

5-4.5 Wet Weather Conditions

The function of a drainage conveyance system is to prevent flooding, which provides safety to the public as well as protection of public and private property. If a spill enters the drainage conveyance system during a wet weather event, the drainage conveyance system will **not** be entered or blocked if such action could potentially cause flooding. Additionally, the field crew shall not enter the drainage conveyance system if unsafe conditions are observed.

Under wet weather conditions, the field crew will concentrate on correcting the cause of the spill to minimize the volume that is discharged to surface waters and prevent additional discharge of sewage into the drainage conveyance system.

The determination of "wet weather conditions" will be at the discretion of the field crew. It is assumed to be wet weather conditions if the catch basin or drainage conveyance system cannot be blocked for fear of causing flooding on the street or in the drainage conveyance system. Under these conditions, the spill cannot be contained.

5-5 Correction Procedures

5-5.1 Gravity Sewers

Sewer spills may be the result of blockages due to heavy grease, roots, or other obstructions. Spills may also be the result of structural deficiencies, which include but are not limited to collapsed pipes, broken pipes, deformed pipes, and severe offset joints.

After containment of the sewer spill, the field crew and/or contractor will eliminate the cause of the spill. Corrective actions will include the following:

1. Spill due to pipe blockage

   In the case of blockages, the field crew will open manhole lids downstream of the spill. High pressure jetting in the upstream direction from the first manhole found without or with limited sewage flowing through it, will be used to clear the blockage. The blockage material will be removed at the manhole.

   Upon clearing the blockage, CCTV inspection will be performed as soon as possible, but no less than five (5) days after the spill event, to verify the blockage has been cleared and the condition of the sewer line. At a minimum, the location of the pipe blockage and three reaches downstream of the pipe blockage will be CCTV inspected. If a structural deficiency is found, the Water Distribution Superintendent, Water Distribution Supervisor and/or Maintenance Services Worker II will be informed so that a plan for repair can be developed.

2. Spill that requires bypass pumping

   The field crew may determine that bypass pumping will be required if the blockage cannot be cleared in a timely manner, if a pipe has failed, or if the spill is large and has the potential to endanger public health, enter drainage conveyance system catch basins and manholes, discharge to a surface water, or damage private property. If bypass pumping is required, the City will contact an on-call contractor, as listed in Table 4-3.

   Optionally, if bypass pumping is not feasible, the field crew will block the upstream manhole and use the City's large combination truck to vacuum sewage out of it while the cause of the spill is corrected.

5-5.2 Lift Station Corrections

Corrective actions will include the following:

1. Spill caused by a pump failure

   In the event of a pump failure, the Public Works staff will switch the lift station to operate with the backup pump. Jamison Engineering is utilized for any maintenance issues at the City lift stations.

   If one pump at the station can be operated, the Public Works staff will address the pump failure as follows:

   - If there is an obstruction in the pump that can be removed easily, the obstruction will be cleared and the pump will be placed back into service.
   - If the failure is due to a closed check valve, the check valve setting will be adjusted.
   - If the failure is due to a broken check valve or isolation valve, the broken valve will be replaced. The Water Distribution Superintendent, Water Distribution Supervisor or the Maintenance Services Worker II will determine if the valve can be salvaged. If not, a new valve will be ordered to replace the broken valve.
   - If the failure is due to severe ragging or if the failure is due to a broken pump, the Water Distribution Superintendent, Water Distribution Supervisor or the Maintenance Services Worker II will consult with its on-call contractor, Jamison Engineering to determine and coordinate the installation of a replacement pump and/or get the ragging cleared and the pump fixed.

The Water Distribution Superintendent, Water Distribution Supervisor or the Maintenance Services Worker II will determine if the removed pump can be salvaged. If not, a new pump will be ordered to replace the broken pump.

2. Spill caused by a power failure at a lift station

   Southern California Edison (SCE) will be contacted to return power service in the event of a failure at a lift station is due to a power outage.

   If the spill is due to an electrical failure at the lift station, the Water Distribution Superintendent, Water Distribution Supervisor or the Maintenance Services Worker II will consult with its on-call contractor Jamison Engineering to determine if the motor can be salvaged or not and/or coordinate the ordering and installation of a replacement motor, if needed.

   La Floresta Lift Station has a 80kW standby diesel engine permanent generator. If upon arrival to the field crew finds that the automatic transfer switch has failed to connect to the generator, the generator will be set as the main power source.

   Brea Creek Golf Course Lift Station has a portable generator connection. A portable generator (provided by a contractor) will be connected to provide temporary power to this station, as needed.

   Briarwood Lift Station has neither a permanent generator nor a portable generator connection. Bypass pumping will be implemented at this location, as needed. The City utilizes United Pumping Service, Inc. for bypass pumping services.

3. Spill caused by a mechanical failure at a lift station

   The City utilizes United Pumping Service, Inc. for bypass pumping services. Bypass pumping may be needed under the following circumstances:

   - Rising sewage levels in the wet well are greater than the pump start setting
   - Failure of both pumps and/or motors leave the lift station inoperable
   - No power is available

   The suction end of the bypass pump will be placed into the bottom of the wet well. The discharge hose will be connected to one of the adjacent manholes downstream of the lift station.

   If bypass pumping is not feasible or the existing forcemain(s) are not operable, the field crew will use the combination/vactor truck to vacuum the wastewater from the wet well as the lift station failure is being fixed. Wastewater will be decanted back into the system at a downstream manhole or disposed of at an OCSD treatment facility. Neighboring agencies and/or contractors will be contacted if additional combination/vactor trucks are needed.

   In instances where bypass pumping cannot be utilized, a combination/vactor truck will be brought in to pump out and transport the influent sewage flow to a downstream manhole or disposed of at an OCSD treatment facility

Should the spill response work continue beyond one shift, the field crew supervisor for the current shift will refer all pertinent information to the field crew supervisor for the next shift, including details of any problems reported by customers. The field crew supervisor will collect all information regarding the spill, and complete a field report prior to leaving the site.

5-6 Cleanup Procedures

Once the cause of the spill has been corrected and the spill contained, the field crew will clean up all sewage. All spill and wash water will be vacuumed and decanted back to the sewer system at a downstream manhole, preferably at a deep manhole with a large diameter pipe downstream. The flow through the discharge hose will be controlled using the drain valve handle so as not to surcharge the sewer system. Solids are disposed of at an OCSD treatment plant in Fountain Valley.

5-6.1 Public Right-of- Ways

Initially, all sewage will be vacuumed from the gutter and street. Any remaining solids and semisolids within the public right-of-way will be swept, raked, and picked-up. The impacted area will then be washed down with potable water until all evidence of sewage is removed. Water used for cleanup will be measured and recorded. The wash water will be removed by vacuuming.

5-6.2 Drainage Conveyance System

Once the spill volume has been vacuumed out of the drainage conveyance system, it will be cleaned. The solids will be removed, and the drainage conveyance system will be washed down with potable water. Water used for cleanup will be measured and recorded. The wash water will be removed by vacuuming.

5-6.3 OCFCD Facilities/Surface Waters

If the spill reaches a OCFCD facility/surface water, the City will coordinate the cleanup efforts with OCFCD and assist in any way possible. OCFCD field crew will provide assistance with most spills. For larger spills and upon authorization of the Water Quality Ordinance Implementation Agreement (via email/ text message by the City), OCFCD has three (3) on-call contractors that can assist with clean up services.

5-6.4 Private Property

If there is damage to private property due to a spill originating from a City sewer, the field crew may perform cleanup as needed such as the following activities:

- Initial clean up, including wiping and cleaning furniture
- Collect solid waste material
- Remove standing fluid from both indoor and outdoor areas
- Take photographs and video footage of the damaged and undamaged areas
- Inform the property owner of their right to hire a professional sewer cleanup service, which will be reimbursed by the City.

If the spill originated from a private lateral or private sewer system, the City is not responsible for the cleanup but may assist to the extent deemed feasible.

SECTION 6
MONITORING AND REPORTING PROCEDURES

6-1 State Water Resources Control Board (SWRCB) Requirements

Order WQ 2022-0103-DWQ states:

"The Spill Emergency Response Plan must include procedures to comply with the notification, monitoring, and reporting requirements of this General Order, State law and regulations, and applicable Regional Water Board Orders."

All notification, monitoring, reporting and record keeping requirements are detailed in Attachment E1 of the Order WQ 2022-0103-DWQ.

6-2 Spill Monitoring Procedures

Monitoring requirements are summarized in Attachment E-1 of Order WQ 2022-0103-DWQ. The monitoring and reporting requirements are summarized in Appendix B-6.

The City will monitor the progression of the spill from the time the field crew arrives at the spill location to the time that the spill is fully contained and cleaned up. Without impeding the containment, cleanup, and/or correction of the spill cause, the field crew will monitor the response procedures with photography, video recordings, and notes.

6-2.1 Global Positioning System Coordinates

For all spill categories, the global positioning system (GPS) coordinates will be determined for:

- The system location where the spill originated. For multiple appearance points of a single spill event, the points closest to the spill origin.
- Representing the full spread and reach of the spill, if available

The latitude and longitude will be recorded from navigation equipment, cell phones, or other technology. The spill coordinates are further verified with a desktop analysis using Geographic Information Systems (GIS), Google Earth, or other computer based mapping programs.

6-2.2 Photography

The spill response will be documented with photographs and video recordings of the following:

- Location of the spill and/or spill origin
- Extent of spill spread and spill boundaries
- Drainage conveyance system entry and exit locations
- The location(s) of discharge into surface waters, as applicable
- The location(s) of clean up
- Waterbody bank erosion
- Floating matter
- Water surface sheen (potentially from oil and grease)
- Discoloration of receiving water

- Impact to the receiving water
- Post-cleanup site conditions

6-2.3 Spill Start Time

The time that the spill was reported will be recorded on the Spill Initial Receipt Form, included in Appendix B-2 upon initial notification of a spill. If the initial start time is unknown, the time the spill is initially reported will be used as the spill start time. If the spill volume is not consistent with the recorded spill start time, the person who initially reported the spill and/or other residents will be interviewed to get a better understanding of when the spill actually began.

6-2.4 Spill Volume Estimation

Spill volumes will be calculated by one of the methodologies that are documented in the *Sewer Spill Estimation Guide*, included in Appendix C-1. The guidebook was developed by the Orange County Area Waste Discharge Requirements Steering Committee to address the SWRCB spill reporting requirements.

Although the guidebook discusses many volume estimation methods, a few are commonly used by the City. For estimating the volume of small spills, typically the Visual Method, Pictorial Reference Method or Measured Volume Method is implemented. For larger spills, the Gutter Flow Method might be implemented. And if the spill is isolated to the pick or vent holes in the manhole cover, the Pick and Vent Holes Method will be used.

Visual or Eyeball Method

The Visual Method is typically used for small spills (under 200 gallons) on hard surfaces. Field crew must imagine the amount of water that would spill from a bucket or barrel and estimate the volume.

Pictorial Reference Method

The Pictorial Reference Method involves the use of either the San Diego Manhole Overflow Rate Chart or the CWEA Southern Section Collection Systems Committee (SSCSC) Manhole Overflow Gauge Chart. Field crew will select the picture that most accurately represents the spill being estimated. The flowrate (gpm) associated with the picture multiplied by the spill duration time will determine the spill volume.

Measured Volume Method

The Measured Volume Method requires field crew to measure the shape, dimensions, and depth of the contained spill. The dimensions are used to calculate the area of the spill and the depth is used to calculate the volume. For irregular spill shapes, the spill area will be broken into multiple simple geometric shapes that can be combined to represent the total spill area. Various spill depths will be measured to get an average depth of the spill.

When the spill is a wet spot on the ground, the depth of the spill will be estimated to be 1/32” for asphalt and 1/64” for concrete.

Gutter Flow Method

The Gutter Flow Method can be used for estimating spill volumes in open channels such as ditches, curb and gutter, etc. The cross sectional area and the velocity of the flow in the channel is needed to use this method.

The cross sectional area is calculated as follows:

Curb and Gutter with V-Shape

Cross Sectional Area (ft^2) = (1/2) x Depth x Width

Rectangular Channels

Cross Sectional Area (ft^2) = Depth (ft) x Width (ft)

The velocity in the channel can be measured by dropping a small floating object (leaf, small piece of wood or paper, etc.) into the flow and timing how long it takes to travel a measured distance. The velocity is calculated as follows:

Spill Velocity (ft/s) = Premeasured Travel Distance (ft) ÷ Recorded Travel Time (seconds)

The volume is measured as:

Volume (ft^3) = Spill Time (seconds) x Cross Sectional Area (ft^2) x Spill Velocity (ft/s)

Volume (gal) = Volume (ft^3) x 7.4805 (gal/ ft^3)

The flowrate and volume will be calculated whenever the spill flowrate visually changes. Additional depths, widths, and velocities will be measured whenever there is a change in flowrate. The time the flowrate changed, which is necessary to calculate the corresponding spill volumes, will be identified. The total flow volume will be calculated as the sum of the individual volumes.

Table 6-1
Pick/Vent Hole Flowrate Estimation Chart

	Hole Diameter (in)	Water Height (in)	Flowrate (gpm)
Vent Hole (Circular)	0.50	0.063	0.23
	0.50	0.125	0.33
	0.50	0.250	0.47
	0.50	0.500	0.66
	0.50	0.750	0.81
	0.50	1.000	0.94
	0.75	0.063	0.51
	0.75	0.125	0.72
	0.75	0.250	1.02
	0.75	0.500	1.44
	0.75	0.750	1.77
	0.75	1.000	2.04
	1.00	0.063	0.88
	1.00	0.125	1.25
	1.00	0.250	1.77
	1.00	0.500	2.50
	1.00	0.750	3.06
	1.00	1.000	3.54
Pick Hole (Semi Circle)	1.00	0.063	0.44
	1.00	0.125	0.63
	1.00	0.250	0.89
	1.00	0.500	1.25
	1.00	0.750	1.53
	1.00	1.000	1.77
	1.00	1.500	2.17
	1.00	2.000	2.51

Pick and Vent Holes Method

The Pick and Vent Holes Method will be used if spill is isolated to the pick and vent holes in the manhole cover. The diameter of the pick/vent holes and the height of the sewage plume existing the holes will be measured. The flowrate through each pick/vent hole will be estimated using Table 6-1. The total spill volume will be calculated as follows:

Volume (gal) = Flowrate (gpm) x Number of Holes x Spill Time (min)

The flowrate and volume calculations will be estimated whenever the plume height visually changes. The new plume height will be measured and the time the plume changed will be recorded to calculate the corresponding spill volumes. The total flow volume will be the sum of the individual volume calculations.

Field Inspection Forms

Field Inspection forms for the Pictorial Reference Method, Measured Volume Method, the Gutter Flow Method, and the Pick and Vent Hole Method are included in Appendix C-2, which should always be available on the response vehicles. Forms will be replenished after each spill event.

6-2.5 Estimated Spill Travel Time

Spill travel time from the point of entry into the drainage conveyance system to the point of discharge into a receiving water will need to be estimated if a spill does enter the drainage conveyance system and reaches a surface/receiving water. The spill travel time can be calculated by using actual times recorded by staff as to when the spill entered the drainage conveyance system and when spill entered the receiving water.

If the spill is continuously flowing and the time of entry is unknown, the velocity of the flow will be estimated. This will be done by floating an object (leaf, small piece of wood or paper, etc.) in the spill flow for a known distance and recording the time of travel. The velocity is calculated as follows:

Spill Velocity (ft/s) = Premeasured Travel Distance (ft) ÷ Recorded Travel Time (seconds)

The distance from the point of entry to the drainage conveyance system to the point of entry to the receiving water will be estimated by using available GIS mapping data. The total time of travel will be calculated as follows:

Recorded Travel Time (seconds) = Travel Distance (ft) ÷ Spill Velocity (ft/s)

The City will contact OCFCD to help with estimating the spill travel time for large spills that reached their facilities. The spill velocity will depend on the size of the spill, the geometry and material of the drainage conveyance system or open channel, and existing flows within the facilities.

6-2.6 Receiving Water – Water Quality Sampling and Analysis

For spills estimated at 50,000 gallons or greater and discharged into a surface water, the following water quality sampling must be conducted no later than 18 hours after the potential discharge to a surface water is known. The sampling requirements are described below and summarized in Appendix B-7.

Definitions

As defined in Section 2-4:

- *A **drainage conveyance system** is a publicly- or privately-owned separate storm sewer system, including but not limited to drainage canals, channels, pipelines, pump stations, detention basins, infiltration basins/facilities, or other facilities constructed to transport stormwater and non-stormwater flows.*
- *A **receiving water** is a water of the State that receives a discharge of waste.*
- ***Surface waters** are natural water bodies that include but are not limited to: oceans, rivers, streams, lakes, vernal pools, wetlands, and estuaries. OCFCD channels, creeks, and/or basins are considered surface waters; this includes both concrete-lined channels as well as earthen bottom channels.*

Receiving Water Sampling Locations

Receiving water samples will be collected at the following locations:

- DCS-001: A point in a drainage conveyance system (DCS) before the flow discharges into a receiving water. This is upstream of RSW-001.
- RSW-001 (Point of Discharge): A point in the receiving water where the sewage initially enters the receiving water.

- RSW-00U (Upstream of Point of Discharge): A point in the receiving water, upstream of the point of sewage discharge, to capture ambient conditions absent of sewage discharge impacts. This is upstream of RSW-001.
- RSW-001D (Downstream of Point of Discharge): A point in the receiving water, downstream of the point of sewage discharge, where the spill material is fully mixed with the receiving water.

There are two exceptions to the water sampling requirements: If the receiving water has no flow during the duration of the spill, the City can report "No Sampling Due to No Flow". If there are access restrictions or unsafe conditions that prevents compliance, the City can provide documentation of the restrictions or safety hazards.

Receiving Water Sampling Frequency

At minimum, water samples will be collected at each location, once a day, for each day of the duration of the spill.

Receiving Water Sample Analysis

At minimum, the receiving water samples will be analyzed for the following:

- Ammonia, and
- Appropriate bacterial indicator(s) per the applicable Basin Plan water quality objectives, including one or more of the following, unless directed otherwise by the Regional Water Board:
  - Total Coliform Bacteria
  - Fecal Coliform Bacteria
  - E-coli
  - Enterococcus

Receiving Water Quality Analysis Specifications

Water Quality Samples will be conducted in accordance with sufficiently sensitive test methods approved under Title 40, Code of Federal Regulations, Part 136, which are summarized in Appendix B-7.

Per Order WQ 2022-0103-DWQ, all water samples must be performed by a laboratory that has accreditation through the Environmental Laboratory Accreditation Program (ELAP). The City's laboratory is ELAP accredited and is capable of providing the necessary sampling and testing services that are required by Order WQ 2022-0103-DWQ.

6-3 Reporting Procedures

6-3.1 CIWQS Notification Procedures

All spill reporting is required to be submitted electronically to the online California Integrated Water Quality System (CIWQS) database (https://ciwqs.waterboards.ca.gov/) unless specified otherwise in Attachment E1 of Order WQ 2022-0103-DWQ. Electronic reporting may solely be conducted by the Legally Responsible Official (LRO) or Data Submitter(s) previously designated by the LRO.

Legally Responsible Officials (LROs) are responsible for certifying the City's spill reports on the CIWQS Sanitary Sewer System Database. Data Submitters may enter spill data on the CIWQS Sanitary Sewer System Database, but do not have the authority to certify the reporting data. The City's LROs and Data Submitters are detailed in Section 1-3.

Any information protected by the Homeland Security Act will be reported by email to **SanitarySewer @waterboards.ca.gov** with a brief explanation of the protection provided by the Homeland Security Act for the subject report to be protected from unauthorized disclosure and/or public access, and for official Water Board regulatory purposes only.

The SWRCB notification and reporting requirements are detailed in Appendix B-3.

6-3.2 Spill Report

The field crew will fill out the Spill Report in the field to document the spill characteristics and the City's response. The Spill Report is included in Appendix B-5.

Once the spill response activities have been completed, the Spill Report, field notes, pictures, and video footage will be provided to the Data Submitter and LRO. The information will be used to submit the draft and final certified reports to the SWRCB, via the CIWQS online reporting database. The data requested for each type of spill that must be input for the draft report and the final certified report are shown in Appendix B-6.

6-3.3 Category 1

In the event of a Category 1 Spill, the following reporting will be completed:

1. Draft Spill Report within three (3) business days of knowledge of the spill. Draft Spill Report will be submitted by the Data Submitter to the online CIWQS Sanitary Sewer System Database.
2. Certified Spill Report withing fifteen (15) days of the spill end date. The Certified Spill Report will be submitted by the LRO to the online CIWQS Sanitary Sewer System Database. Then, a final spill event identification number will be issued by CIWQS.

   The Certified Spill Report can be updated and additional information can be added within ninety (90) calendar days of the spill end date by amending the report or by adding an attachment to the report in the online CIWQS Sanitary Sewer System Database. After 90 calendar days, the State Water Board must be contacted at SanitarySewer@waterboards.ca.gov to request to amend a spill report.

In the event of a Category 1 Spill in which 50,000 gallons or greater is discharged to a surface water, the following reporting will also be completed:

1. A Spill Technical Report will be submitted within forty five (45) calendar days of the spill end date. The Spill Technical Report will be submitted by the LRO to the online CIWQS Sanitary Sewer System Database.

The information required to be submitted with the Draft Spill Report, the Certified Spill Report and the Spill Technical Report are summarized in Appendix B-6.

6-3.4 Category 2

In the event of a Category 2 Spill, the following reporting will be completed:

1. Draft Spill Report within three (3) business days of knowledge of the spill. Draft Spill Report will be submitted by the Data Submitter to the online CIWQS Sanitary Sewer System Database.
2. Certified Spill Report within fifteen (15) days of the spill end date. The Certified Spill Report will be submitted by the LRO to the online CIWQS Sanitary Sewer System Database. Then, a final spill event identification number will be issued by CIWQS.

The Certified Spill Report can be updated and additional information can be added within ninety (90) calendar days of the spill end date by amending the report or by adding an attachment to the report in the online CIWQS Sanitary Sewer System Database. After 90 calendar days, the State Water Board must be contacted at SanitarySewer@waterboards.ca.gov to request to amend a spill report.

The information required to be submitted with the Draft Spill Report and the Certified Spill Report are summarized in Appendix B-6.

6-3.5 Category 3

For Category 3 Spills, the LRO will report and certify all Category 3 spills within 30 calendar days after the end of the month in which the spill occurred to the CIWQS Sanitary Sewer System Database. Then, a spill event identification number for each spill will be issued by CIWQS. The information required to be submitted with the monthly Certified Spill Reports are summarized in Appendix B-6.

The Certified Spill Report can be updated and additional information can be added within ninety (90) calendar days of the spill end date by amending the report or by adding an attachment to the report in the online CIWQS Sanitary Sewer System Database. After 90 calendar days, the State Water Board must be contacted at SanitarySewer@waterboards.ca.gov to request to amend a spill report.

6-3.6 Category 4

For Category 4 spills, the LRO will report and certify the estimated total spill volume exiting the sanitary sewer system, and the total number of all Category 4 spills to the online CIWQS Sanitary Sewer System Database, within 30 calendar days after the end of the month in which the spills occurred.

Records of Category 4 spills will be maintained similarly to other spill categories (per Section 4.4 of Attachment E1 of the Order). The City will also annually upload and certify a report (in an appropriate digital format) of all recordkeeping of Category 4 spills to the online CIWQS Sanitary Sewer System Database by February 1st after the end of the calendar year in which the spills occurred. The information required to be reported annually is summarized in Appendix B-6.

6-3.7 Lateral Spills

The City generally does not own sewer laterals, except for the laterals associated with City owned buildings.

For City owned and/or operated laterals that are caused by a failure or blockage in the lateral and that do not discharge to a surface water, the LRO will report and certify the estimated total spill volume exiting the sanitary sewer system, and the total number of all owned and/or operated lateral spills to the online CIWQS Sanitary Sewer System Database, within 30 calendar days after the end of the month in which the spills occurred.

Records of lateral spills will be maintained similarly to other spill categories (per Section 4.4 of Attachment E1 of the Order). The City will also annually upload and certify a report (in an appropriate digital format) of all recordkeeping of all owned and/or operated lateral spills to the online CIWQS Sanitary Sewer System Database by February 1st after the end of the calendar year in which the spills occurred. The information required to be reported annually is summarized in Appendix B-6. It is optional to report private system and private lateral spills.

6-3.8 No Spills

If there are no spills within a calendar month, the LRO will submit a “No Spill” certification statement electronically on the CIWQS Sanitary Sewer System Database, within 30 calendar days after the end of each month.

If there are no spills from the City's sewer system during a calendar month and private lateral spills were voluntarily reported, a "No Spill certification statement will still be submitted.

6-4 California Office of Emergency Services

As discussed in Section 4-2.2, the California Office of Emergency Services (OES) will be initially contacted if a spill greater than or equal to 1,000 gallons has reached surface waters, a drainage channel tributary to a surface water, and/or a municipal separate storm sewer system (MS4). The Responsible Staff will contact OES within 2 hours of the spill verification.

As indicated by California Code of Regulations (CCR), Title 19, Division 2, Chapter 4, Article 2, Section 2705, the City is required to send an Emergency Release Follow–Up Notice Reporting Form to Chemical Emergency Planning and Response Commission (CEPRC) whenever OES is notified of a spill. The sample form is included in Appendix E.

Chemical Emergency Planning and Response Commission (CEPRC)

3650 Schriever Avenue

Mather, CA 95655

The CCR includes a form, indicating the information required from the Responsible Staff. At minimum, the report will include the following:

1. Business Name
2. Emergency Contact and Phone number
3. Date and time of Incident
4. OES Control No.
5. Incident Address
6. Spill Type
7. Quantity of Spill
8. Contamination Areas
9. Time of Release
10. Actions taken to stop and contain the spill
11. Health effects
12. Comments
13. Certification

SECTION 7
TRAINING AND EVALUAUTION

7-1 Distribution

The Spill Emergency Response Plan (SERP) will be distributed to:

1. Legally Responsible Official(s) – Water Distribution Superintendent
2. Data Submitter(s) – Water Distribution Supervisor
3. Maintenance Services Worker II
4. Environmental Services Coordinator
5. Field Crew for Response Vehicles

The plan will be made available to the public for review at the City of Brea's Public Works Department. Copies of the plan will be made available to the public when requested in writing, at the cost of producing the document.

7-2 Training

The field crew receives training through the California Water Environment Association's (CWEA) Training Program, which is the current industry standard for training and certifying sewer collection system field crew.

In addition, annual spill emergency response training occurs in the office and in the field. The Water Distribution Superintendent is responsible for scheduling and documenting training sessions for City staff.

7-2.1 Office Training

Initial Spill Receipt training is arranged by the Water Distribution Superintendent. Training includes review of the correct procedures for receiving calls, recording the information on the Spill Initial Receipt Form (Appendix B-2), and notification of the field crew.

Office training of field crew is conducted by the Water Distribution Superintendent. This involves complete review of the following documents and/or procedures:

1. The SERP plan document review
2. The SERP flowchart (Appendix B-1)
3. Regulatory agency notification and reporting requirements (Appendix B-3)
4. Filling out the Spill Report (Appendix B-5)
5. Sewers, Drainage Conveyance Systems, and Surface Waters Maps (Appendix A)
6. Spill volume calculation methodologies (Appendix C-1 and C-2)
7. Post-Spill Response evaluation procedures

7-2.2 Field Training

Field training of the field crew **is** conducted by the Water Distribution Superintendent. The following training topics are reviewed in the field once per year:

1. Safety Procedures
2. Operation of the City's combination/vactor trucks

3. Field spill volume estimation, with training simulations
4. Review of all available equipment on the combination/vactor trucks
5. Review of all spare parts available at the City yard
6. Containment and clean up procedures
7. Gravity sewer correction procedures
8. Sewer lift station and forcemain correction procedures

7-2.3 Other Training Opportunities

The City will participate in other training opportunities made available from nearby agencies including but not limited to:

- Orange County Sanitation District (OCSD)
- SoCal Waste Discharge Requirements Group
- California Water Environment Association (CWEA)
- Water Emergency Response Organization of Orange County (WEROC)

7-2.4 Training Logs

The Water Distribution Superintendent keeps records of all SERP related training. Sign-in sheets include the training topic, date, time, and list of all attendees. All sign-in sheets, agendas, handout material, quizzes, etc will be maintained electronically.

7-3 Spill Emergency Response Plan Evaluation

The main goal of the spill emergency response plan is to ensure prompt response to a spill and to minimize the spill volumes. The City conducts routine evaluations of its procedures to ensure that the response is effective.

7-3.1 Key Performance Indicators

Key performance indictors (KPI) will be reviewed by the City to ensure that the current spill response procedures are efficient. The KPIs include:

- Number of spills
- % of recovered volume versus total spill volume
- Verification that the notification procedures were followed for each spill event
- Verification that the response procedures were followed for each spill event
- Verification that reporting to regulatory agencies were conducted correctly for each spill event
- Verification that training was conducted as scheduled

7-3.2 Spill Event Response Evaluation

Order 2022-0103-DWQ requires that the spill response procedures be reviewed following each spill event. The City will conduct an evaluation of the effectiveness of the response procedures per the Spill Response Evaluation Form, which is included in Appendix F-1.

7-3.3 Annual Spill Emergency Response Plan Document Evaluation

Order WQ 2022-0103-DWQ requires that the effectiveness of the SERP be reviewed annually, at minimum. The SERP document will be evaluated per the SERP Document Annual Evaluation Form, which is included in Appendix F-2.

7-3.4 Change Log

The City performs spill event response evaluations and annual SERP evaluations. Adjustments to the SERP procedures and report will be tracked in the Change Log, included at the beginning of the SERP.

APPENDIX A-1

Sewers, Drainage Conveyance Systems, and Surface Waters (West)

Los Angeles County

City of La Habra

City of Fullerton

Brea

Legend

- Brea Lift Stations
- Brea Catchbasins
- Brea Force mains
- Brea Gravity Sewer
- OCSD Gravity Trunk Sewers
- OCFCD Open Channel (Surface Water)
- OCFCD Drainage Conveyance System
- Brea Storm Drains
- City of Brea Boundary

N

0 800 1,600 Feet

OCFCD (A01)
Coyote Creek Channel

OCSD
Imperial Relief Interceptor/
Miller Holder Trunk

OCFCD (A07)
Imperial Channel

OCFCD (A04)
Brea Canyon Channel

OCFCD (A04)
Brea Canyon Channel

Briarwood Lift Station

Brea Creek Lift Station

OCFCD (A06)
Loftus Diversion Channel

Sources: Esri, HERE, Garmin, Intermap, increment P C Community

City of BREA

AKM

PROJECT NO: 1041892

DATE: June 2024

CITY OF BREA
SPILL EMERGENCY RESPONSE PLAN

Sewers, Drainage Conveyance Systems and Surface Waters (West)

Appendix A-1

APPENDIX A-2

Sewers, Drainage Conveyance Systems, and Surface Waters (East)

Los Angeles County

San Bernardino County

Brea Sphere of Influence

Brea Sphere of Influence

City of Yorba Linda

La Floresta Lift Station

Legend

- Brea Lift Stations
- Brea Catchbasins
- Brea Force mains
- Brea Gravity Sewer
- OCSD Gravity Trunk Sewers
- OCFCD Open Channel (Surface Water)
- OCFCD Drainage Conveyance System
- Brea Storm Drains
- City of Brea Boundary

N

0 800 1,600 Feet

Sources: Esri, HERE, Garmin, Intermap, increment P C Community

City of BREA

AKM

PROJECT NO: 1041892

DATE: June 2024

CITY OF BREA
SPILL EMERGENCY RESPONSE PLAN

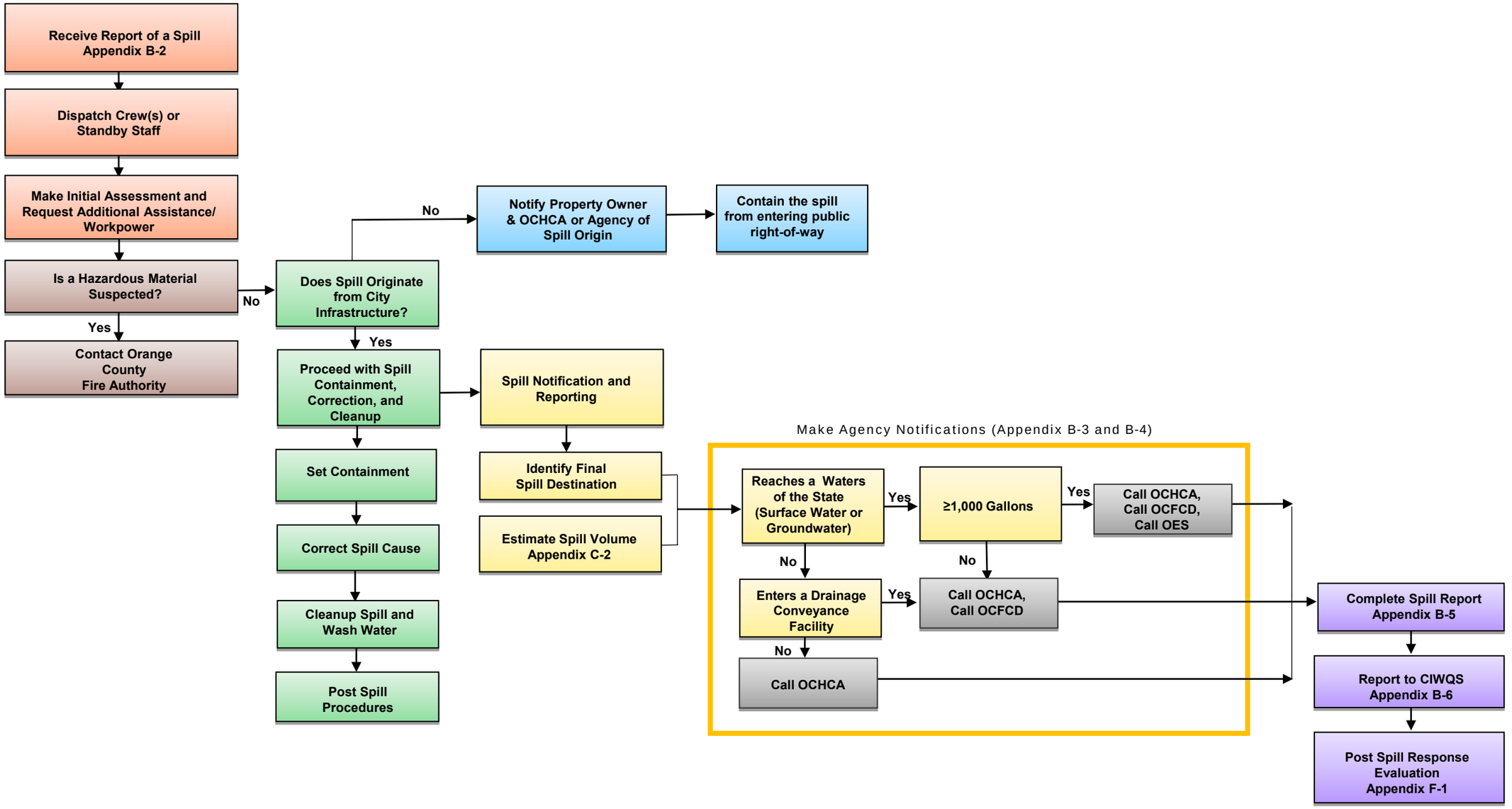
Sewers, Drainage Conveyance Systems and Surface Waters (East)

Appendix A-1

APPENDIX B-1

Spill Emergency Response Flowchart

Appendix B-1
City of Brea
Spill Emergency Response Flowchart



APPENDIX B-2

Spill Initial Receipt Form

Appendix B-2
Spill Initial Receipt Form

Date	
Time that the Spill was Reported	
Approximate Time Spill Started (If known)	
Name of Person who Reported Spill	
Address of Person who Reported Spill	
Telephone Number of Person who Reported Spill	
Location of Spill	
Has the spill reached a catch basin or drainage conveyance system, or is in close proximity?	
Description of Problem	
Additional Information	
Time Maintenance Staff Called	
Name of Maintenance Staff Called	

APPENDIX B-3

Spill Notification and Reporting Requirements

Appendix B-3
Spill Notification and Reporting Requirements

Deadline	Category 1 Spill	Category 2 Spill	Category 3 Spill	Category 4 Spill	Lateral Spill	No Spill
As soon as practical within 2 hours after: - knowledge of the spill; and - notification can be provided without substantially impeding cleanup or other emergency measures	Notify OCHCA and OCFCD. For spills 1,000 gallons or greater, discharging or threatening to discharge to surface waters (does not include groundwater), notify OES and obtain a notification control number.	Notify OCHCA Notify OCFCD if spill enters drainage conveyance system. For spills 1,000 gallons or greater, discharging or threatening to discharge to Waters of the State (includes groundwater), notify OES and obtain a notification control number.	Notify OCHCA Notify OCFCD if spill enters drainage conveyance system.	Notify OCHCA Notify OCFCD if spill enters drainage conveyance system.	Notify OCHCA Notify OCFCD if spill enters drainage conveyance system.	
Within 18 hours of knowledge of spill	Conduct water quality sampling of the receiving water within 18 hours of initial knowledge of spill of 50,000 gallons or greater to surface waters.					
3 business days after knowledge of spill	Submit Draft Spill Report to the online CIWQS Sanitary Sewer System Database	Submit Draft Spill Report to the online CIWQS Sanitary Sewer System Database				
15 calendar days after the spill end date	LRO must submit Certified Spill Report to the online CIWQS Sanitary Sewer System Database	LRO must submit Certified Spill Report to the online CIWQS Sanitary Sewer System Database				
Within 30 calendar days after the end of the month in which the spill occurred			LRO must submit monthly Certified Spill Report to the online CIWQS Sanitary Sewer System Database	LRO must report and certify the estimated total spill volume exiting the sanitary sewer system and the total number of all Category 4 spills into the online CIWQS Sanitary Sewer System Database	LRO must report and certify the estimated total spill volume exiting the sanitary sewer system and the total number of all owned and/or operated lateral spills into the online CIWQS Sanitary Sewer System Database. It is optional to report private system and private lateral spills.	LRO must submit a “No Spill” certification statement to the online CIWQS Sanitary Sewer System Database
45 calendar days after the spill end date	LRO must submit Spill Technical Report to the online CIWQS Sanitary Sewer System Database for a spill in which 50,000 gallons or greater discharged to surface waters					
90 calendar days after the spill end date	LRO must submit Amended Spill Report to the online CIWQS Sanitary Sewer System Database	LRO must submit Amended Spill Report to the online CIWQS Sanitary Sewer System Database	LRO must submit Amended Spill Report to the online CIWQS Sanitary Sewer System Database			
By February 1st after the end of the calendar year in which the spill occurs				Upload and certify a report, in an acceptable digital format, of all Category 4 spills to the online CIWQS Sanitary Sewer System Database	Upload and certify a report, in an acceptable digital format, of all Category owned and/or operated lateral spills to the online CIWQS Sanitary Sewer System Database. It is optional to report private system and private lateral spills.	

APPENDIX B-4

Resource Phone List

Appendix B-4
Resource Phone List

Contact	Business Number	Secondary Number, Website, Email
City Contacts		
Public Works Director	714-990-7698	
Water Distribution Superintendent	714-240-9490	
Water Distribution Supervisor	714-883-9644	
Maintenance Services Worker II	562-665-7633	
Environmental Services Coordinator	714-448-4827	
Emergency Contacts		
Brea Fire Department	(714) 900-7944	(714) 900-7911
Orange County Fire Authority	(714) 744-0455	9-1-1
Brea Police Department	(714) 990-7623	(714) 990-7911
California Highway Patrol Orange County Communication Center	(949) 559-7888	(714) 559-7888
County of Orange Sheriff's Department	(949) 770-6011	(949) 770-6011
Orange County Control 1 (Emergency Communications Bureau)	(714) 628-7008	(714) 628-7008
Southern California Edison	(800) 611-1911	
Notification Agencies		
State of California, Office of Emergency Services	(800) 852-7550	
Orange County Fire Authority	(714) 744-0455	9-1-1
Orange County Health Care Agency	(714) 433-6000	(714) 628-7008 (Control 1)
Office Staff	(714) 433-6419	
Private Property	(714) 433-6140 (714) 433-6000	(714) 936-4697 (mobile)
Public Right-of-way	(714) 433-6015	
Orange County Flood Control District (OCFCD)	(714) 955-0600	(714) 628-7008 (Control 1)
24-Hour Hotline	(877) 897-7455	(877) 897-7455
"Water Pollution" service request	https://myoceservices.ocgov.com/ServiceRequest	
Regional Water Quality Control Board (RWQCB) Region 8	(951) 782-4130	(951) 782-4130
Najah Amin	(951) 320-6362	
Nearby Sewer Agencies		
Orange County Sanitation District	(714) 593-7025	
City of Fullerton Maintenance Services	(714) 738-6897	
City of Fullerton Police Dispatch	(714) 738-6800	
City of Placentia Public Works	(714) 993-8245	
City of Placentia Police Dispatch	(714) 993-8064	
City of Yorba Linda Public Works	(714) 961-7170	
On-Call Contractors		
Jamison Engineering	(714) 434-9196	(714) 620-5048 (Don Jamison)
Pro-Pipe	(909) 598-9743 (800) 386-1497 (714) 920-1648	Nherrera@hswcorp.com (Nick Herrera)
Performance Pipeline	(714) 536-7386	
United Pumping Service, Inc.	(626) 961-9326	http://www.unitedpumping.com pjheintz@unitedpumping.com (Pamela Heintz)
Laboratory and Environmental Consultant		
Sierra Analytical Laboratory (ELAP Certificate 2320) - Rick Forsyth	(949) 348-9389	www.sierralabs.net/sierra.html sierralabs@sierralabs.net
Associated Laboratories	(714) 771-6900	www.associatedlabs.com info@associatedlabs.com

APPENDIX B-5

Spill Report

APPENDIX B-5
CITY OF BREA
SPILL REPORT

General Spill Information

Date of Incident: _____ **Call Time**: _____ am/pm **Spill Start Time**: _____ am/pm

Arrival Time: _____ am/pm **Spill Stop Time**:_____ am/pm

Location of Incident / Manhole ID(s):_____

_____

GPS Coordinates: **Latitude** _____ **Longitude**: _____

Weather Conditions during Spill Event: ☐ Dry Weather ☐ Wet Weather

Sewer Component: ☐ Manhole ☐ Clean Out ☐ Interceptor ☐ Other_____

Ownership: ☐ City ☐ Private ☐ Other _____ **Hot Spot?** ☐ Yes ☐ No

Reported by	**Property Owner/Agent/Manager/Spill Witness**
Name: _____	Name: _____
Address: _____	Address: _____
Phone: _____	Phone: _____

Signature: _____ **Date:** _____

Name(s) of Employee(s) Responding

Name:_____

Name:_____

Name:_____

Name:_____

Name:_____

Name:_____

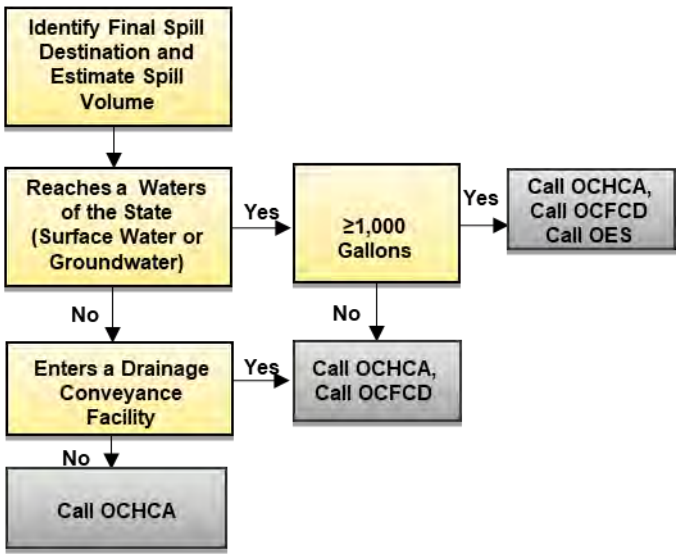
Name:_____

Spill Category

☐ **Category 1 Spill** ☐ **Category 2 Spill** ☐ **Category 3 Spill** ☐ **Category 4 Spill**

☐ **City of Brea Lateral Spill** ☐ **Private Spill**

Notifications



OES (Office of Emergency Services)

Date/Time Called: _____ am/pm

Spoke to: _____

Control # _____

Orange County Health Care Agency (OCHCA)

Date/Time Called: _____ am/pm

Spoke to: _____

Orange County Flood Control District (OCFCD)

Date/Time Called: _____ am/pm

Spoke to: _____

Cause of Spill: (Check all that Apply)

☐ Construction	☐ Manhole Condition/Failure	☐ Pump Station Failure
☐ Debris	☐ Pipeline Condition/Failure	☐ Roots
☐ Grease	☐ Power Failure	☐ Vandalism
☐ Unknown	☐ Other_____	

Action Taken: (Check all that Apply)

☐ Called coworkers for assistance

☐ Contained w/ sandbags, absorbent materials, etc.

☐ Rubber mats placed over drainage conveyance system inlets

☐ Determined blockage location	☐ Cleared blockage
☐ Notified proper agencies	☐ Notified contractors
☐ Photos taken of spill, containment, and cleanup	
☐ Flow returned to normal	☐ Calculated spill volume
☐ Recovered spill from drainage conveyance system	☐ Returned waste & wash water back to sewer
☐ Washed & vacuumed street	☐ CCTV Inspection

☐ Talked to Residents/Witnesses

☐ Other _____

Photos Taken: (Check all that Apply)

☐ Location of spill and/or spill origin

☐ Extent of spill spread and spill boundaries

☐ Drainage conveyance system entry and exit locations

☐ Location(s) of discharge into surface waters

☐ Location(s) of clean up

☐ Post clean-up site conditions

☐ Other _____

☐ Other _____

☐ Other _____

Photos of receiving waters:

☐ Waterbody bank erosion

☐ Floating matter

☐ Water surface sheen

☐ Discoloration of receiving water

☐ Impact to the receiving water

☐ Post clean-up site conditions

☐ Other _____

☐ Other _____

☐ Other _____

Other Information

Blockage Cleared Footage: _____ ft

Spill Volume: _____gal **Spill Volume that Entered Drainage Conveyance System:** _____gal

Spill Volume Recovered from Drainage Conveyance System: _____ gal

Spill Volume Lost: _____ gal

Spill Volume Calculation Methodology: _____

Location of Drainage Conveyance System where Spill Entered: _____

Describe Drainage Conveyance System Transporting Spill:_____

Wash Water Volume: _____ gal

Wash Water Lost: _____ gal **Finish Cleanup Time:** _____ am/pm

Description Discharge Point(s) to Surface Water:_____

_____

_____

Name and Type of Receiving Water:_____

_____

Additional description of spill containment, correction, and cleanup procedures:
(Attach additional sheet, if needed)

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

Sketches

Reference Information

□ **Category 1 Spill (Discharge from or caused by a Brea Sewer)** - *A spill of **any** volume of sewage that results in a discharge to a surface water (flow or no flow) or a drainage conveyance system that discharges to a surface water, when the sewage is not fully captured and returned to the sanitary sewer system or disposed of properly.* Call OCHCA and OCFCD. Spills greater than or equal to 1,000 gallons, Call OES and make sure you obtain a control number. Also, notify a supervisor as soon as possible. Call OCHCA, OCFCD, and OES **within 2 hours of becoming aware of the spill**.

□ **Category 2 Spill (Discharge from or caused by a Brea Sewer)** - *A spill of 1,000 gallons or greater that does not discharge to a surface water (spills that enter the drainage conveyance system must be fully captured and recovered).* Call OCHCA as soon as possible. Call OCFCD as soon as possible if spill enters strop drain. If spill reaches groundwater, Call OES and obtain a control number.

□ **Category 3 Spill (Discharge from or caused by a Brea Sewer) -** *A spill equal to or greater than 50 gallons and less than 1,000 gallons that does not discharge to a surface water (spills that enter the drainage conveyance system must be fully captured and recovered).* Call OCHCA as soon as possible. Call OCFCD as soon as possible if spill enters a drainage conveyance system

□ **Category 4 Spill (Discharge from or caused by a Brea Sewer) -** *A spill of less than 50 gallons that does not discharge to a surface water (spills that enter the drainage conveyance system must be fully captured and recovered).* Call OCHCA as soon as possible. Call OCFCD as soon as possible if spill enters drainage conveyance system

□ **City of Brea Lateral Spill -** *A City lateral spill is a spill of any volume that originates in a City owned lateral associated with City owned buildings/facilities.* Call OCHCA as soon as possible.

□ **Private Spill-** *A private spill is a spill of any volume that originates in a private sewer system or private lateral. Private spills are the responsibility of the property owner.* Call OCHCA as soon as possible.

APPENDIX B-6

Monitoring and Reporting Data by Spill Category Summary

Appendix B-6
Monitoring and Reporting Data by Spill Category Summary

Type	Photographs	SWRCB Spill Category						
		Category 1			Category 2		Category 3	Category 4 & Lateral Spills
		Draft Spill Report	Certified Spill Report	Spill Technical Report[1]	Draft Spill Report	Certified Spill Report	Monthly Certified Report	Annual Certified Report
Location	Location of the spill and/or spill origin	X		X	X		X	X
	Extent of spill spread and spill boundaries	X		X	X		X	X
	Drainage conveyance system entry and exit locations	X		X	X		X	X
	The location(s) of discharge into surface waters	X		X	X			
	The location(s) of clean up	X		X	X			
Spill Character-istics	Floating matter			X				
	Water surface sheen (potentially from oil and grease)			X				
	Discoloration of receiving water			X				
Effects of Spill	Impact to the receiving water			X				
	Waterbody bank erosion			X				
	Post clean up site conditions			X				

Type	Report Information	SWRCB Spill Category						
		Category 1			Category 2		Category 3	Category 4 & Lateral Spills
		Draft Spill Report	Certified Spill Report	Spill Technical Report[1]	Draft Spill Report	Certified Spill Report	Monthly Certified Report	Annual Certified Report
Initial Response	Contact information: Name and telephone number of contact person, who will be available to respond to spill-specific questions	X			X		X	X
	Spill location name	X			X		X	X
	Date and time notified of, or self-discovered, the spill	X			X		X	
	Operator arrival time	X			X		X	
	Date and time the California Office of Emergency Services (OES) was notified and the assigned OES control Number.	X			X			
	Complete and detailed explanation of how and when the spill was discovered.			X				

Type	Report Information	SWRCB Spill Category						
		Category 1			Category 2		Category 3	Category 4 & Lateral Spills
		Draft Spill Report	Certified Spill Report	Spill Technical Report[1]	Draft Spill Report	Certified Spill Report	Monthly Certified Report	Annual Certified Report
Location	GPS coordinates (latitude and longitude) of where the spill originated. If a single spill event results in multiple appearance points, provide GPS coordinates for appearance point closest to the failure point and describe each additional appearance point	X			X		X	X
	Description of the spill event destination, including GPS coordinates of full spread and reach of spill.		X			X	X	
	Diagram showing the spill failure point, appearance point(s), the spill flow path and ultimate destinations.			X				
Spill Volume	Estimated total spill volume exiting the system	X			X		X	X
	Description of extent of spill and spill boundaries	X			X		X	
	Estimated spill volume that discharged to surface waters	X						
	Estimated total spill volume recovered	X			X			
	Description of spill volume estimation calculation: Methodology and assumptions of data relied upon, determining the recovered spill volume; and determining spill start and stop time.		X	X		X	X	X
Spill Charac-teristics	Estimated spill start date and time	X			X		X	X
	Spill end date and time		X			X	X	
	Spill response completion date		X			X		
Spill Cause	Spill cause(s)		X	X		X	X	X
	System failure location (main, lateral, pump station, etc)		X			X	X	X
	Description of pipe material and age at failure location		X	X		X	X	
	Was the spill associated with a storm event?		X			X	X	
	Historical maintenance records for the failure location.			X				

Type	Report Information	SWRCB Spill Category						
		Category 1			Category 2		Category 3	Category 4 & Lateral Spills
		Draft Spill Report	Certified Spill Report	Spill Technical Report[1]	Draft Spill Report	Certified Spill Report	Monthly Certified Report	Annual Certified Report
Effects of Spill	Description of the impact of the spill		X	X		X	X	
	If the spill reached a drainage conveyance system, describe the drainage conveyance system transporting the spill, the estimated spill volume recovered from the drainage conveyance system, and spill volume remaining within the drainage conveyance system.	X			X		X	X
	Description of all discharge point(s) to the surface water	X						
	Name and type of the receiving water body		X					
	Description of the receiving water body: Impact on aquatic life, public closure/restricted access, responsible entity for closing/restricting use of water body, and number of days closed/restricted as a result of spill.		X					
	Was spill located within 1,000 feet of a municipal surface water intake?		X			X		
	Description of short-term and long-term impact(s) to beneficial use of surface water.			X				
Response	Description of spill response activities (containment and cleanup)		X			X	X	X
	Description of spill corrective action, including steps planned or taken to reduce, eliminate and prevent reoccurrences of the spill and a schedule of major milestones for these steps. Actions can include but not limited to enforcement action against illicit discharges, system modifications, O&M program modifications, and adjustments to the SERP procedures.		X	X		X	X	
	Description of investigation and findings of the cause of the spill		X			X	X	
	Reasons for an ongoing investigation of the cause of the spill and anticipated date of completion.		X			X		
	Copy of original field crew records used to document the spill			X				
	Chronological narrative describing actions taken to terminate the spill			X				
	Description of how SERP report was implemented to respond to and mitigate the spill			X				

Type	Report Information	SWRCB Spill Category						
		Category 1			Category 2		Category 3	Category 4 & Lateral Spills
		Draft Spill Report	Certified Spill Report	Spill Technical Report[1]	Draft Spill Report	Certified Spill Report	Monthly Certified Report	Annual Certified Report
Sampling	If water quality samples were collected, identify sample location and parameters for the water quality samples.		X					
	Description of water quality sampling activities conducted			X				
	List of pollutants, parameters monitored, sampled, and analyzed			X				
	Laboratory results and laboratory report			X				
	Location map, illustrating all water sampling points			X				
	Other regulatory agency receiving water sample results			X				

[1] *Spill Technical Report is required for Category 1 spills of 50,000 gallons or more that are discharged to a surface water*

APPENDIX B-7

Water Sampling Requirements

Appendix B-7
Title 40, Code of Federal Regulations, Part 136:
List of Approved Biological Methods for Wastewater and Sewage Sludge

Bacteria					
Parameter and Units	**Method**	**EPA**	**Standard Methods**	**AOAC, ASTM, USGS**	**Other**
1. Coliform (fecal), number per 100 mL or number per gram dry weight	Most Probable Number (MPN), 5 tube, 3 dilution, or	p. 132,3 1680,11 15 1681 11 20	9221 E–2014		
	Membrane filter (MF) 2 5, single step	p. 124 3	9222 D–2015 29	B–0050–85 4	
2. Coliform (fecal), number per 100 mL	MPN, 5 tube, 3 dilution, or	p. 132 3	9221 E–2014; 9221 F–2014 33		
	Multiple tube/multiple well, or				Colilert-18®.13 18 28
	MF 2 5, single step 5	p. 124 3	9222 D–2015 29		
3. Coliform (total), number per 100 mL	MPN, 5 tube, 3 dilution, or	p. 114 3	9221 B–2014		
	MF 2 5, single step or two step	p. 108 3	9222 B–2015 30	B–0025–85 4	
	MF 2 5, with enrichment	p. 111 3	9222 B–2015 30		
4. *E. coli,* number per 100 mL	MPN 6 8 16 multiple tube, or		9221 B2014/9221 F–2014 12 14 33		
	multiple tube/multiple well, or		9223 B–2016 13	991.15 10	Colilert® 13 18 Colilert-18® 13 17 18
	MF 2 5 6 7 8, two step, or		9222 B–2015/9222 I–2015 31		
	Single step	1603 21			m-ColiBlue24®.19
5. Fecal streptococci, number per 100 mL	MPN, 5 tube, 3 dilution, or	p. 139 3	9230 B–2013		
	MF 2, or	p. 136 3	9230 C–2013 32	B–0055–85 4	
	Plate count	p. 143 3			
6. Enterococci, number per 100 mL	MPN, 5 tube, 3 dilution, or	p. 139 3	9230 B–2013		
	MPN 6 8, multiple tube/multiple well, or		9230 D–2013	D6503–99 9	Enterolert®.13 23
	MF 2 5 6 7 8 single step or	1600 24	9230 C–2013 32		
	Plate count	p. 143 3			
7. *Salmonella,* number per gram dry weight 11	MPN multiple tube	1682 22			

Appendix B-7
Title 40, Code of Federal Regulations, Part 136:
List of Approved Biological Methods for Wastewater and Sewage Sludge

Aquatic Toxicity					
Parameter and Units	**Method**	**EPA**	**Standard Methods**	**AOAC, ASTM, USGS**	**Other**
8. Toxicity, acute, fresh water organisms, LC50, percent effluent	Water flea, Cladoceran, *Ceriodaphnia dubia* acute	2002.0 25			
	Water fleas, Cladocerans, *Daphnia pulex* and *Daphnia magna* acute	2021.0 25			
	Fish, Fathead minnow, *Pimephales promelas,* and Bannerfin shiner, *Cyprinella leedsi,* acute	2000.0 25			
	Fish, Rainbow trout, *Oncorhynchus mykiss,* and brook trout, *Salvelinus fontinalis,* acute	2019.0 25			
9. Toxicity, acute, estuarine and marine organisms of the Atlantic Ocean and Gulf of Mexico, LC50, percent effluent	Mysid, *Mysidopsis bahia,* acute	2007.0 25.			
	Fish, Sheepshead minnow, *Cyprinodon variegatus,* acute	2004.0 25			
	Fish, Silverside, *Menidia beryllina, Menidia menidia,* and *Menidia peninsulae,* acute.	2006.0 25.			

Appendix B-7
Title 40, Code of Federal Regulations, Part 136:
List of Approved Biological Methods for Wastewater and Sewage Sludge

Aquatic Toxicity					
Parameter and Units	**Method**	**EPA**	**Standard Methods**	**AOAC, ASTM, USGS**	**Other**
10. Toxicity, chronic, fresh water organisms, NOEC or IC25, percent effluent	Fish, Fathead minnow, *Pimephales promelas,* larval survival and growth	1000.0 26			
	Fish, Fathead minnow, *Pimephales promelas,* embryo-larval survival and teratogenicity	1001.0 26			
	Water flea, Cladoceran, *Ceriodaphnia dubia,* survival and reproduction	1002.0 26			
	Green alga, *Selenastrum capricornutum,* growth	1003.0 26			
11. Toxicity, chronic, estuarine and marine organisms of the Atlantic Ocean and Gulf of Mexico, NOEC or IC25, percent effluent	Fish, Sheepshead minnow, *Cyprinodon variegatus,* larval survival and growth	1004.0 27.			
	Fish, Sheepshead minnow, *Cyprinodon variegatus,* embryo-larval survival and teratogenicity	1005.0 27			
	Fish, Inland silverside, *Menidia beryllina,* larval survival and growth	1006.0 27			
	Mysid, *Mysidopsis bahia,* survival, growth, and fecundity	1007.0 27			
	Sea urchin, *Arbacia punctulata,* fertilization	1008.0 27			

APPENDIX C-1

Orange County
Sewer Spill
Estimation Guide



SEWER SPILL ESTIMATION GUIDE

Developed by the Orange County Area Waste Discharge Requirements Steering Committee

Sewer Spill Estimation Guide

A Guide to Estimating Sanitary Sewer Overflow (SSO) Volumes

Developed by the Orange County Area
Waste Discharge Requirements Steering Committee
Orange County, CA

February 18, 2014

Acknowledgements

This Sewer Spill Estimation Guide has been compiled through the efforts of members of the Orange County Wastewater Discharge Requirements (WDR) Steering Committee. This committee was originally formed to address the requirements of the original WDR imposed by the California Regional Water Quality Board, Region 8 and later the statewide WDR imposed by the California State Water Resources Control Board. Committee members who assisted in the compilation of this Sewer Spill Estimation Guide are:

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Peggy Echavarria	Executive Assistant	Orange County Sanitation District
Gene Estrada	Environmental Program Manager	City of Orange
Rob Hamers	District Engineer	Costa Mesa Sanitary District
Robert Kreg	(Former) Director of Support Services	South Coast Water District (Retired)

Disclaimer

This Sewer Spill Estimation Guide is freely offered to agencies to assist the user with the estimation process for a sanitary sewer overflow. Methods used for spill estimation and the estimate itself are solely the responsibility of the agency making the estimate. The authors or contributors to this Sewer Spill Estimation Guide do not accept any responsibility for the spill estimation methods used; their accuracy or any spill estimate determined through the use of this guide. Information found in this guide is commonly available on the internet and is also common practice with many cities and sewering agencies throughout Southern California.

No statewide or national standards issued by a regulatory agency exist at this time.

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SSO Volume Estimation

Accurate flow estimation is essential to determine the volume of a Sanitary Sewer Overflow (SSO). An accurate estimate of an SSO is required for reporting to the California Integrated Water Quality System (CIQWS) and to the Orange County Health Care Agency. The estimated volume of an SSO is used to determine the category of the SSO and can also be used in the calculation of penalties or fines from the State or Regional Water Quality Control Boards in California. Additionally, accurate flow estimation is important to determine the extent of the cleanup and its effectiveness.

Volume estimation is basically the flow rate (gallons per minute) times the amount of time (in minutes) the flow has occurred. Each SSO tends to be unique requiring different strategies for determining the volume of the SSO. Different methods can also be used for the same SSO acting as a check to ensure the most accurate estimate. The method(s) utilized will be determined by several factors including the type of SSO and the personnel responding. Some SSO volumes, due to terrain, rainfall or other factors, can be very difficult for field staff to determine and may require someone with additional expertise. There is no one method that works for all types of SSOs. The following are methods that may be utilized for SSO volume estimation. These methods are effective means of estimating a sewer spill volume during dry weather but may not be effective during rain events.

During rain events, infiltration and/or inflow into the collection system and runoff in the stormwater system, including the curb and gutter, can affect the SSO estimate. When estimating an SSO during a rain event, the SSO estimate is to include only the wastewater that left the collection system and not any waters that the wastewater comingled with after leaving the system. The same is true for any wash down water; although contaminated, the water is not considered part of the SSO estimate. Any water that infiltrated into the collection system upstream of the SSO and subsequently became part of the SSO is included in the SSO volume estimate.

Start Time

Determining the start time for an SSO is one of the most critical, yet can be one of the most difficult, factors to determine. Depending upon the location and time of day, an SSO may occur for some time before it is reported to the City or Agency or it may trickle for an extended period of time before being noticed. What is known is that the SSO started some time before the City or Agency was notified. It is common for SSOs to start and stop as flows in the pipeline routinely rise and fall because most blockages do not entirely block the flow in the pipe. Every effort should be utilized to determine the most accurate start time of each SSO. These efforts may include:

- If possible, contact the person who reported the SSO to determine when they became aware of the SSO.
- Make contact with residences or businesses in the area of the SSO to determine if there were any witnesses that could help establish the start time.
- Conditions change during the SSO. This is particularly true in remote areas out of public view. Initially, there may be an amount of toilet paper and solids around the spill site. This will increase the longer the SSO continues. After a few days to a week, these may form a light brown residue that may turn dark after a few weeks to a month.

Stop Time

The stop time is the time that wastewater stopped overflowing. For manhole covers in low areas, this is noted by water flowing back into the manhole through the vent holes and should be easy to determine by SSO response personnel. Care should be taken to accurately record the time that the SSO stopped.

Photographs

Take photographs of the spill event. Try to include objects of known size in the photographs to give a perspective of the extent of the spill. Photographs should include the initial spill, remediation efforts, clean up, and the spill area after the spill remediation has been completed. Photographs should be maintained with the spill report information.

Flow Rate

The flow rate is the volume of flow per unit time that is escaping from the collection system. SSOs do not always occur at a constant rate. This is because flows into the collection system are not constant and rise and fall throughout the day. Additionally, most blockages are not full blockages. Pressure buildup as the wastewater surcharges in the pipe can cause the blockage to clear or partially clear, resulting in changes to the flow rate.

To make an SSO volume estimate as accurate as possible, the onsite City or Agency employee should note the time and the amount of change of any significant differences in flow noticed during the event. For example, if the employee determines the flow rate escaping from the manhole is 100 gallons per minute when they arrive on scene but noticed that it has dropped to 50 gallons per minute five minutes later, their report should reflect that fact. The estimated flow rate and the time period for that flow rate should be recorded. During any one SSO event there could be multiple flow rates spread over the duration of the SSO.

Volume Estimation Methods

Visual or Eyeball Method

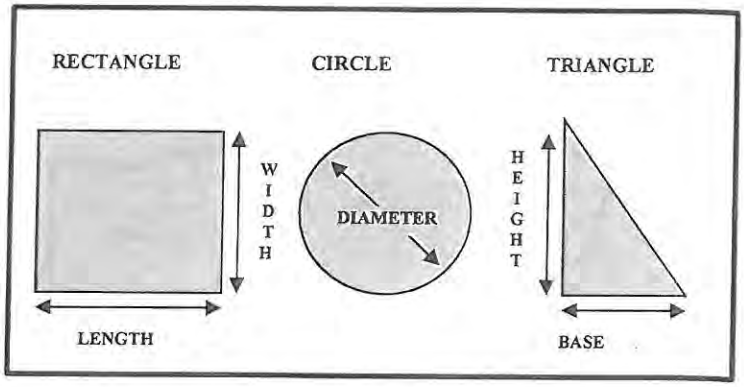
The volume of small spills can be estimated using an "eyeball estimate." To use this method, imagine the amount of water that would spill from a bucket or a barrel. A full bucket may contain 1, 2 or 5 gallons and a barrel contains 55 gallons when full. If the spill is larger than 55 gallons, try to divide the standing water into barrels and then multiply by 55 gallons. This method is useful for contained spills up to approximately 200 gallons. This method can be useful on spills that occur on hard surfaces such as concrete or asphalt. Crews can be trained by estimating the volume of a measured amount of potable water spilled upon concrete and asphalt surfaces.

Measured Volume

The volume of most small spills that have been contained can be estimated using this method. The shape, dimensions, and the depth of the contained wastewater are needed. The shape and

dimensions are used to calculate the area of the spills and the depth is used to calculate the volume.

Common Shapes and Dimensions



1. Sketch the shape of the contained wastewater.
2. Measure or pace off the dimensions.
3. Measure the depth at several locations and select an average.
4. Convert the dimensions, including depth, to feet.
5. Calculate the area:

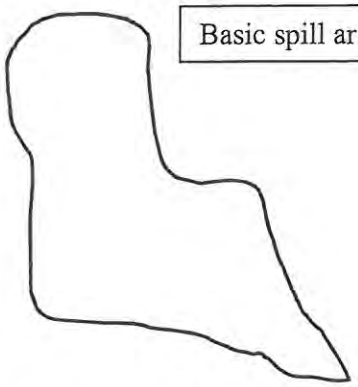
   Rectangle: Area = length (feet) x width (feet)

   Circle: Area = diameter (feet) x diameter (feet) x 3.14 divided by 4

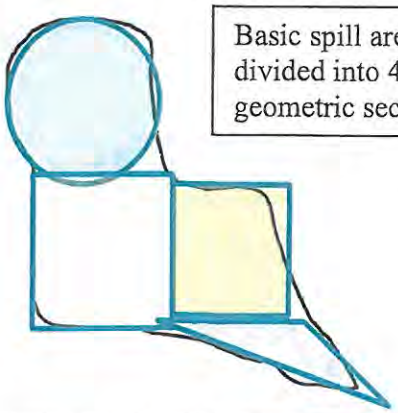
   Triangle: Area = base (feet) x height (feet) x 0.5
6. Multiply the area (square feet) times the depth (in feet) to obtain the volume in cubic feet.
7. Multiply the volume in cubic feet by 7.48 to convert to gallons

Not all SSOs will conform to a specific shape. When this occurs, break up the area of the SSO into various shapes or segments, then calculate the amount of wastewater spilled in each segment, adding them together to arrive at the total spill volume.

Example:

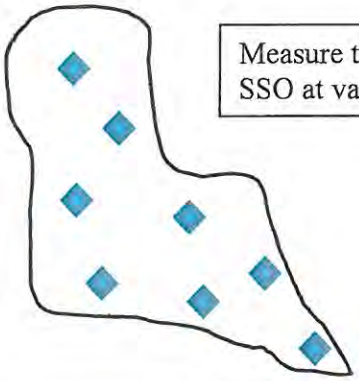


Basic spill area



Basic spill area divided into 4 geometric sections.

Determine the area of each of the geometric sections adding them all together to determine the total area of the spill.



Measure the depth of the SSO at various locations.

Where it is difficult to measure wet spots on asphalt, use a depth of 0.0026'or 1/32". For wet spots on concrete use depths of 0.0013'or 1/64" for reasonable estimates.

Inch to Feet Conversion:

Inches	to	Feet
1/8"	=	0.01'
1/4"	=	0.02'
3/8"	=	0.03'
1/2"	=	0.04'
5/8"	=	0.05'
3/4"	=	0.06'
7/8"	=	0.07'
1"	=	0.08'
2"	=	0.17'
3"	=	0.25'
4"	=	0.33'
5"	=	0.42'
6"	=	0.50'
7"	=	0.58'
8"	=	0.67'
9"	=	0.75'
10"	=	0.83'
11"	=	0.92'
12"	=	1.00'

Sample Calculation:
A 20 ft x 20 ft square wet spot on concrete equals 3.9 gal and for asphalt is 7.8 gal.

Counting Connections

Once the location of the blockage has been established, the amount of the SSO could be estimated by counting the number of upstream connections. On the sewer atlas maps or GIS system, locate the pipeline where the SSO occurred. Count all of the developed parcels that are connected to the pipeline upstream of the blockage. The typical single family residential parcel may discharge 8 to 10 gallons of wastewater per hour during active times of the day. For a multi-family residential development such as an apartment or condo complex, count each apartment as a single family residential unit. Use the higher flow number (10 gallons per hour) during typical peak flow hours and the lower flow number (8 gallons per hour) during low flow periods. Multiply the number of connections times the average flow (8 to 10 gallons per hour) times the time period (duration) that the SSO occurred.

Example for an SSO occurring on a weekday at 8:00am:

Number of upstream connections	22
Estimated flow per parcel	10 gallons per hour
Duration of SSO event	45 minutes
Total spill estimation (22 x 10 x .75)	165 gallons

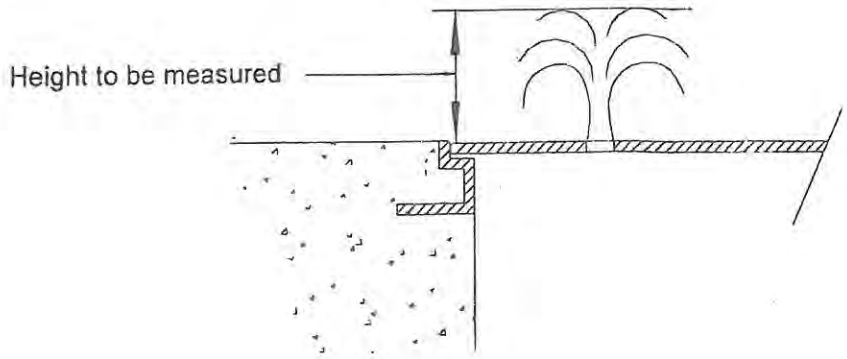
(22 connections x 10 gallons per hour x 45 minutes (.75 hour) = 165 gallons)

Data may be available in your drainage area from your capacity planners at your city or agency. Consult with them on reasonable flow amounts or rates of flow.

Pick and Vent Holes in Manhole Covers

Small SSOs will occur where the wastewater escaping from the manhole is isolated to the pick or vent holes in the cover. Larger SSOs may involve both the discharge from the pick and/or vent holes and the gap between the manhole cover and manhole frame. To estimate an SSO occurring from the manhole pick and vent holes, measure the height of the wastewater plume exiting the holes. Find that height and hole diameter on the manhole pick or vent hole chart to determine the flow rate escaping the pick/vent hole. Multiply the flow rate times the number of holes that are discharging wastewater. Once the total volume (gpm) has been determined,

multiply the gpm by the duration of the SSO in minutes. This will result in the total estimated gallons of the SSO.



Example: Measured height of plume exiting pick/vent hole is 1 inch from a ½-inch vent hole and there are 4 vent holes. The total volume per minute would be .94 gpm per hole (from attached chart) or 3.76 gpm total (.94 gpm x 4 holes) from the manhole cover. If the SSO lasted one hour, the total wastewater lost would be 226 gallons (3.76 x 60 = 225.6).

Number of pick holes	4
Flow from each pick hole	.94 gpm
Duration of SSO	60 minutes
Total SSO volume (.94 x 4 x 60=225.6)	226 gallons

Pick and Vent Hole Estimation Chart

Estimated Flows thru Manhole Cover Vent Holes and Pick Holes for SSO estimating

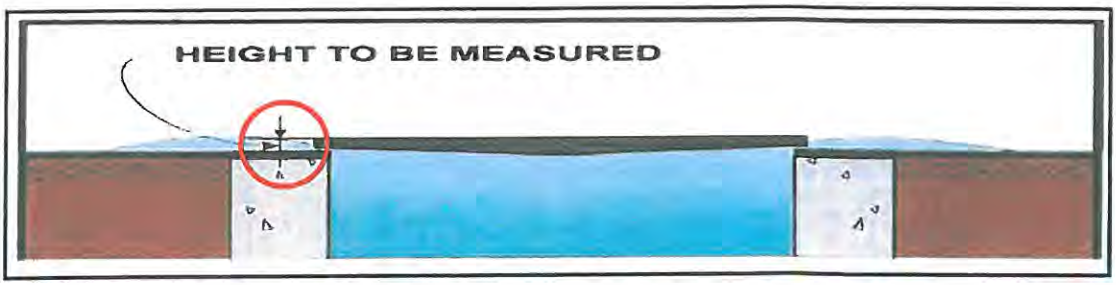
Hole Dia. inches	Area sq. ft.	Coeff.of Vel. Cv	Coeff. Of Cont. Cc	C Cv x Cc	Water Ht inches	Water Ht inches	Water Ht feet	Q cfs	Q gpm	Q gph
	Formula: =0.785*Ax*Ax/144			Formula: =Ix*449			Formula: =Gx/12	Formula: =Ex*Bx*(SQRT(2*32.2*Hx))	Formula: =Ix*449	Formula: =Jx*60
Vent Hole										
0.50	0.00136	0.945	0.70	0.662	1/16 th	0.063	0.005	0.0005	0.23	14
0.50	0.00136	0.945	0.70	0.662	1/8 th	0.125	0.010	0.0007	0.33	20
0.50	0.00136	0.945	0.70	0.662	1/4 th	0.250	0.021	0.0010	0.47	28
0.50	0.00136	0.945	0.70	0.662	one half	0.500	0.042	0.0015	0.66	40
0.50	0.00136	0.945	0.70	0.662	3/4 ths	0.750	0.063	0.0018	0.81	49
0.50	0.00136	0.945	0.70	0.662	1 inch	1.000	0.083	0.0021	0.94	56
Vent Hole										
0.75	0.00307	0.955	0.67	0.640	1/16 th	0.063	0.005	0.0011	0.51	31
0.75	0.00307	0.955	0.67	0.640	1/8 th	0.125	0.010	0.0016	0.72	43
0.75	0.00307	0.955	0.67	0.640	1/4 th	0.250	0.021	0.0023	1.02	61
0.75	0.00307	0.955	0.67	0.640	one half	0.500	0.042	0.0032	1.44	87
0.75	0.00307	0.955	0.67	0.640	3/4 ths	0.750	0.063	0.0039	1.77	106
0.75	0.00307	0.955	0.67	0.640	1 inch	1.000	0.083	0.0045	2.04	122
Vent Hole										
1.00	0.00545	0.960	0.65	0.624	1/16 th	0.063	0.005	0.0020	0.88	53
1.00	0.00545	0.960	0.65	0.624	1/8 th	0.125	0.010	0.0028	1.25	75
1.00	0.00545	0.960	0.65	0.624	1/4 th	0.250	0.021	0.0039	1.77	106
1.00	0.00545	0.960	0.65	0.624	one half	0.500	0.042	0.0056	2.50	150
1.00	0.00545	0.960	0.65	0.624	3/4 ths	0.750	0.063	0.0068	3.06	184
1.00	0.00545	0.960	0.65	0.624	1 inch	1.000	0.083	0.0079	3.54	212
Pick Hole semicircular area										
1.00	0.00273	0.960	0.65	0.624	1/16 th	0.063	0.005	0.0010	0.44	27
1.00	0.00273	0.960	0.65	0.624	1/8 th	0.125	0.010	0.0014	0.63	38
1.00	0.00273	0.960	0.65	0.624	1/4 th	0.250	0.021	0.0020	0.89	53
1.00	0.00273	0.960	0.65	0.624	one half	0.500	0.042	0.0028	1.25	75
1.00	0.00273	0.960	0.65	0.624	3/4 ths	0.750	0.063	0.0034	1.53	92
1.00	0.00273	0.960	0.65	0.624	1 inch	1.000	0.083	0.0039	1.77	106
1.00	0.00273	0.960	0.65	0.624	1-1/2 inch	1.500	0.125	0.0048	2.17	130
1.00	0.00273	0.960	0.65	0.624	2 inches	2.000	0.167	0.0056	2.51	150

Courtesy of OCSD: Created 5/17/99, as an estimating tool for field staff. This is based on flow through orifices assumptions. Your city or agency may want to develop a similar tool.

$Q=CA(2gh)^{.5}$ Where Q=cfs C=0.624 A=area(sq. ft.) g=32.2 ft/sec/sec h= water height (ft.)

Manhole Ring

Some manhole covers in use today typically only have one pick hole forcing most of the wastewater to escape from the perimeter of the manhole cover during higher flow SSOs. To estimate the volume in this example, measure the observed height of the wastewater plume exiting the manhole cover. Find the height and manhole diameter on the Manhole with Cover in Place to determine the flow rate escaping the manhole. The chart has two columns, one for 24-inch diameter covers and one for 36-inch diameter covers. Wastewater will also be escaping from the pick hole and must be accounted for separately by following the instructions for estimating an SSO from pick/vent hole. Multiply the flow rate times the number of holes that are discharging. The total estimated rate (gpm) is determined by adding together the rate being lost (gpm) from around the cover with the rate being lost (gpm) from the pick and/or vent hole(s). Once the total rate (gpm) has been determined, multiply the gpm by the duration of the SSO in minutes. This will result in the total estimated gallons of the SSO.



Example: The measured height of the plume exiting the ring of a 36-inch manhole is 1 inch. The total volume per minute would be 13 gpm from around the ring of a 36-inch manhole cover (from the attached chart). (Calculate the amount exiting the pick hole(s) and add to the total being lost around the ring). If the SSO lasted one hour the total wastewater lost would be 780 gallons (13 x 60 = 780).

Estimated loss around ring (from chart)	13 gpm
Duration of SSO	60 minutes
Total SSO (without loss from pick hole)	780 gallons

(13 gal/min x 60 minutes = 780 gallons plus amount lost from pick hole(s))

ESTIMATED SSO FLOW OUT OF MH WITH COVER IN PLACE

24" COVER

Height of spout above M/H rim H in inches	S S O Q	FLOW	Min. Sewer size in which these flows are possible
	in gpm	in MGD	
1/4	1	0.001	
1/2	3	0.004	
3/4	6	0.008	
1	9	0.013	
1 1/4	12	0.018	
1 1/2	16	0.024	
1 3/4	21	0.030	
2	25	0.037	
2 1/4	31	0.045	
2 1/2	38	0.054	
2 3/4	45	0.065	
3	54	0.077	
3 1/4	64	0.092	
3 1/2	75	0.107	
3 3/4	87	0.125	
4	100	0.145	
4 1/4	115	0.166	
4 1/2	131	0.189	
4 3/4	148	0.214	
5	166	0.240	
5 1/4	185	0.266	
5 1/2	204	0.294	
5 3/4	224	0.322	6"
6	244	0.352	
6 1/4	265	0.382	
6 1/2	286	0.412	
6 3/4	308	0.444	
7	331	0.476	
7 1/4	354	0.509	
7 1/2	377	0.543	
7 3/4	401	0.578	8"
8	426	0.613	
8 1/4	451	0.649	
8 1/2	476	0.686	
8 3/4	502	0.723	
9	529	0.761	

36" COVER

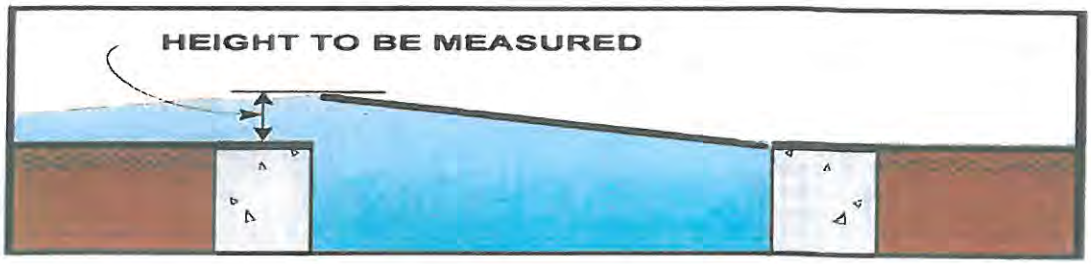
Height of spout above M/H rim H in inches	S S O Q	FLOW	Min. Sewer size in which these flows are possible
	in gpm	in MGD	
1/4	1	0.002	
1/2	4	0.006	
3/4	8	0.012	
1	13	0.019	
1 1/4	18	0.026	
1 1/2	24	0.035	
1 3/4	31	0.044	
2	37	0.054	
2 1/4	45	0.065	
2 1/2	55	0.079	
2 3/4	66	0.095	
3	78	0.113	
3 1/4	93	0.134	
3 1/2	109	0.157	
3 3/4	127	0.183	
4	147	0.211	
4 1/4	169	0.243	
4 1/2	192	0.276	
4 3/4	217	0.312	6"
5	243	0.350	
5 1/4	270	0.389	
5 1/2	299	0.430	
5 3/4	327	0.471	
6	357	0.514	
6 1/4	387	0.558	8"
6 1/2	419	0.603	
6 3/4	451	0.649	
7	483	0.696	
7 1/4	517	0.744	
7 1/2	551	0.794	
7 3/4	587	0.845	10"
8	622	0.896	
8 1/4	659	0.949	
8 1/2	697	1.003	
8 3/4	734	1.057	
9	773	1.113	

The formula used to develop Table 1 measures the maximum height of the water coming out of the maintenance manhole above the rim. The formula was taken from Hydraulics and Its Application by A.H. Gibson (Constable & Co. Limited).

Partially Covered Manhole

Sometimes an SSO will occur that only lifts one side of the manhole cover. This is especially true of manholes where the cover is on an incline with the cover lifting on the downward side of the manhole. To estimate the volume of an SSO under these conditions, calculate the area (in square feet) from where the wastewater is escaping and the velocity (in feet per second) that the wastewater is normally traveling in the sewer at half the pipe depth. The velocity is estimated from visual observation with 2 feet/second or less being a small velocity, 4 to 5 feet/second being a medium velocity, and 7 feet/second or higher being a large velocity. Velocities in the sewer above 7 feet/second may be strong enough to blow the manhole cover off. Higher velocities also tend to raise the manhole lid higher. Next, multiply by the duration

(in seconds) that the SSO occurred. Finally, multiply by 7.48 to determine the volume of the SSO in gallons. The formula is Volume (gallons) = Area (sq. ft.) x Velocity (ft/sec) x Time (in seconds) x 7.48 (gal/cu. ft.).



Example: The measured height of the plume exiting the side ring of a 24-inch manhole is 2 inches. Based upon the data provided in the Area Calculation Chart below, a 2-inch plume from one side of a 24-inch manhole cover provides 0.524 square feet of area. The velocity of the flow is estimated at 4 ft/sec (visual observation) with the assumed duration of the flow lasting for one hour. The total amount of the SSO is estimated at 56,441 gallons (.524 x 4 x 60 x 60 x 7.48 = 56,441)

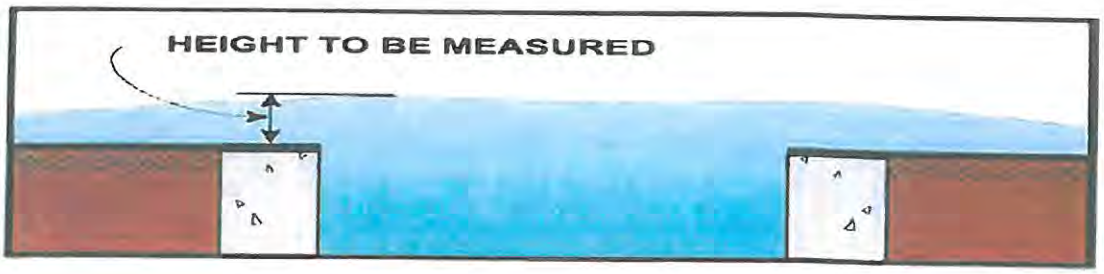
Height of plume	2 inches
Area for 24 inch manhole	0.524 square feet
Estimated velocity	4 ft/sec
Duration of SSO	60 minutes
Conversion from cu. ft. to gallons	7.48
Total estimated SSO volume	56,441 gallons

(.524 sq. ft. x 4 ft/sec x 60 minutes x 60 sec/min x 7.48 gal/cu ft = 56,441 gal)

Area Calculation Chart		
Height of Flow	24 Inch Manhole	36 Inch Manhole
.5 inches	0.131 sq. ft.	0.195 sq. ft.
1 inches	0.262 sq. ft.	0.391 sq. ft.
1.5 inches	0.393 sq. ft.	0.586 sq. ft.
2 inches	0.524 sq. ft.	0.782 sq. ft.
2.5 inches	0.655 sq. ft.	0.977 sq. ft.
3 inches	0.786 sq. ft.	1.173 sq. ft.
3.5 inches	0.917 sq. ft.	1.368 sq. ft.
4 inches	1.048 sq. ft.	1.564 sq. ft.

Open Manhole

In large events the force of the overflowing wastewater will have sufficient pressure and volume to unseat the cover from the frame and move the manhole cover away from the manhole. Typically, when the SSO rates reach approximately 7 cfs (approximately 3,000 gpm or about 4.32 mgd), there is sufficient flow and pressure to blow off the manhole cover. To estimate the volume of an SSO where the manhole cover has been removed, the average height of the plume of wastewater exiting the manhole must be measured. This measurement is from the pavement surface close to the manhole ring to the top of the plume. Take several measurements in several locations around the ring and average the findings. If possible, and being safe to protect yourself from the open manhole, find the average height of the plume for the size of the manhole lid (24-inch or 36-inch diameter) on the Area Calculation Chart to determine the rate of flow exiting the manhole. Multiply the flow rate expressed in gallons per minute from the chart multiplied by the duration of the SSO in minutes to determine the total volume of the SSO. A photo taken at a safe distance upon arrival may help you refine your estimate.



Example: Determine the observed height of the plume at several locations around the ring of the manhole and average the results. Determine the size of the manhole cover. If the average height of the plume exiting an open 24-inch diameter manhole is 2 inches, find 2 inches on the 24-inch Manhole Cover Removed Chart. Based upon the data provided in the Manhole Cover Removed Chart, the flow in gallons per minute would be 3,444 gpm. If the duration of the flow lasted for one hour (60 minutes), the total amount of the SSO would be estimated at 206,640 gallons (3,444 x 60 = 206,640).

Height of plume (average) on 24-inch manhole	2 inches
Estimated flow from chart	3,444 gpm
Duration of SSO	60 minutes
Estimated SSO total volume	206,640 gallons

(Est flow from chart 3,444 x 60 minutes = 206,640)

ESTIMATED SSO FLOW OUT OF M/H WITH COVER REMOVED

24" FRAME

Water Height above M/H frame H in inches	S S O FLOW Q in gpm	in MGD	Min. Sewer size in which these flows are possible
1/8	28	0.04	
1/4	62	0.09	
3/8	111	0.16	
1/2	160	0.23	
5/8	215	0.31	6"
3/4	354	0.51	8"
7/8	569	0.82	10"
1	799	1.15	12"
1 1/8	1,035	1.49	
1 1/4	1,340	1.93	15"
1 3/8	1,660	2.39	
1 1/2	1,986	2.86	
1 5/8	2,396	3.45	18"
1 3/4	2,799	4.03	
1 7/8	3,132	4.51	
2	3,444	4.96	21"
2 1/8	3,750	5.4	
2 1/4	3,986	5.74	
2 3/8	4,215	6.07	
2 1/2	4,437	6.39	
2 5/8	4,569	6.58	24"
2 3/4	4,687	6.75	
2 7/8	4,799	6.91	
3	4,910	7.07	

36" FRAME

Water Height above M/H frame H in inches	S S O FLOW Q in gpm	in MGD	Min. Sewer size in which these flows are possible
1/8	49	0.07	
1/4	111	0.16	
3/8	187	0.27	6"
1/2	271	0.39	
5/8	361	0.52	8"
3/4	458	0.66	
7/8	556	0.8	10"
1	660	0.95	12"
1 1/8	1,035	1.49	
1 1/4	1,486	2.14	15"
1 3/8	1,951	2.81	
1 1/2	2,424	3.49	18"
1 5/8	2,903	4.18	
1 3/4	3,382	4.87	
1 7/8	3,917	5.64	21"
2	4,458	6.42	
2 1/8	5,000	7.2	24"
2 1/4	5,556	8	
2 3/8	6,118	8.81	
2 1/2	6,764	9.74	
2 5/8	7,403	10.66	
2 3/4	7,972	11.48	30"
2 7/8	8,521	12.27	
3	9,062	13.05	
3 1/8	9,604	13.83	
3 1/4	10,139	14.6	
3 3/8	10,625	15.3	36"
3 1/2	11,097	15.98	
3 5/8	11,569	16.66	
3 3/4	12,035	17.33	
3 7/8	12,486	17.98	
4	12,861	18.52	
4 1/8	13,076	18.83	
4 1/4	13,285	19.13	
4 3/8	13,486	19.42	

Disclaimer:
This sanitary sewer overflow table was developed by Ed Euyen, Civil Engineer, P.E. No. 33955, California, for County Sanitation District 1. This table is provided as an example. Other Agencies may want to develop their own estimating tables.

Pictorial Reference

Currently there are two picture charts being widely used to assist with estimating SSO volumes. The older chart is the city of San Diego's Manhole Overflow Rate Chart with the

newer chart being the CWEA Southern Section Collection Systems Committee (SSCSC) Manhole Overflow Gauge. Each chart is a pictorial depiction of how an overflowing manhole appears at a given flow rate. The SSCSC Manhole Overflow Gauge has an additional picture for each flow rate showing a wide angle view of the spill area. When using either of the pictorial reference charts, select which picture most accurately represents the SSO being estimated. Use the gpm of the associated picture multiplied times the duration of the SSO to determine the total spill volume. Example: If the selected picture shows 300 gpm and the duration of SSO is 55 minutes, the total estimated spill volume would be 16,500 gallons (300 gpm x 55 min).

Selected picture volume	300 gpm
Duration of SSO	55 minutes
Total estimated SSO	16,500 gallons
(300 gpm x 55 minutes = 16,500 gallons)	

Note: Data was obtained at training facilities where potable water was metered and photos were taken at various flow rates.

Training facilities also exist at the Orange County Sanitation District in Fountain Valley, CA.

As a reference point, an 8-inch diameter sewer flowing half full at a velocity of 2.5 ft/sec would have a flow rate of about 192 gal/min. If fully blocked, the SSO rate would be 192 gpm. For a partial blockage, the SSO rate will be less.

Other agencies have developed above ground estimating tools such as frame and cover sets that can be pressurized using potable water and simple flow meters.

City of San Diego Manhole Overflow Picture Chart

City of San Diego
Metropolitan Wastewater Department

Reference Sheet for Estimating Sewer Spills from Overflowing Sewer Manholes

All estimates are calculated in gallons per minute (gpm)

Wastewater Collection Division
(619) 654-4160

5 gpm

25 gpm

50 gpm

100 gpm

150 gpm

200 gpm

225 gpm

250 gpm

275 gpm

All photos were taken during a demonstration using metered water from a hydrant in cooperation with the City of San Diego's Water Department

rev 4/09

SSCSC Manhole Overflow Gauge

SSCSC MANHOLE OVERFLOW GAUGE

Overflow Simulation courtesy of Eastern Municipal Water District

DISCLAIMER: The overflow simulation may appear differently from those in other systems because of the manhole lid pick hole configuration. Manhole lids with single or multiple pick holes may appear differently during overflow conditions. However, the volume of exfiltration and the footprint of the wet area should appear relatively the same under similar scope conditions.

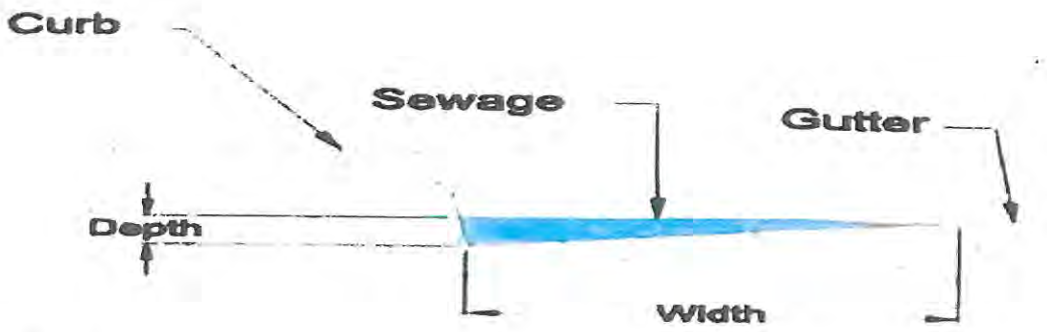
CWEA SOUTHERN SECTION COLLECTION SYSTEMS COMMITTEE

PROVIDING QUALITY TRAINING FOR COLLECTION SYSTEM PERSONNEL SINCE 1991

Mission Statement: To continuously increase the level of professionalism of Collection Systems personnel involved in the operation, maintenance, design and construction of Wastewater Collection Systems, by providing education and training, taking an active role in promoting certification, and recognizing proficiency in our field.

Gutter Flow (Simplified Version)

Although the traditional Manning's Equation is used to calculate flows in open channels, this simplified version can be used to measure SSOs that are flowing in open channels such as ditches, curb and gutter, etc. and still achieve reasonable estimations. Two things need to be determined to utilize this method of spill estimation, the cross sectional area of the channel and the velocity of the flow in the channel. First, determine the cross sectional dimensions of the channel (width and depth of flow) to determine the area of the flow. Then determine the velocity of the flow in the channel. To determine the velocity, drop a small floating object (ping pong ball, leaf, small piece of wood, etc.) into the flow and time how long it takes the object to travel a measured distance. This should be practiced several times in a non-SSO situation, and averaged to determine the flow velocity. The velocity of the flow multiplied by the cross sectional area of the flow multiplied by the duration of the SSO will result in the approximate volume of the SSO.



$Q = V \times A$

Flow (gal/min) = Velocity (ft/sec) x Area (ft^2) x 7.48 gal/cu ft x 60 sec/min

Example: If the cross section triangular area of the spill is calculated at .5 sq.ft. with the velocity measured at .25 ft. per second, the flow would be .125 cubic feet per second. Multiply times 449 (one cubic foot per second equals 449 gallons per minute) to determine the gallons per minute (56 gpm). If the SSO lasted for 35 minutes the total estimated spill volume would be 1,964 gallons.

Simplified Cross Section Area of the SSO	
Estimated Triangular Area	0.5 square feet
Estimated Velocity	.25 feet per second
Duration of the SSO	35 minutes
Gallons per minute per cubic foot per second conversion	449
Total estimated spill volume	1,964 gallons

(Area .5 sq.ft. x Est velocity .25 ft. per sec. = .125 cfs x 449 = 56 gpm x 35 minutes = 1,964 estimated gallons spilled)

Gutters on steep hillsides will flow at higher velocities. Practice your estimating on flatter areas and steeper areas of your service area.

Bucket Method

This method can be used for small spills due to partial blockages where the entire flow stream could be captured in a bucket. Estimate how many minutes it takes to fill the bucket. Dividing the volume of the bucket (in gallons) by the elapsed time to fill the bucket (in minutes). This provides the flow rate in gallons per minute (gpm). Once the gpm has been established, multiply the gpm by the total time duration in minutes of the SSO until it stopped to determine the total estimated volume of the SSO.

Example: If it takes 30 seconds (.5 minutes) to fill a 5 gallon bucket and the total spill duration was 20 minutes, the total spill volume would be 200 gallons. (5gal/.5 min = 10 gpm x 20 min = 200 gal).

Time to fill a 5 gallon bucket	30 seconds (.5 minute)
Duration of SSO	20 minutes
Estimated spill volume	200 gallons

(5 gallons every 30 seconds equals 10 gallons per minute x 20 minutes = 200 gallons)

You can practice visual estimating by filling a bucket of known volume for a measured time from a garden hose.

Pipe Size

To calculate an SSO based upon pipe size requires the diameter of the pipe, the depth of flow in the pipe downstream of the blockage during and after the blockage, and the flow velocity in the pipe. This method calculates the amount of flow in the pipe at the same time of the day during the blockage compared to the amount of flow normally in the pipe to determine how much flow had been lost over time.

To use this method, measure the flow depth at the nearest manhole downstream from the blockage. Record the depth reading. Once the blockage has been cleared and the flow stabilized, measure the flow depth at the same manhole as before and record the reading. The attached chart can be used on various size pipelines where the velocity is 2.0 feet per second. Pipelines of other rates will have to be calculated.

To use the attached chart, find the depth of the flow during the blockage in column 1. Follow the row across to the diameter of the pipe where the blockage has occurred. The number listed will be the flow rate in gallons per minute for pipelines with a velocity of 2 feet per second. Next find the flow depth after the blockage has been removed and the flow stabilized. Move across the chart to the proper pipe size and record the flow rate for a free flowing pipeline. Subtract the flow rate from the blocked pipe from the flow rate of the free flowing pipe. The remainder will be the flow rate lost. Multiply the flow rate lost times the duration of the SSO to determine the total flow volume lost. Example: If the flow depth during the blockage of a 10-inch pipe was 1 inch, the flow rate would 25 gpm. After the blockage was cleared and the flow stabilized, the flow depth was now 5 inches then the flow rate would be 240 gpm. To determine the amount lost, subtract the gpm (pipe blocked) from the gpm (pipe cleared) (240 gpm – 25 gpm = 215gpm) leaving the flow rate of the SSO. Multiply the remaining flow rate multiplied by the duration of the SSO in minutes to estimate the total volume of the SSO.

Flow Depth Inches	8 " PIPE	10" PIPE	12" PIPE	15" PIPE	18" PIPE	21" PIPE	24" PIPE
1	20 GPM	25 GPM	30 GPM	35 GPM	40 GPM	45 GPM	50 GPM
2	60	70	80	85	95	105	125
3	110	125	135	150	175	185	210
4	160	180	200	235	260	285	320
5	190	240	280	315	360	380	445
6	260	310	355	415	455	500	555
7	290	370	425	495	570	620	695
8	320	430	500	600	680	760	815
9		465	575	690	800	890	985
10		490	625	775	905	1005	1120
11			685	870	1020	1135	1275
12			715	935	1130	1260	1410
13				1020	1240	1415	1580
14				1070	1345	1520	1690
15				1105	1425	1650	1850
16					1495	1760	1990
17					1550	1880	2110
18					1595	1980	2285
19						2050	2410
20						2115	2530
21						2160	2630
22							2700
23							2765
24							2820

Note: the chart assumes V = 2.0 feet per second and n = 0.013

1. Record the time that spill was reported.
2. Record the flow, in inches, downstream of the spill or blockage. Record the pipe size in inches. Determine flow rate in gallons per minute (GPM) using chart above.
3. Re-establish flow and allow stabilizing. Record the time that flow stabilizes and the depth of flow, in inches. Determine flow rate using chart above.
4. Subtract the flow rate calculated in #2 from the flow rate calculated in #3.
5. Multiply the result of 4 by the minutes elapsed from notification to stopping overflow.
6. Report total amount in gallons on the SSO Report.

Note: The above chart is only for pipelines of the diameters shown and flowing at a velocity of 2.0 ft/sec.

Metered Flow

Estimates of the amount of wastewater spilled from a continuously metered system can be achieved utilizing upstream and downstream flow meters located close to the point where the wastewater escaped. Flow meters may be located at strategic locations throughout the wastewater collection system or at the intake or discharge of wastewater pump or lift stations. Flow metering usually occurs on pressure systems. If a spill is suspected on a metered upstream wastewater line, check the flow meter readings for abnormalities and note the time they start. Also check the flow meter readings at the downstream flow meter. If the downstream readings are lower than usual, the difference may be the amount of wastewater being lost to a spill. Abnormal pumping cycles for pump or lift stations located downstream from the spill can also be used to estimate the volume of a spill. Portable flow meters could also be installed in gravity sewers after a SSO event to help verify average flows at various times of the day when full or partial blockages may have occurred. You should also perform

this on the same day of the week that the SSO occurred. This is also a good way to understand how flows will change during the day in various parts of your system.

Rain Events

Previous examples of methods throughout the document were all in dry weather situations. Rain events cause substantial difficulties for SSO responders in establishing an accurate estimate of an SSO. Infiltration into the sewer system will increase, sometimes dramatically, the system flow including the amount of the SSO. When estimating the SSO amount during a rain event, the estimate is to include only the amount of wastewater that left the collection system (this includes any clear water inflow and/or infiltration (I&I) that entered the collection system upstream of the SSO) and not any waters that the wastewater comingled with after leaving the system. Although the comingled waters are considered contaminated by the SSO and may be involved in the cleanup, they should not be considered in the estimate of the volume of sewage spilled for the event. Consult with your city or agency management or your site-specific procedures to be used during wet weather SSOs.

Saturated Soils

Spills that have occurred on or migrated to grassy or dirt areas can be estimated if the area is dry and is not regularly irrigated like a field or dirt parking lot. This method is effective only during dry weather and not during or after a rain event. To estimate how much wastewater has been lost to the soil, first determine how many cubic feet of soil has been wetted. First determine the size of the area where the spill occurred. This is done in the same manner as for spills that occurred on hard surfaces and as discussed in the Measured Volume Method. Next determine how deep the soil has been saturated. To determine the depth of the soil saturation, dig several test holes with a round point shovel until dry soil is reached. Measure the depth of each hole and determine the average depth of the saturated soil. Multiply the area of the spill (in square feet) times the average depth of the soil saturation to determine the amount (in cubic feet) of saturated soil. Different types of soils will retain moisture in different amounts. Water will penetrate sandy soils quicker than clay soils and clay soils are capable of holding more moisture than sandy soils. Use an average of 18% moisture content when estimating the amount of wastewater that has saturated the soil.

Example: If the spill was contained in a dry dirt or grassy area of 10 feet by 20 feet, the area of the spill would be 200 square feet if it was a perfect rectangle (assumed). If the wastewater penetrated the soil to an average depth of 3 inches, the total amount of saturated soil would be 50 cubic feet (10 x 20 x .25 = 50 cf.). To determine the amount of wastewater suspended in the wetted soil, multiply the 50 cubic feet times 7.48 gallons per cubic foot (50 cf x 7.48 gal/cf = 374 gallons). Next multiply the gallons times the average amount of moisture the soil can hold (use 18% as a rough estimate or calculate the soil moisture) to determine the actual estimated amount of wastewater that has saturated the soil (374 gal x .18 = 67.3 gallons of wastewater contained in the soil for the area of the spill). Add the amount of wastewater estimated to be contained in the soil with the amount of surface wastewater that was removed to achieve an estimated total amount of the wastewater spill.

Simple method to calculate soil moisture content:
Equipment needed: One coffee filter; a funnel; a graduated measuring cup; a jar or bottle. Place the coffee filter into the funnel. Place the funnel into the mouth of the jar or bottle. Place one cup of clean dry soil from the spill site onto the coffee filter. Pour one cup (8 ounces) of water onto the soil and allow the water to drain into the jar. Once the water has stopped dripping from the funnel, remove the funnel and measure the amount of water in the jar. The difference between the amount of water in the jar and the 8 ounces originally poured over the soil is the amount of moisture the soil retained.

Example: If six and one half ounces (6.5) remained in the jar, one and one half ounce (1.5) or 18.75% remained in the soil. The soil moisture content would be 18.75%.

Combo Truck or Vacuum Truck Recovery

When the spill is contained to a specific area and recovered by a combo or vacuum truck, the amount recovered can be used in calculating the amount of the original spill. If the spill is contained on a hard surface, estimate the total spill volume by what was captured by the combo or vacuum truck plus the amount that could not be captured. To estimate the amount not captured by the combo or vacuum truck, use the Measured Volume Method. For wet spots on concrete, use a depth of 0.0013 ft. or 1/64 inch. For wet stains on asphalt, use a depth of

0.0026 ft. or 1/32 inch. If the spill is contained on soil, use the Saturated Soils Method to determine how much of the spill soaked into the soil and add to the amount captured by the combo or vacuum truck.

Conversion Factors

1.0 cfs = .6463 mgd

One cubic foot of water (cf) = 7.48 gallons

One cubic foot of water per second (cfs) = 448.8 gallons per minute

A cylinder 1 foot in diameter and one foot deep = 5.87 gallons

A 1 square foot triangle 1 foot deep = 3.25 gallons

One inch or 1/12 ft = .083 feet

Volumes Recovered with Trucks or Pumped to Tanks

Level gauge on truck or

Known volume of the full tank or

Number of full tank trucks used during large SSO events

Use your agency's approved conversion factors, if available.

References

California Environmental Protection Agency

http://www.calepa.ca.gov/

State Water Resources Control Board

http://www.swrcb.ca.gov/

Sanitary Sewer Overflow (SSO) Reduction Program

http://www.swrcb.ca.gov/water_issues/programs/sso/index.shtml

Sample Worksheet

_____
(City or Agency Name)

SSO Volume Estimation Worksheet

SSO Address/Location:_____ **Date:** _____

_____

SSO Volume Method of Estimation (check appropriate box and provide appropriate information for method used below)

Pictorial Reference Flow Rate Chart (San Diego Chart ☐ CWEA Ruler ☐)
Vent or Pick Holes ☐ Eyeball estimate ☐

Measured volume ☐ Counting Connections ☐ Manhole Ring ☐ Partially Covered Manhole ☐ Open Manhole ☐

Bucket Method ☐ Pipe Size Method ☐ Gutter Flow Method ☐ Metered Flow ☐
Rain Event Method ☐

Saturated Soils Method ☐ Combo/Vacuum Truck Recovery Method ☐

Spill Start Date: _____ Spill Start Time:_____

Spill End Date: _____ Spill End Time: _____ Total Est. Spill Volume (gal):_____

Provide a detailed description of the method(s) used to determine the SSO estimate. (Use additional sheets as needed)

Signed: _____ **Date:** _____

APPENDIX C-2

Volume Estimate Forms

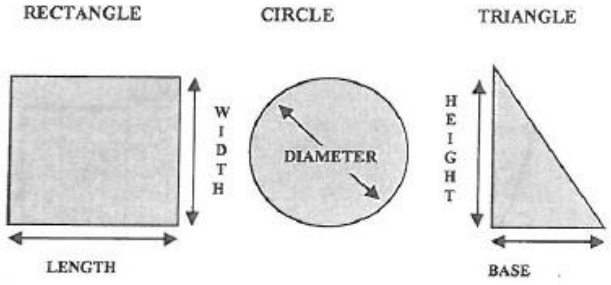
MEASURED VOLUME METHOD
FIELD INSPECTION FORM

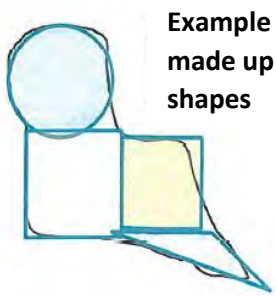
1. Sketch shape of contained spill.

Sketch spill

Shape 1		**Shape 2**	
Length	_____	Length	_____
Width	_____	Width	_____
Diameter	_____	Diameter	_____
Shape 3		**Shape 4**	
Length	_____	Length	_____
Width	_____	Width	_____
Diameter	_____	Diameter	_____

2. Identify Shape Dimensions. (May Require Multiple Shapes)





Example area is made up of 4 shapes

3. Calculate Area

f. Rectangle: Length (ft) x Width (ft)
g. Circle: Diameter (ft) x 3.14 ÷ 4
h. Triangle: Length (ft) x Width (ft) ÷ 2

4. Measure Spill Depth

a. Average of multiple sample depths.
b. For wet spots, assume depth:
1/32" for asphalt
1/64" for concrete

5. Calculate Volume

d. Calculated Area (ft^2) x Average Depth (ft)
e. 7.48 gallons per cubic foot (ft^3)

Field Calculations

Total Gallons

Depth
Sample 1 _____
Sample 2 _____
Sample 3 _____
Sample 4 _____
Sample 5 _____
Sample 6 _____
Sample 7 _____
Sample 8 _____
Average Depth _____

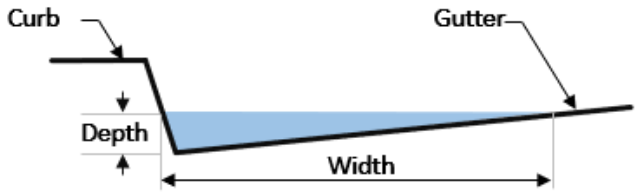
GUTTER FLOW METHOD
FIELD INSPECTION FORM

Gutter Flow Method can be used for estimating spill volumes in open channels such as ditches, curve and gutter, etc.

1. **Identify surface geometry: Curb & Gutter, V-Gutter, or Rectangular Channel.**
2. **Measure spill depth (ft) and width (ft)**
3. **Calculate cross sectional flow area.**
4. **Measure spill velocity.**
   - **Predetermine a travel distance**
   - **Measure the time it takes an object (leaf or ping pong ball) to travel that predetermined travel distance.**

   Velocity (ft/s) = Distance (ft) / Time (seconds)
5. **Calculate the spill flowrate:**
   Flowrate (ft^3/s) = Cross Sectional Area (ft^2) x Velocity (ft/s)
   1 cubic foot = 7.48 gallons
   1 minute = 60 seconds
6. **Measure the depth and velocity if it changes over during the spill event**
7. **Calculate the flow volume:**
   Volume (ft^3) = Flowrate (ft^3/s) x Spill Duration (s)
   1 cubic foot = 7.48 gallons
   If the flow depth changes over time, the total volume is equal to the sum of the calculated volume at each flow depth.

Curb & Gutter



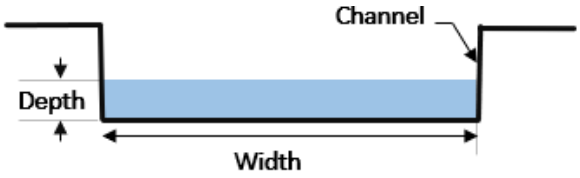
Cross sectional Area = (1/2) x Depth (ft) x width (ft)

V-Gutter



Cross sectional Area = (1/2) x Depth (ft) x width (ft)

Rectangular Channel



Cross sectional Area = Depth (ft) x width (ft)

Field Calculations

Total Volume = T1 x Q1 + T2 x Q2 + (…)

Total Gallons

	Event Time (T1)	Event Time (T2)	Event Time (T3)
Cross Section Area Calculation			
Geometry			
Depth (in)			
Depth (ft)			
Width (ft)			
Cross Sectional Area (ft^2)			
Velocity Calculation			
Length (ft)			
Travel Time (sec)			
Velocity (fps)			
Flowrate Calculation (cross sectional area x velocity)			
Flowrate (ft^3/s)			
Flowrate (gpm)*			

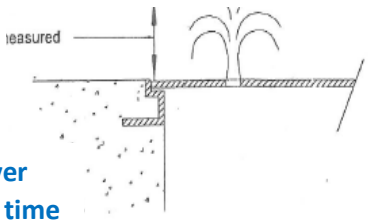
* 1 ft^3/s = 448.8 gpm

PICK AND VENT HOLES METHOD
FIELD INSPECTION FORM

Use this method if the sewage flow is isolated to the pick and vent holes only.

1. Identify how many pick/vent holes are experiencing flow through each manhole. Measure diameter of each hole.
2. Measure the height of the sewage plume over each pick/vent hole. Record the height and time of measurement.
3. If the height changes during spill event, remeasure the height of the sewage plume over each pick/vent hole. Record the height and time of measurement.
4. Determine flowrate from the Pick/Vent Hole Estimation Chart
5. Calculate the flow volume for each hole:

   Volume (gal) = Flowrate (gpm) x Number of Holes x Spill Time (min)
6. Total volume is the sum flow volume from all holes. If the plume height changes, the total volume is the sum of the flow volume for all holes a t various plume heights.



Equation $Q = CA(2gh)^{0.5}$

Q = Flowrate (cfs)
C = Coefficient 0.624
A = Area (sqft)
G = 32.2 ft/sec^2
H water height (ft)

Pick/Vent Hole Flowrate Estimation Chart			
	Hole Diameter (in)	Water Height (in)	Flowrate (gpm)
Vent Hole (Circular)	0.50	0.063	0.23
	0.50	0.125	0.33
	0.50	0.250	0.47
	0.50	0.500	0.66
	0.50	0.750	0.81
	0.50	1.000	0.94
	0.75	0.063	0.51
	0.75	0.125	0.72
	0.75	0.250	1.02
	0.75	0.500	1.44
	0.75	0.750	1.77
	0.75	1.000	2.04
	1.00	0.063	0.88
	1.00	0.125	1.25
	1.00	0.250	1.77
	1.00	0.500	2.50
	1.00	0.750	3.06
	1.00	1.000	3.54
Pick Hole (Semi Circle)	1.00	0.063	0.44
	1.00	0.125	0.63
	1.00	0.250	0.89
	1.00	0.500	1.25
	1.00	0.750	1.53
	1.00	1.000	1.77
	1.00	1.500	2.17
	1.00	2.000	2.51

Count	Manhole ID	Pick or Vent Hole?	Diam (in)	Event Time (T1)		Event Time (T2)	
				Height (in)	Q1 (gpm)	Height (in)	Q2 (gpm)
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
				Total Q1		Total Q2	

Field Calculations ˙2 x Q2 + (...)

Total Gallons

PICTORIAL REFERENCE METHOD
FIELD INSPECTION FORM

San Diego Manhole Overflow Rate Chart.



5 gpm



25 gpm



50 gpm



100 gpm



150 gpm



200 gpm



225 gpm



250 gpm



275 gpm

Field Calculations Total Volume = T1 x Q1 + T2 x Q2 + (…)

Q: Selected picture flowrate

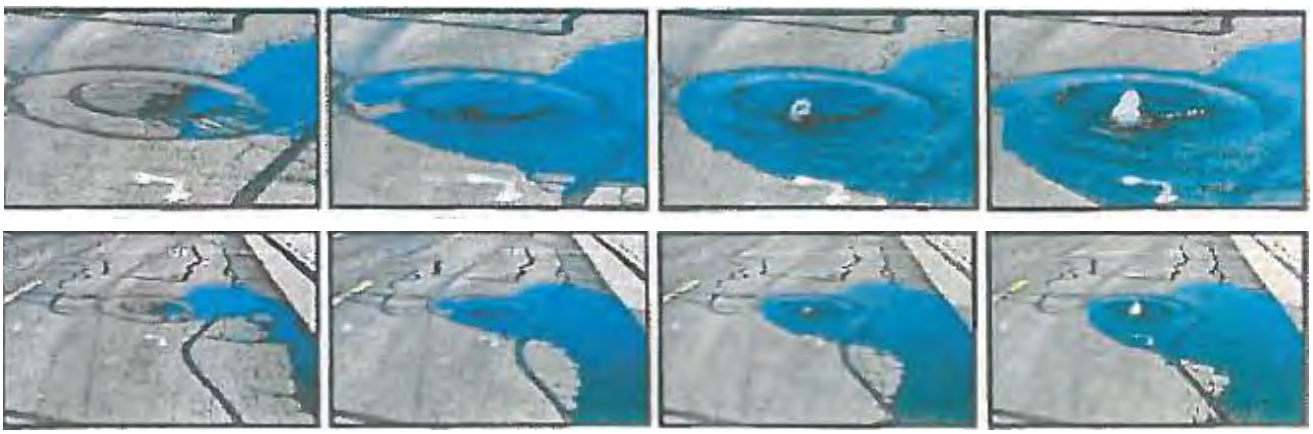
T: Duration of spill

Total Gallons

PICTORIAL REFERENCE METHOD
FIELD INSPECTION FORM

CWEA Southern Section Collection System Committee (SSCSC) Manhole Oveflow Gauge

5 gpm **25 gpm** **50 gpm** **100 gpm**



150 gpm **200 gpm** **300 gpm** **400 gpm**



Field Calculations Total Volume = T1 x Q1 + T2 x Q2 + (…)

Q: Selected picture flowrate

T: Duration of spill

Total Gallons

APPENDIX D-1 through D-8

Agency Coordination Documentation

APPENDIX D-1

ORANGE COUNTY FLOOD CONTROL DISTRICT

Email Correspondence

May 1, 2023
Orange County Flood Control District
Spill Emergency Response Plan

Correspondents: Tracy Ingebrigtsen, OCFCD, Countywide Compliance Program Manager
Kimberley Buss, OCFCD, Senior Environmental Resources Specialist
David Razo, OCFCD
Diann Pay, AKM Consulting Engineers
Jon Nitta, AKM Consulting Engineers
Adrian Hernandez, AKM Consulting Engineers

Subject: Spill Emergency Response Plans

OCFCD Comments/Responses in red.

I. Request for current GIS layers We can provide these in a zip folder

1. OCFCD Orange County Flood Control District (OCFCD)Stormwater Drainage Facilities
2. Local Stormwater Drainage Facilities (other agencies)
3. Catch Basins
4. Retention Basins
5. Stormwater Pump Stations (these are sw lift stations that *may* act as retention facilities
6. Diversions to SSS

II. Notification Procedures

- Verify when it is necessary for a local Agency to notify OCFCD of a sewer spill

1. Should OCFCD be notified whenever a spill enters any OCFCD stormwater facility (channels, retention basins, verse underground pipes)? Yes Or are there only certain facilities that require notification? Any impact to an OCFCD facility should result in a notification (see Section III below for clarification)
2. Should OCFCD be notified of all spills no matter the volume? Yes Or only if the spill is greater than 50,000 gallons, ~~which is the volume for Category 1 spills~~? Please note that a Category 1 spill is defined as any discharge to a drainage conveyance system, iex. catch basin (regardless of volume)
3. Should OCFCD be notified whenever one of its stormwater facilities needs to be accessed for containment? Yes; further collaboration on how to go about this is forthcoming

- Verify that spill notification time frame of 2 hours or as soon as possible is acceptable. As soon as possible, is preferred. Order 2022-0103-DWQ requires the Office of Emergency Services to be notified within two (2) hours of a spill greater than 1,000 gallons.
- Verify that OCFCD contact information for spill notification is correct:
    1. https://myoceservices.ocgov.com/ServiceRequest (Submitting a Water Pollution Service Request will be the most responsive form of notification.)
    2. Business Hours (714) 955-0600 correct
    3. After Hours (877) 897-7455 correct
- Verify the information required by OCFCD during the initial call from an Agency responsible and reporting a spill:
    1. Location of the spill (cross streets and affected storm drains)
    2. Approximate spill flowrate
    3. Approximate volume lost to the catch basin (if known)
    4. Has discharge been stopped?
    5. Has discharge been contained?
    6. Has cleanup begun?
    7. Flow conditions upstream of the spill entrance point with an OCFCD facility. What is the stormwater/urban water runoff estimated flowrate? This has not been a prior requirement.
- Verify if Orange County Health Care Agency (OCHCA) needs to also be notified: OC HCA receives all CalOES notifictions; we can provide you with OCHCA contact info in order to answer questions 1 and 2, below
    1. Is it required for sewer agencies to notify OCHCA for all spills?
        a. If not for all spills, under what conditions should they be notified? Is it dependent on size and/or location of spill?
        b. Please provide ordinance or code that details the requirements, so that AKM can include in SERP reports.
    2. Verify Contact Information for OCHCA:
        a. General Reporting(714) 433 – 6000
        b. Office Staff: (714) 433 – 6419A
        c. After Hours: (714) 628 – 7008

III. OCFCD Response

- What type of response is provided by OCFCD in the event of a spill notification?

Category 1,2, or 3 Spill:

1. Assessment up and downstream of incident (eg. Determine u/s flow; determine d/s impacts)
2. Identification of d/s sanitary sewer diversions, retention basins, etc.

3. Provide downstream containment as warranted
4. Provide OCFCD site access
5. Additional cleanup resources (only when all other resources have been exhausted)
6. Provide determination of cleanup end points (to the maximum extent practicable).
7. All OCFCD responses are recorded in the County's Illicit Discharge, Detection & Elimination (IDDE) database

Category 4 Spill:

8. No on-site response required by OCFCD, but may still be available for assistance, if needed.
9. If notification is received, a Category 4 spill will be recorded in the County's IDDE database.

IV. Containment and Clean Up

- The SERP updated reports will include containment and clean up procedures that meet the Order 2022-0103-DWQ requirements, at a minimum.
    1. Does OCFCD have any specific requirements for containment and clean up of spills?
- It is a requirement of Order 2022-0103-DWQ that an Agency contain and remove the spill within the drainage conveyance system.
    1. The current SERP states that when the drainage conveyance system is **not** currently flowing with stormwater or urban runoff, the Agency will intercept the flow within the drainage facilities, using pipe plugs and/or sand bags.
    2. Does OCFCD have any concerns with the Agency entering its drainage conveyance system to contain the spill? It is OCFCD understanding that MOUs (or some written, formalized SOP) will be implemented in response to the reissued Order and these processes will be spelled out therein.
- Please verify that OCFCD agrees with the Agency's procedures for a spill that occurs **during a wet weather event**:
    1. Agency **will not** enter drainage facilities to contain the spill. Agree
    2. The Agency will concentrate on containing the spill on the street as best as possible. Agree
    3. The main focus will be to stop the spill and correct the cause of the spill such that the sewer system is functional, and the spill volume is minimized. Agree
- Please verify that OCFCD agrees with the following clean-up procedures. This is generally what the SERPs include. Does OCFCD have other specific requirements that the agencies should be aware of. Different for different facilities (channels/ retention basins)
    1. After the spill has been contained, the Agency will pump the sewage from the drainage facility, however earthen channel cleanup will be determined on a case-by-case basis. Agree
    2. The Agency will remove any solids from the drainage facility Agree

3. All wash water will be recovered and removed from the facility. Agree
4. Does OCFCD have any additional clean-up requirements?
    a. All equipment and materials related to the cleanup must be removed from County right-of-way prior to exiting the facility.
5. Are there any specific clean up procedures for spills entering pump station and retention basins?
    a. Notification shall be made to diversion and pump station operators in the chance that sewage may reach such a facility. (Locations and contact information will be provided in aforementioned MOU/SOP)

V. Water Sampling

- Order 2022-0103-DWQ requires water sampling for spills greater than 50,000 gallons discharged to a surface water.
    1. Does OCFCD have any alternate requirements?
        a. OCFCD does not have any additional sampling or monitoring requirements, however OCHCA should be consulted regarding the questions below.
    2. Are there different sampling requirements for spills in:
        a. Ocean
        b. Channel
        c. Retention Basin
        d. Pump Station Wet Well
- Order 2022-0103-DWQ requires the following constituents to be analyzed of the collected receiving water samples:
    a. Ammonia, and
    b. Appropriate bacterial indicator (Total Coliform Bacteria, Fecal Coliform Bacteria, E-coli, Enterococcus)
    c. Does OCFCD have other sampling requirements? No
- Order 2022-0103-DWQ requires the following receiving water sample locations
    a. Upstream of the spill within drainage conveyance system before point of discharge
    b. Point of discharge in the receiving water
    c. Upstream of the spill in the receiving water
    d. Downstream of the spill in the receiving water
    e. Does OCFCD have other location requirements? No

Email Correspondence

May 3, 2023

Orange County Flood Control District

Spill Emergency Response Plan

Correspondents: Tracy Ingebrigtsen, OCFCD, Countywide Compliance Program Manager
Kimberley Buss, OCFCD, Senior Environmental Resources Specialist
David Razo, OCFCD
Diann Pay, AKM Consulting Engineers
Jon Nitta, AKM Consulting Engineers
Adrian Hernandez, AKM Consulting Engineers

Subject: Responses to SSS SERP questions from AKM: 5/02/23

SWRCB Comments in Red

1. Please send over the GIS layers.
   a. *We will need to put in a request to OCSurvey's Geospatial Services, and likely will require a written request from the requesting water district or its assigned contractor.*
2. Please provide the contact for Orange County Health Care Agency.
   a. *Hisham Elmishad: helmishad@ochca.com*
3. We would like to clarify the definitions of "drainage conveyance system" and "surface waters" and how it relates to the Category 1 Spill. We think we understand what you are saying, but we just want to make sure because we talked to SWRCB staff and they define things a little differently from OCFCD and Region 8 staff.
   a. *The definition of a drainage conveyance system in the Order is in essence, a city's MS4. Further defined: a "catch basin" is considered to be the initial point of entry into an MS4. Thereby, when a spill enters a catch basin, it has entered the city's MS4.*
4. Who is supposed to prepare the MOUs and/or SOPs in-regards to containment in an OCFCD facility? Is it OCFCD or each agency?
   a. *This will be a collaborative effort, however OCFCD already has draft language started.*
   b. *Note: This will likely be discussed further at the May 3rd meeting with CWSP and the State;* "Agenda Item No. 2: Coordination with stormwater agencies – including how to maximize the use of stormwater conveyance systems as containment"
5. We would like to discuss further how containment and cleanup has been conducted during past spills into OCFCD facilities. Our clients have not actually experienced large spills that have entered OCFCD facilities.
   a. *This response was erroneously left off the AKM's initial request, first bullet after IV. Containment and Cleanup*
   Due to the vast number of variables related to pollution response, endpoints must be determined on a case-by-case basis, ensuring that containment and cleanup has been carried out to the maximum extent practicable.

6. We would like to discuss water sampling as well. Some of our clients have been under the impression that the county would do water sampling in the event of a large spill that reached OCFCD facilities. We would like to verify the procedures that need happen to make sure sampling is done properly and in a timely manner.

   a. *OCFCD does not carry out sampling or monitoring following an SSO. However, OC HCA will carry out monitoring wrt to its Ocean Recreational Waters program (eg. Closures, Posted Warnings, and Posted Advisory Warnings) as it is required of them.*

      OCFCD will work with its GIS team to obtain/share the following layers (likely with agencies with whom OCFCD has active MOUs related to their SERP). To be discussed further.

      - OCFCD storm drains
      - Local storm drains
      - Catch basins
      - Retention basins
      - Pump stations

Meeting Minutes

May 4, 2023
Orange County Flood Control District
Spill Emergency Response Plan

Attendees: Tracy Ingebrigtsen, OCFCD, Countywide Compliance Program Manager
Kimberley Buss, OCFCD, Senior Environmental Resources Specialist
Jonathan Humphrey, OCFCD, Environmental Resources Specialist
Diann Pay, AKM Consulting Engineers
Jon Nitta, AKM Consulting Engineers
Adrian Hernandez, AKM Consulting Engineers

Subject: Spill Emergency Response Plans – Coordination with OCFCD

A meeting to discuss Spill Emergency Response Plans for agencies within Orange County took place on May 4, 2023 via the Microsoft Teams platform. The following is a summary of the meeting's events and discussions.

1. Email Tracy and Kim to request GIS files of the Orange County stormwater facilities
2. OCFCD was under the impression that a spill that reached a catch basin was considered Category 1. Agreed though that the SWRCB staff did not say this at the May 3, 2023 Clean Waters Summit Partners webinar.
    a. If a spill reaches an infiltration basin, it will eventually get treated
    b. If a spill reaches a stormwater BMP (Best Management Practices), OCFCD considers it Category 1. They would want to remediate the spill within the facility and make sure the facility is not compromised.
        i. https://storymaps.arcgis.com/stories/1918b3a686bc434c8e22b22579829780
    c. Bioswale - spill can't infiltrate
    d. Lift station in a retention basin could be used to act as containment. This will be a case by case scenario, that depends on the size of the spill and volume of water in the retention basin.
    e. There are diversions, where dry weather flow (irrigation runoff, etc.) are diverted to sewers. OCFCD an provide shapefiles.
3. BMPs are mapped and tracked using a Stormwater Tool (online web based tool) but only agencies have access to it. It is not public information. Mainly south OC agencies have input data. Not many north OC agencies input data.
4. It is possible to maneuver trucks to a position to remove spill from a channel. It just depends on the situation.
5. OCFCD could do cleanup in their own facilities. There is an implementation agreement with 31 of the 34 OC cities (Not with Huntington Beach, Anaheim, or Newport Beach) for

stormwater pollution response. It is called the Water Quality Ordinance Implementation Agreement.

6. Notify OCFCD whenever spill reaches a storm drain
    a. Submit a Water Pollution Service Request at https://myoceservices.ocgov.com/ServiceRequest
    b. OCFCD staff will respond to give access to facilities if needed (i.e. locks that give access to channels)
    c. OCFCD will respond within 1 hour
7. OCFCD would like to know if agencies would rather change their municipal code or ordinances to ensure they possess legal authority to "collaborate with storm sewer agencies to coordinate emergency spill response" (Pg D-4 of WDR) or develop a MOU or SOP and sign agreement with OCFCD. They will check if any of the existing stormwater agreements have language that would comply with the new WDR.
8. Orange County Health Care Agency contacts
    a. Hisham Elmishad: helmishad@ochca.com
    b. Lauren Robinson: lrobinson@ochca.com
9. OCHCA labs are not open 24/7. Even their contract labs are not open 24/7. Agencies should check if OCSD or other municipal labs could be utilized.
10. OCHCA will take samples but it may not be as extensive as what the new WDR is requiring (4 specific locations)
11. Send OCFCD writeup for SERP? Confirm with clients that this will be ok.

Phone Call

May 24, 2023

Orange County Flood Control District

Spill Emergency Response Plan

Attendees: Tracy Ingebrigtsen, OCFCD, Countywide Compliance Program Manager
Kimberley Buss, OCFCD, Senior Environmental Resources Specialist
David Razo, OCFCD
Diann Pay, AKM Consulting Engineers
Jon Nitta, AKM Consulting Engineers
Adrian Hernandez, AKM Consulting Engineers

Subject: Spill Emergency Response Plans – Coordination with OCFCD

Report Comments

1. Section 1.5

In California, the NPDES Permit program is regulated by the nine (9) Regional Water Quality Control Boards (RWQCB) to regulate the discharge of pollutants into the waters of the United States. Enrollee operates under the Santa Ana RWQCB Order # R8-2009-0030, NPDES No. CAS618030, as amended by Order No. R8-2010-0062 (and subsequent permit renewals),*Waste Discharge Requirements for The County of Orange, Orange County Flood Control District and The Incorporated Cities of Orange County within the Santa Ana Region Areawide Urban Storm Water Runoff Orange County*.

2. Section 4-1.1

"Surface Waters" are defined by SWRCB staff as natural water bodies, including portions that were rerouted or channelized. OCFCD channels, creeks, and/or basins are therefore considered surface waters; this includes both concrete-lined channels as well as earthen bottom channels. If a spill reaches any of these OCFCD facilities, it will be considered a Category 1 Spill. Surface waters within the City's service area illustrated on Figure 4-1.

If a spill cannot be contained within the City's catch basin, regardless of whether water is flowing or not, the spill will be considered a Category 1 Spill. If however, the sewage can be fully contained and removed, and the impacted portion of the conveyance system cleaned and captured, and disposed of properly, the spill will be considered a Category 2, 3 or 4 Spill, depending on the volume.

3. Section 4-2.4

The Orange County Flood Control District (OCFCD) will be notified of any spill that reaches any type of drainage conveyance system and/or surface water, whether it is owned by the Enrollee or OCFCD. The drainage facilities considered surface waters within the Enrollee's service area are shown on Figure 4-1. This includes any spill that reaches a catch basin, storm drain manhole, or structural Best Management Practice (BMP) and has the potential to enter a drainage conveyance

system. Based on the information provided, OCFCD staff will determine the need for a site investigation or other actions to protect surface waters.

OCFCD and the Enrollee have entered into a Water Quality Ordinance Implementation Agreement, which allows OCFCD to act on behalf of the Enrollee in providing assistance with containment and cleanup of spills within the Enrollee's drainage conveyance systems. Written authorization (via email or text) is needed prior to OCFCD's response, in order to implement the Agreement.

The County has developed an on-line "Water Pollution" service request website for **all spills** that reach a drainage conveyance system and/or flood control facility. This online reporting may be conducted on a desktop computer or mobile device, and is the best way to notify OCFCD of a spill event. The City will be notified of the receipt of the spill report electronically to ensure that the online notification has been conducted appropriately.

4. Section 5-4.3

If the spill reaches an OCFCD facility/surface water, OCFCD will be contacted. The City will likely need OCFCD crews to access any of the nearby channels/surface water because the gates to the access roads are typically locked. Upon authorization of the Water Quality Ordinance Implementation Agreement (via email/text), OCFCD will send crews out to conduct containment and cleanup. City crews will coordinate with OCFCD and assist in any way possible.

5. Section 5-6.3

If the spill reaches a OCFCD facility/surface water, the City will coordinate the cleanup efforts with OCFCD and assist in any way possible. OCFCD maintenance staff will provide assistance with most spills. For larger spills and upon authorization of the Water Quality Ordinance Implementation Agreement by the City, OCFCD has three (3) on-call contractors that can assist with clean up services.

7. Section 6-2.4

Gutter Flow Method

The Gutter Flow Method can be used for estimating spill volumes in open channels such as ditches, curb and gutter, etc. The cross sectional area and the velocity of the flow in the channel is needed to use this method.

The cross sectional area is calculated as follows:

Curb and Gutter with V-Shape

Cross Sectional Area (ft^2) = (1/2) x Depth x Width

Rectangular Channels

Cross Sectional Area (ft^2) = Depth (ft) x Width (ft)

The velocity in the channel can be measured by dropping a small floating object (~~Ping pong ball~~ (Removed since it is not biodegradable) leaf, small piece of wood or paper, etc.) into the flow and timing how long it takes to travel a measured distance.

APPENDIX D-2

STATE WATER RESOURCES CONTROL BOARD

Email Correspondence

January 1, 2023
State Water Resources Control Board
Spill Emergency Response Plan

Correspondents: Steve Cheung, State Water Resources Control Board
Tracy Ingebrigtsen, OCFCD, Countywide Compliance Program Manager
Diann Pay, AKM Consulting Engineers
Jon Nitta, AKM Consulting Engineers
Adrian Hernandez, AKM Consulting Engineers

Subject: Spill Emergency Response Plans

SWRCB Comments/Responses in red.

1. Spill Volume:
   a. Section 2-2 of Appendix E states:

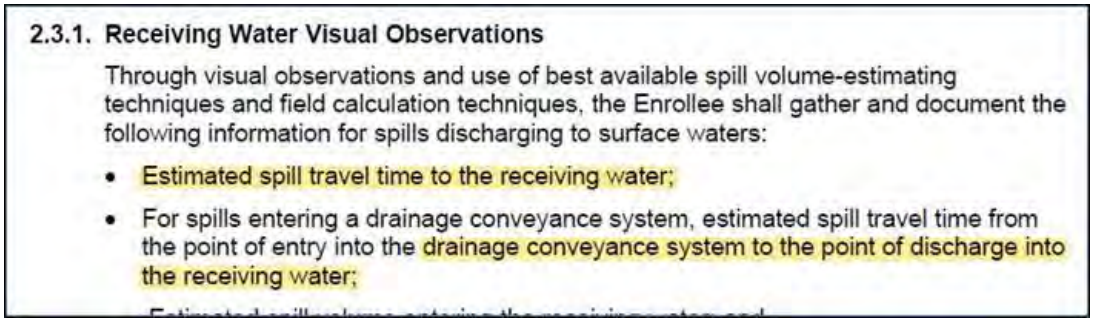
> **2.2 Spill Volume Estimation**
>
> To assess the approximate spill magnitude and spread, the Enrollee shall estimate the total spill volume using updated volume estimation techniques, calculations, and documentation for electronic reporting. The Enrollee shall update its notification and reporting of estimated spill volume (which includes spill volume recovered) as further information is gathered during and after a spill event.

   b. In the past, AKM's clients have referred to the "Sewer Spill Estimation Guide", prepared by the Orange County Area Waste Discharge Requirements Steering Committee in 2014. Please see attachment. This is a very comprehensive document that provides many alternatives for volume estimation.

   c. What is "updated volume estimation techniques" referring to? Are there other specific methodologies that SWRCB would like included in an agency's Spill Emergency Response Plan documentation? If AKM references the "Sewer Spill Estimation Guide" prepared by the Orange County Area Waste Discharge Requirements Steering Committee, please reference that technique in any spill reporting.

2. Travel Time

   a. Section 2-3.1 of Appendix E states:



2.3.1. Receiving Water Visual Observations

Through visual observations and use of best available spill volume-estimating techniques and field calculation techniques, the Enrollee shall gather and document the following information for spills discharging to surface waters:

- Estimated spill travel time to the receiving water;
- For spills entering a drainage conveyance system, estimated spill travel time from the point of entry into the drainage conveyance system to the point of discharge into the receiving water;

   b. Are the terms “surface waters”, “receiving water”, and “ Waters of the State” all one in the same? Do they all refer to the same water? If not, what is the differences?

Receiving Water

A receiving water is a water of the State that receives a discharge of waste.

Waters of the State

Waters of the State are surface waters or groundwater within boundaries of the state as defined in Water Code section 13050(e), in which the State and Regional Water Boards have authority to protect beneficial uses. Waters of the State include, but are not limited to, groundwater aquifers, surface waters, saline waters, natural washes and pools, wetlands, sloughs, and estuaries, regardless of flow or whether water exists during dry conditions. Waters of the State include waters of the United States.

   c. Please verify that the statement “Estimated spill travel time to the receiving water” is the time the spill travels from the sewer facility (i.e. manhole) to Waters of the State, including travel time on the street/in the gutters? The spill travel time begins when the spill emerges from its origin point (i.e. a manhole, pipeline, etc.) all the way to a receiving water.

   d. Please verify that the second bullet point is referring to the time the spill travels within a drainage system alone to the Waters of the State. For example, from the time the sewage enters a catch basin until it reaches Waters of the State. Correct, it is from the point of entry into the drainage conveyance system.

   e. The travel times will vary with flowrate during dry weather and wet weather conditions. Is it SWRCB goal for these travel times to be estimated with Manning’s equation and estimated flowrates? Are there other specific methodologies that the SWRCB has in mind for estimating the travel times? Provide the best estimate of time based on each respective situation of the when the spill occurred to when it reaches a receiving water.

3. Waters of the State
   a. Appendix A defines the following:

> **Waters of the State**
>
> Waters of the State are surface waters or groundwater within boundaries of the state as defined in Water Code section 13050(e), in which the State and Regional Water Boards have authority to protect beneficial uses. Waters of the State include, but are not limited to, groundwater aquifers, surface waters, saline waters, natural washes and pools, wetlands, sloughs, and estuaries, regardless of flow or whether water exists during dry conditions. Waters of the State include waters of the United States.

   b. Water Code Section 13050 € provides the following definition:

> (e) "Waters of the state" means any surface water or groundwater, including saline waters, within the boundaries of the state.

   c. It is AKM's understanding that surface water includes ocean water, streams, lakes, drainage retention basins, groundwater and flood control channels. It is unclear, what drainage channels are considered surface waters and which facilities are not. AKM conducts work in southern California, primarily in Los Angeles and Orange County. Is there a list of facilities that SWRCB considers "Waters of the State" or "surface waters"?

      We do not have a list of facilities that identify which drainage channels are considered surface waters. If the drainage channel leads to a surface water or has the potential to lead to a surface water, then the Board needs to know about any spills that occur in those respective drainage channels.

Email Correspondence

March 7, 2023
State Water Resources Control Board
Spill Emergency Response Plan

Correspondents: Walter Mobley, State Water Resources Control Board
Steve Cheung, State Water Resources Control Board
Diann Pay, AKM Consulting Engineers
Jon Nitta, AKM Consulting Engineers
Adrian Hernandez, AKM Consulting Engineers

Subject: Spill Emergency Response Plans

SWRCB Comments in Red.

AKM Connents in Green

a. There is a definition of Waters of the State and receiving waters in Attachment A of the WDR. Please verify if AKM's definition of surface water is what the SWRCB understands surface waters to be:

   i. Water body open to the atmosphere (i.e. ocean, river, stream, lake, open channel). These would be examples of a receiving waters and waters of the State.

   ii. Would a small local open channel be considered a surface water, even if there is no flow in it? It would be considered a Category 1 spill if it has potential to flow to a surface water, even with no flow in it. For example, it the channel is dry but water is discharged into the channel and it has to the potential to reach a surface water, it would be considered a Category 1 spill if any of the discharge is left in the channel. You said it is Category 1 if sewage is left in channel. If sewage reaches a dry open channel and all sewage is recovered, then is it correct to say this is not Category 1 spill? Is the definition only dependent on whether or not the sewage is recovered? Or is any open channel (no matter the size or ownership) considered a surface water? We are looking for a clear definition of "surface water" because per the definition of Category 1 spill, if sewage reaches a "surface water", it is automatically a Category 1 spill. .

   The agencies we are working for own small local open channels that lead to regional channels and then to the major rivers or ocean. We are trying to figure out if all open channels are considered "surface waters". Or can the small local open channels fall under the category of "drainage conveyance system"? Then if sewage reaches these facilities and is captured, it is not a Category 1 spill.

   The drainage channel itself is not considered a surface water. If any discharge is left in a drainage conveyance channel that has the potential to reach a surface water would be considered a Category 1 spill. If it is fully recovered from the channel, then it would not trigger a Category 1 spill.

   Per the definition:

A Category 1 spill is a spill of any volume of sewage from or caused by a sanitary sewer system regulated under this General Order that results in a discharge to:

A drainage conveyance system that discharges to surface waters when the sewage is not fully captured and returned to the sanitary sewer system or disposed of properly. Any spill volume not recovered from a drainage conveyance system is considered a discharge to surface water, unless the drainage conveyance system discharges to a dedicated stormwater infiltration basin or facility.

Email Correspondence

April 19, 2023
State Water Resources Control Board
Spill Emergency Response Plan

Correspondents: Walter Mobley, State Water Resources Control Board
Steve Cheung, State Water Resources Control Board
Diann Pay, AKM Consulting Engineers
Jon Nitta, AKM Consulting Engineers
Adrian Hernandez, AKM Consulting Engineers

Subject: Spill Emergency Response Plans

SWRCB Comments in Red.

We are working on updating the SERP for several agencies in the Region 8 area. We are having difficulty in getting in touch with someone from the RWQCB Region 8, to discuss some of our questions. The following email was tried, several weeks ago without any response:

RB8SpillReporting@waterboards.ca.gov

Can you please provide an email address and/or phone number for a representative that we could communicate with.

You can reach out to Julio Lara down in Region 8.

Email: Julio.Lara@waterboards.ca.gov

Phone: 951-782-4901

Email Correspondence

May 5, 2023

State Water Resources Control Board

Spill Emergency Response Plan

Correspondents: Walter Mobley, State Water Resources Control Board
Steve Cheung, State Water Resources Control Board
Diann Pay, AKM Consulting Engineers
Jon Nitta, AKM Consulting Engineers
Adrian Hernandez, AKM Consulting Engineers

Subject: Spill Emergency Response Plans

SWRCB Comments in Red.

We have a question about who is allowed to submit and certify spill reports to the CIWQS database.

Per the definition of Data Submitter in Attachment A, it says “A Data Submitter does not have the authority of a Legally Responsible Official to certify reporting entered into the online CIWQS Sanitary Sewer System Database”. We interpreted that to mean that a data submitter could only submit draft spill reports because everything else uses the word “certify” as follows:

1. Certified Spill Reports for Category 1 and 2 Spills
2. Monthly Certified Spill Reports for Category 3 Spills
3. Monthly Certified Reports for Category 4 Spills
4. Annual Certified Reports for Category 4 and Lateral Spills
5. Monthly Certification for No-Spill Reports

The reason we ask is because if a LRO has to submit and certify all of the above listed reports, it means a very high level person might have to submit and certify “no-spill” reporting every single month. This may be a lot for some LROs so we wanted to be sure.

Thank you for your inquiry. The statewide Sanitary Sewer Systems General Order allows Data Submitters to enter data. The Legally Responsible Official is the only person that can certify submittals.

Email Correspondence

May 25, 2023
State Water Resources Control Board
Spill Emergency Response Plan

Correspondents: Walter Mobley, State Water Resources Control Board
Steve Cheung, State Water Resources Control Board
Diann Pay, AKM Consulting Engineers
Jon Nitta, AKM Consulting Engineers
Adrian Hernandez, AKM Consulting Engineers

Subject: Spill Emergency Response Plans

SWRCB Comments in Red.

One of our clients just certified continuation of coverage on CIWQS but said that he did not see a place where he could update or certify the LRO. In their case the LRO will be the same person as it was under the previous order. Do they need to complete the CIWQS "User Registration" form to re-register the LRO (https://ciwqs.waterboards.ca.gov/ciwqs/newUser.jsp)?

What if the LRO needs to change due to the new requirements? What should an agency do to make the change? Do they need to complete the CIWQS "User Registration" form and/or email ciwqs@waterboards.ca.gov per Section 5.1 of the new Order?

Thank you for your inquiry. If the LRO will continue to be the same person, they do not need to re-register to be the LRO under the reissued Order (Order 2022-0103-DWQ). If the LRO needs to be changed to meet the Order (2022-0103-DWQ) requirements, then they would need to follow the steps listed in the attached Frequently Asked Questions guidance document. You are correct, that the link is provided per section 5.1 of Order (Order 2022-0103-DWQ). The attached document will cover the steps necessary to register, I would suggest contacting CIWQS Help Center staff if/when errors occur, for clarifying questions contact me.

APPENDIX D-3

REGIONAL WATER QUALITY CONTROL BOARD

Email Correspondence

April 21, 2023

Regional Water Quality Control Board

Spill Emergency Response Plan

Correspondents: Julio Lara, Regional Water Quality Control Board Region 8
Walter Mobley, State Water Resources Control Board
Steve Cheung, State Water Resources Control Board
Diann Pay, AKM Consulting Engineers
Jon Nitta, AKM Consulting Engineers

Subject: Spill Emergency Response Plans

Email summary of meeting (April 20, 2023) between Jon Nitta (AKM) and Julio Lara (RWQCB Region 8)

Thank you for talking to me yesterday regarding Order 2022-0103-DWQ. I would like to follow up and verify what we had discussed, as some of the RWQCB Region 8 requirements seem to be more conservative than what AKM had understood from our meetings with Walter Mobley and Steve Cheung at the SWRCB.

AKM understands that RWQCB Region 8 is the governing body for the Orange County agencies, and it may have additional and/or more strict requirements than those included in Order 2022-0103-DWQ. Can you please verify the following:

1. According to our talk the RWQCB Region 8 defines a “surface water body” to includes all oceans, lakes, rivers, channels, county storm drain, city storm drains, etc . The curb and cutter and private v-channels would not be considered a surface water body. Basically, the street is the cutoff of where the surface water body begins.

    a. A spill that reaches any of these surface waters (including local catch basins and underground laterals and pipes) would be therefore considered a Category 1 spill (Per Region 8’s definition). This includes when these facilities are dry.

    b. If this is correct, that would mean that by definition, the SWRCB definition of “ Drainage Conveyance Systems” would also be considered “Surface Waters”. Order 2022-0103-DWQ defines the drainage conveyance system as follows:

2. The RWQCB Region 8 does not have a written requirement for agencies to notify the local health care agency in the event of a spill, but it is recommended.

    a. Notification procedures to the OCHCA for Spill Categories 1, 2, and 3 will be recommended for the SERP updates that we are developing for our Orange County agency clients.

Can you please review the summary of our discussion yesterday to verify that our understanding of the RWQCB Region 8 requirements are understood correctly. We would like to make sure we have the correct understanding before finalizing the SERP updates for our Orange County agency clients.

Please let me know if you would like to set up another meeting to discuss it in further detail.

Thank you again so much.

Email Correspondence

May 5, 2023

Regional Water Quality Control Board

Spill Emergency Response Plan

Correspondents: Julio Lara, Regional Water Quality Control Board Region 8
Diann Pay, AKM Consulting Engineers
Jon Nitta, AKM Consulting Engineers

Subject: Spill Emergency Response Plans

Email summary of meeting (May 4, 2023) between Jon Nitta (AKM) and Julio Lara (RWQCB Region 8)

I am working with Jon Nitta at AKM on various Spill Response Plans for our clients. Jon told me that the you two spoke yesterday and that you requested that we send over our definition of "surface waters" as it relates to Category 1 Spills so you could speak with SWRCB staff and your legal team about it and verify that we have the correct understanding.

AKM's primary goal is to update the Spill Emergency Response Plan (SERP) for our Orange County clients so that they are compliant and can be implemented by June 5, 2023, as required by Order 2022-0103-DWQ (Section 5.12).

The Order identifies Category 1 Spills as follows:

Category 1 Spill

> *A Category 1 spill is a spill of any volume of sewage from or caused by a sanitary sewer system regulated under this General Order that results in a discharge to:*
>
> *A surface water, including a surface water body that contains no flow or volume of water; or*
>
> *A drainage conveyance system that discharges to surface waters when the sewage is not fully captured and returned to the sanitary sewer system or disposed of properly.*
>
> *Any spill volume not recovered from a drainage conveyance system is considered a discharge to surface water, unless the drainage conveyance system discharges to a dedicated stormwater infiltration basin or facility.*

As requested, we are attaching a definition of surface water as we have understood from discussions with the SWRCB staff and webinars hosted by the Clean Water Summits Partners. Please verify that this definition of surface water is also acceptable to Region 8.

> *Surface waters are natural water bodies that include but are not limited to: oceans, rivers, streams, lakes, vernal pools, wetlands, and estuaries.*
>
> *If the natural water body or portions of it was rerouted or channelized (includes things like underground pipes, box culverts, concrete channels), it is still considered a surface water*
>
> *If it is water body is manmade and retains water (i.e. golf course pond, HOA lake), it is not a natural water body and therefore not surface water*

A retention basin is not a surface water, unless over time it became full of aquatic life and currently acts more like a natural water body

Groundwater is not a surface water

A local underground stormwater pipeline constructed to collect stormwater for street drainage is not a surface water

The Order does have a definition of Drainage Conveyance System (Attachment A – Definitions) as follows:

A drainage conveyance system is a publicly- or privately-owned separate storm sewer system, including but not limited to drainage canals, channels, pipelines, pump stations, detention basins, infiltration basins/facilities, or other facilities constructed to transport stormwater and non-stormwater flows.

The reason the definition of “surface water” and “drainage conveyance system” is so important is because it will be the difference between classifying a spill as Category 1 or Category 3. And there are more stringent monitoring and reporting requirement for Category 1 Spills than there are for Category 3 Spills. We want to be sure that we understand the definitions when updating the spill response plans so that our clients are clear on exactly how to categorize a future spill and what actions they are required to take.

If Region 8 agrees with the aforementioned definitions, it would mean that an agency could contain, remove, and cleanup a spill within an underground stormdrain pipe (drainage conveyance system) and categorize it as Category 3 instead of Category 1.

With the June 5, 2023 deadline rapidly approaching, we will need verification of the “surface water” definition according to Region 8 as soon as possible. Please let us know when we can expect to receive verification of the definition or if you need any further information from us.

Thank you so much.

APPENDIX D-4

ORANGE COUNTY HEALTH CARE AGENCY

Email originally sent to:

Hisham Elmishad & Lauren Robinson

Phone Call with Juan Anzora - notes

May 5, 2023

Orange County Health Care Agency

Spill Emergency Response Plan

Correspondents: Hisham Elmishad, Orange County Health Care Agency
Lauren Robinson, Orange County Health Care Agency
Juan Anzora, Orange County Health Care Agency
Diann Pay, AKM Consulting Engineers
Jon Nitta, AKM Consulting Engineers

Subject: Spill Emergency Response Plans

OCHCA Comments/Responses in red.

AKM Consulting Engineers got your contact information from Tracy Ingebrigtsen and Kimberley Buss at Orange County Flood Control District (OCFCD). We met with them yesterday to discuss the new Statewide Sanitary Sewer Systems General Order 2022-0103-DWQ (Order) which requires sewer agencies to update their Spill Emergency Response Plans (SERP) and specifies new notification, monitoring, reporting, and record keeping requirements. We have several questions/verifications that OCFCD wanted us to direct to the health care agency. The questions/needed verifications are as follows:

1. Verification of when Orange County Health Care Agency (OCHCA) needs to be notified of a sewer spill. Many of our agencies have told us that they notify OCHCA when the spill occurs on private property, especially in a commercial area.
    a. Under what other conditions would OCHCA want to be notified?
        - Recommend contacting OCHCA for any spill except maybe a private residential spill that is contained.
        - Even report the spill on the street that is cleaned up.
        - OCHCA keeps a spill log.
        - They would rather be safe than sorry basically. Err on the side of caution. We should recommend agencies always notify them and let OCHCA decide if they want to come out and investigate.
    b. Is notification dependent spill size? No
    c. Is there an ordinance or code that details the requirement? If so, please provide a copy or link to the code.

- Not necessarily a code specifically for OCHCA. Referred to California Health Codes
- California Health and Safety Code
  i. Public Beach Sanitation – Section 115875-115915
  ii. Ocean Water Contact Sports Areas – Section 116070-116090
  iii. Sewage and Other Wastes – 5410-5416
- California Code of Regulations title 17
  i. Ocean Water Contact Sports Areas – Section 7956-7962

2. Verify contact information for reporting a spill to OCHCA. All numbers below are correct. Calling is the only way to report a spill
   a. General Reporting (714) 433-6000
   b. Office Staff (714) 433-6419
   c. After Hours (714) 628-7008
   d. Is there any other way for an agency to report a spill to OCHCA?
3. Some of our clients have been under the impression that OCHCA would do water sampling in the event of a large spill that reached OCFCD facilities or the ocean. Is this correct? If so, we would like to discuss how sampling is done and if it would meet the requirements of the new Order.
   - OCHCA only samples and monitors waters if spill reaches the bay or ocean. They don't sample in all OCFCD facilities.
   - Juan reviewed the Order and he thinks their current procedures may already cover the sampling and analysis requirements if the spill reached the ocean or bay. But he thinks they will have to do further review and make sure that they comply with the new Order in the future.

APPENDIX D-5

ORANGE COUNTY SANITATION DISTRICT

Email Correspondence

April 21, 2023
Orange County Sanitation District
Spill Emergency Response Plan

Correspondents: Dindo Carillo, OCSD
Diann Pay, AKM Consulting Engineers
Jon Nitta, AKM Consulting Engineers

Subject: Spill Emergency Response Plans

OCSD Comments/Responses in red.

I am with AKM Consulting Engineers in Irvine. We are working on updating Sewer Emergency Response Plans for several of our clients in Orange County. We were listening in to the Clean Water Summit Partners webinar this week and heard your very informative talk. We thought maybe you could help us answer a question or refer us to someone who could help. Our question is whether or not OCSD could provide water sampling and analysis after a spill event. As discussed at the webinar, it is not always easy to find a laboratory that is ELAP certified and operates 24/7 so that they can respond with 18 hours of notification of a spill. We are wondering if OCSD has agreements with any of the local agencies to provide the sampling and laboratory services required by the WDR Order or if there are any future plans to develop this type of agreement/relationship with agencies.

Please let us know if you have any information or could refer us to someone else at OCSD. We would appreciate your response and would also be willing to get on a call if needed.

Generally, OC San does not provide these laboratory services: taking samples and analyzing water quality samples. However, we have partnered with other agencies during special projects to provide these services.

APPENDIX D-6

SOCAL WASTE DISCHARGE REQUIREMENTS GROUP

Meeting Minutes

May 18, 2023
So Cal WDR Group
Spill Emergency Response Plan

Speakers: Dindo Carillo, Orange County Sanitation District
Kimberly Buss with Orange County Flood Control District

Attendees: Diann Pay, AKM Consulting Engineers
Jon Nitta, AKM Consulting Engineers

Subject: Order WQ 2022-0103-DWQ Statewide Waste Discharge Requirements

Location: Buena Park City Yard (6955 Aragon Circle, Buena Park, CA 90620)

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1. A couple of the major changes in the Spill Response Plan requirements is the addition of Category 4 Spill and coordination with stormwater agencies
2. Dindo proposes to consider creating a working group to draft language for SERPs regarding agency ordination, mutual aid, etc.
3. Kim Buss, NPDES Compliance with OCFCD
    a. Current Stormwater Orders requires
        i. 24/7 on-call responders – help control SSOs
        ii. 24/7 access to MS4 facilities
        iii. Limit infiltration/seepage of sewage
        iv. Prevent illicit discharges
    b. OCFCD wants to know any time sewage enters a catch basin, for tracking purposes and studies. Notify of any volume into a catch basin.
    c. WDR Order D.3 Legal Authority requires agencies to “demonstrate necessary legal authority to: collaborate with storm sewer agencies to coordinate emergency spill responses….”.
    d. OCFCD will get GIS data out to all agencies
    e. It is preferred that agencies submit on-line Water Pollution Service Request on the Myoceservices website. This request will go to responders immediately.
        i. Click “Water Pollution”
        ii. Drop pin or put address of spill
        iii. Click “Next”
        iv. Fill out information using drop downs

v. Will receive an email response that request is received

f. If immediate assistance is needed, also use phone numbers
    i. Business Hours (714) 955-0600
    ii. After Hours (877) 897-7455 – goes to Control1
g. Can still call Control1 and submit report via email afterward as well
h. For Category 1 and maybe Category 2 spills – OCFCD response
    i. Assessment upstream
    ii. ID diversions, retention basins
    iii. Provide containment
    iv. Site access
    v. Additional cleanup resources – OCFCD crew and contractors
    vi. Determine cleanup end points
    vii. Response in accordance with County Illicit Discharge Detection & Elimination (IDDE)

APPENDIX D-7

CLEAN WATER SUMMIT PARTNERS

Webinar Notes

March 22, 2023

Clean Water Summit Partners Webinar

Spill Emergency Response Plan

Speakers/Hosts: Mary Cousins (Bay Area Clean Water Agency)
`
Walter Mobley (SWRCB)
Afrooz Farsimidan (SWRCB)
Jared Voskuhl
Michael Flores (CWEA and HDR,inc)
Andy Morrison (AM Consulting)

Walter Mobley (SWRCB) presentation

Topic: Spill Emergency Response Plan Requirements in Reissued Order

1. Waters of State - includes groundwater.

   Water of U.S. - surface water managed federally.
2. First annual report due date is 4/1/24
3. Local utility agency coordination is important
4. Lab contracts should be secured
5. Training is part of “implementation” and should be done before 6/5/23
6. Lateral spills
   a. Report on monthly basis “yes/no”
   b. Report total lateral spills annually
7. Category 1 – to surface water; percolate to groundwater is not considered Category 1
8. Updated SERP not required to upload to CIWQS
9. Reenroll and update current SERP
10. Update and implement SERP ASAP
11. If SSO reaches groundwater, considered spill and must be reported
12. If spill reaches a retention basin, not Category 1 if stopped there. So, retention basin must not be considered surface water.
13. Category 3 – provide details of each spill
14. Category 4 – total the spill sin reporting; simplified
15. Inform regional board of private spills occurring chronically. Board will decide on action to take.

Michael Flores presentation (CWEA and HDR,inc)

Topic: Spill Emergency Response Plan Update

1. Annual certification plan up to date 4/1/24
2. Create a process to review performance statistics annually
3. Search Basin Plan for Orange County if you need to know "beneficial uses" for water bodies in Orange County

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Andy Morrison presentation (AM Consulting)

Topic: Spill Emergency Response Plan Implementation

1. Need map of "drainage conveyance systems" and "surface waters"
2. Verify if lab is ELAP certified and can meet the 18-hour water quality sampling requirement that is now required after a large spill. It is 18-hours to get sample, not analyze it.
3. Could contract with a municipal lab (i.e. LBWD WRP and IRWD)
4. SERP can be in SSMP or stand-alone but might be best stand-alone since it is now required to update annually
5. Photographs apply to all category spills
6. It doesn't matter where spill shows up but where the blockage originates (i.e. where the problem is). If in municipal system, it becomes a category spill. If in private system, it is a private or lateral spill.
7. Ask storm agency what facilities they have in area. Do they lead to groundwater or surface waters?

Video recordings and slide from January 11th webinar are available here:

Speaker Presentations – California Association of Sanitation Agencies (casaweb.org)

FAQs document (Q&A)

2023.03.20 CASA SSO WDR FAQ Index.xlsx (sharepoint.com)

CWEA training videos will be posted on SSO Program website

Another training May 3, 2023 – hopefully the forms will be completed and shown

Webinar Notes

May 3, 2023

Clean Water Summit Partners Webinar

Spill Emergency Response Plan

Speakers/Hosts: Mary Cousins (Bay Area Clean Water Agency)
Diana Messina (SWRCB)
` Walter Mobley (SWRCB)
Jared Voskuhl
Steve Jepsen (SCAP)
Bryan Evans (Dudek)
Dindo Carillo (OCSD)

Diana Messina (SWRCB)

Topic: Immediate Compliance Requirements for Existing Enrollees

Topic: Spill Categories and Minimizing Violations

1. Cleanup should be per storm water agencies and NPDES permits
2. Pre, during, and post coordination with storm drain agencies
3. LRO – Call CIWQS help desk for form to change LRO if needed
4. If spill goes to GW, not Category 1. It is a violation of 4.2 but not 4.1. Not a surface water.
5. Only way to check if agency is recertified is to have agency check CIWQS
6. Surface water = natural water body

   If the natural water body was rerouted or channelized, it is still surface water

   Retention pond is not surface water unless over time it became full of aquatic life and more like a surface water
   If it is manmade and retains water, it is not a natural surface water

Dindo Carillo (OCSD)

Topic: Changes to Spill Field Reporting Forms

1. Number field report same as CIWQS report
2. Multiple photos are required
3. Work with health care agency or whoever has jurisdiction of surface waters
4. Identify if 1000 feet from surface water intake locations
5. Identify GW infiltration basin locations

Bryan Evans (Dudek)

Topic: Sewer Spill Monitoring

1. Basin Plan dictates indicators to test for
2. Holding time is 6 hours on ice; sample must get to the lab in 6 hours after taken
3. Plan for potential monitoring locations
4. MS4 is a municipal separate stormwater system
5. Water Quality Basin or Monitoring Plans
    a. Will have maps and GIS
    b. Monitoring locations
    c. Sewershed within watershed
    d. Overlay mapping

Video recordings and slide from January 11th webinar are available here:

Speaker Presentations – California Association of Sanitation Agencies (casaweb.org)

https://casaweb.org/resources/speaker-presentations/

Guide for CIWQS actions needed immediately

Guidance for Uploading an Existing Sewer System Management Plan in the California Integrated Water Quality System (CIWQS)

FAQs document (Q&A)

2023.03.20 CASA SSO WDR FAQ Index.xlsx (sharepoint.com)

Clean Water Summit Partners provided the FAQ document that summarized questions regarding Waste Discharge Requirements from January 2023 to April 2023

APPENDIX D-8

Agency Name Here	**Procedure No:**
	Path:
Sewer Spill Emergency Response Plan - Agency Coordination and Collaboration	**Date:**
	Approved by:

PURPOSE AND SCOPE

The purpose of the Spill Emergency Response Plan (SERP) Coordination and Collaboration effort is to provide local agencies with updated information regarding contacts, jurisdictional responsibilities, infrastructure data, and emergency response information to aid in expediting response to a sewer spill and reduce the volume of sewer spills. Per the Statewide Sanitary Sewer Systems General Order 2022-0103-DWQ, sewer system agencies must have a SERP that includes pre-planned coordination and collaboration efforts. This SERP supersedes the Countywide Area Spill Control Program (CASC)

DEFINITIONS

A. **CIWQS:** California Integrated Water Quality System - SSO Reporting System

B. **LRO:** Legally Responsible Official that certifies SSO Reports in CIWQS

C. **Non-Working Hours:** Hours when day-shift staff are not on-site.

D. **OCFCD:** Orange County Flood Control District

E. **OC Health Care Agency (HCA):** Orange County health jurisdiction that is charged with protecting public health by monitoring and reporting potentially impacted ocean water-contact areas to the public through various channels.

F. **OC San Service Area:** Includes corridors where the regional trunk sewers, interceptor, and pump stations are located. Also includes local sewers where OC San has operations and maintenance responsibility.

G. **OES:** Office of Emergency Services

H. **Private Property SSO:** Sewage discharges that are caused by blockages or other problems within a privately owned lateral. SSOs that are caused by a blockage in an OC San-owned line are not considered private property per the definition in the Statewide SSS WDR permit.

I. **OC Public Works (OCPW):** Orange County department that protects the public county-wide from the threat of floods by constructing, operating, and maintaining major flood control channels, dams, retarding basins, and pump stations. As such, OCPW is also responsible for the quality of waters in these channels and protecting Waters of the State.

J. **RWQCB:** California Regional Water Quality Control Board, Santa Ana Region

K. **SERP:** Spill Emergency Response Plan

L. **SSO:** Sanitary Sewer Overflow; or sewage spill

M. **SSS WDR:** Statewide General Waste Discharge Requirements for sanitary sewer systems issued on December 6, 2022, by the SWRCB to all federal and state agencies, municipalities, counties, districts, and other public entities that own or operate sanitary sewer systems greater than one mile in length that collect and/or convey untreated or partially treated wastewater to a publicly owned treatment facility.

N. **SWRCB:** California State Water Resource Control Board

RESPONSIBILITIES

OC San

- Respond to reports of SSOs that may involve their Collections systems or private sewer systems that may impact the municipal storm drain system.
- Contain and clean up their respective SSOs, protect their storm drains, and notify necessary regulatory agencies. Follow appropriate SERP.
- Contain and coordinate the cleanup of OC San SSOs, including making every effort to recover sewage from the storm drain before it reaches a surface water.
- Responsible for the water quality monitoring requirements for collection of SSO samples from SSOs to surface waters in which 50,000 gallons or greater are spilled to surface waters.
- Compile and submit reporting information into the CIWQS system.
- Respond to member agency calls for assistance where feasible.
- Coordinate efforts of SERP preparation prior to, during, and after a spill event. Facilitate a regional templated approach for documentation and dissemination.

Member Agency (Cities and Sanitation Districts)

- Respond to reports of SSOs that may involve their Collections systems or private sewer systems that may impact the municipal storm drain system.
- Contain and clean up their respective SSOs, protect their storm drains, and notify necessary regulatory agencies.
- Follow appropriate SERP.
- Contain and coordinate the cleanup of OC San SSOs, including making every effort to recover sewage from the storm drain before it reaches a surface water.
- Responsible for the water quality monitoring requirements for collection of SSO samples from SSOs to surface waters in which 50,000 gallons or greater are spilled to surface waters.
- Compile and submit reporting information into the CIWQS system.
- Coordinate efforts of SERP preparation prior to, during, and after a spill event. Participate in the regional templated approach for documentation and dissemination.

OC Public Works and Stormwater Co-permittees

- Provide assistance to sanitation districts regarding OCFCD flood control facilities (as well as local MS4 drainage facilities) for purposes of identifying potential impacts to downstream surface waters via geospatial mapping tools, such as this: https://ocgis.com/ocpw/EnvRes/h2oc/index.html.

- Provide contact information to be utilized in the event of an SSO. Twenty-four hour contact information, in the form of *OC Public Works Water Pollution After-Hours Emergency Response On-call Schedule,* is provided to wastewater agencies on a regular basis through the *SoCal WDR Group* distribution list.

- Provide local agencies access to OCFCD right-of-way with the purpose of containing and cleaning up any SSOs impacting OCFCD facilities.

- Upon activation of the Water Quality Implementation Agreement between OCFCD and agreement cities, utilize OCFCD's On-Call Environmental Clean-Up Services contractors to respond to SSOs.

- Protect County and co-permittee respective stormwater conveyance facilities from illegal discharges (including sewage).

- Assist with coordination of SERP implementation prior to, during, and after a spill event. Utilize the established regional, templated approach for documentation and dissemination.

OC Health Care Agency

- HCA's goal is to protect the public health from the impacts of a potential or confirmed SSO that may reach ocean, bay, or harbor waters. This includes responding to SSOs and either restricting or closing beaches and other recreational waters when warranted.

- HCA will update communication channels used to raise public awareness including, but not limited to; interfacing with applicable marine safety/lifeguard departments to post conspicuous signage, updating self-maintained website (www.OCBeachInfo.com), alerting county Public Information Officer to the impacted areas, and reporting closure extent and impacted monitoring stations to SWRCB's BeachWatch website.
  When warranted, assist with coordination of SERP implementation prior to, during, and after a spill event.

APPENDIX E-1

Office of Emergency Services
Emergency Release
Follow-up Notice Reporting Form

EMERGENCY RELEASE FOLLOW - UP NOTICE REPORTING FORM

A

BUSINESS NAME	FACILITY EMERGENCY CONTACT & PHONE NUMBER ( ) -

B

INCIDENT DATE MO DAY YR	TIME OES NOTIFIED (use 24 hr time)	OES CONTROL NO.

C

INCIDENT ADDRESS LOCATION	CITY / COMMUNITY	COUNTY ZIP

D

CHEMICAL OR TRADE NAME (print or type)	CAS Number

CHECK IF CHEMICAL IS LISTED IN 40 CFR 355, APPENDIX A ☐	CHECK IF RELEASE REQUIRES NOTIFI - CATION UNDER 42 U.S.C. Section 9603 (a) ☐

PHYSICAL STATE CONTAINED ☐ SOLID ☐ LIQUID ☐ GAS	PHYSICAL STATE RELEASED ☐ SOLID ☐ LIQUID ☐ GAS	QUANTITY RELEASED

ENVIRONMENTAL CONTAMINATION ☐ AIR ☐ WATER ☐ GROUND ☐ OTHER	TIME OF RELEASE	DURATION OF RELEASE ___DAYS ___HOURS ___MINUTES

E

ACTIONS TAKEN

F

KNOWN OR ANTICIPATED HEALTH EFFECTS (Use the comments section for addition information)

☐ ACUTE OR IMMEDIATE (explain) _____

☐ CHRONIC OR DELAYED (explain) _____

☐ NOTKNOWN (explain)

G

ADVICE REGARDING MEDICAL ATTENTION NECESSARY FOR EXPOSED INDIVIDUALS

H

COMMENTS (INDICATE SECTION (A - G) AND ITEM WITH COMMENTS OR ADDITIONAL INFORMATION)

I

CERTIFICATION: I certify under penalty of law that I have personally examined and I am familiar with the information submitted and believe the submitted information is true, accurate, and complete.

REPORTING FACILITY REPRESENTATIVE (print or type) _____

SIGNATURE OF REPORTING FACILITY REPRESENTATIVE _____ DATE: _____

EMERGENCY RELEASE FOLLOW-UP NOTICE
REPORTING FORM INSTRUCTIONS
(This form may be reproduced, as needed)

GENERAL INFORMATION:
Chapter 6.95 of Division 20 of the California Health and Safety Code requires that written emergency release follow-up notices prepared pursuant to 42 U.S.C. § 11004, be submitted using this reporting form. Non-permitted releases of reportable quantities of Extremely Hazardous Substances (listed in 40 CFR 355, appendix A) or of chemicals that require release reporting under section 103(a) of the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 [42 U.S.C. § 9603(a)] must be reported on the form, as soon as practicable, but no later than 30 days, following a release. The written follow-up report is required in addition to the verbal notification.

BASIC INSTRUCTIONS:
- The form, when filled out, reports follow-up information required by 42 U.S.C § 11004. Ensure that all information requested by the form is provided as completely as possible.
- If the incident involves reportable releases of more than one chemical, prepare one report form for each chemical released.
- If the incident involves a series of separate releases of chemical(s) at different times, the releases should be reported on separate reporting forms.

SPECIFIC INSTRUCTIONS:
Block A: Enter the name of the business and the name and phone number of a contact person who can provide detailed facility information concerning the release.

Block B: Enter the date of the incident and the time that verbal notification was made to OES. The OES control number is provided to the caller by OES at the time verbal notification is made. Enter this control number in the space provided.

Block C: Provide information pertaining to the location where the release occurred. Include the street address, the city or community, the county and the zip code.

Block D: Provide information concerning the specific chemical that was released. Include the chemical or trade name and the Chemical Abstract Service (CAS) number. Check all categories that apply. Provide best available information on quantity, time and duration of the release.

Block E: Indicate all actions taken to respond to and contain the release as specified in 42 U.S.C. § 11004(c).

Block F: Check the categories that apply to the health effects that occurred or could result from the release. Provide an explanation or description of the effects in the space provided. Use Block H for additional comments/information if necessary to meet requirements specified in 42 U.S.C. § 11004(c).

Block G: Include information on the type of medical attention required for exposure to the chemical released. Indicate when and how this information was made available to individuals exposed and to medical personnel, if appropriate for the incident, as specified in 42 U.S.C. § 11004(c).

Block H: List any additional pertinent information.

Block I: Print or type the name of the facility representative submitting the report. Include the official signature and the date that the form was prepared.

MAIL THE COMPLETED REPORT TO:

Chemical Emergency Planning and Response Commission (CEPRC) /
Local Emergency Planning Committee (LEPC)
Attn: Section 304 Reports
3650 Schriever Avenue
Mather, CA 95655

NOTE: Authority cited: Sections 25503, 25503.1 and 25507.1, Health and Safety Code. Reference: Sections 25503(b)(4), 25503.1, 25507.1, 25518 and 25520, Health and Safety Code.

Article 3. Minimum Standards for Area Plans

Section 2720. Proposed Area Plans.

The proposed area plan, as required by Section 25503(d) of the Health and Safety Code, shall include:

(a) a description of the extent to which the administering agency has met the requirements of this Article, and a schedule for implementing the final area plan, by December 29, 1987, to include the provisions of Sections 2722-2736 of this Article;

(b) provisions for integrating, in the final area plan, information from business plans submitted by handlers within the jurisdiction of an administering agency;

(c) protocols for responses to pesticide drift exposure incidents; and

(d) a form providing information on the elements within the area plan, substantially equivalent to the following optional model reporting form for area plans.

NOTE: Authority cited: Sections 25503 and 25517.5, Health and Safety Code, Section 12997.7, Food and Agricultural Code. Reference: Section 25503, Health and Safety Code, Section 12997.7, Food and Agricultural Code.

OPTIONAL MODEL REPORTING FORM - AREA PLAN

CHECKLIST for AREA PLAN ELEMENT and reference section	ELEMENT ATTACHED	ELEMENT NOT PROVIDED, JUSTIFICATION ATTACHED	PROPOSED DATE FOR COMPLETION
SECTION 2722 - EMERGENCY RESPONSE PROCEDURES			
Approach, Recognition & Evaluation			
Personnel Monitoring & Decontamination			
Equipment Monitoring & Decontamination			
SECTION 2723 - PREEMERGENCY PLANNING			
Pre-incident Site Surveys			
Planning & Coordination			
Emergency Funding Access			
Disposal Facility Access			
Emergency Response Contractor Access			
Integrated Response Management System			
SECTION 2724 - NOTIFICATION & COORDINATION			
Notification & Coordination			
Emergency Communications			
Responsibility Matrix			
OES Notification			
SECTION 2725 - TRAINING			
Emergency Response Personnel Training			
Training Documentation			
Training Exercises			
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APPENDIX E-2

40 CFR (Appendix A to Part 355)
List of Extremely Hazardous Substances and their Threshold Planning Quantities

Appendix E-2

40 CFR (Appendix A to Part 355) List of Extremely Hazardous Substances and their Threshold Planning Quantities

CAS No.	Chemical name	Notes	Reportable quantity *	Threshold planning quantity
			(pounds)	(pounds)
75-86-5	Acetone Cyanohydrin		10	1,000
1752-30-3	Acetone Thiosemicarbazide		1,000	1,000/10,000
107-02-8	Acrolein		1	500
79-06-1	Acrylamide	f	5,000	1,000/10,000
107-13-1	Acrylonitrile	f	100	10,000
814-68-6	Acrylyl Chloride	d	100	100
111-69-3	Adiponitrile	f	1,000	1,000
116-06-3	Aldicarb	b	1	100/10,000
309-00-2	Aldrin		1	500/10,000
107-18-6	Allyl Alcohol		100	1,000
107-11-9	Allylamine		500	500
20859-73-8	Aluminum Phosphide	a	100	500
54-62-6	Aminopterin		500	500/10,000
78-53-5	Amiton		500	500
3734-97-2	Amiton Oxalate		100	100/10,000
7664-41-7	Ammonia	f	100	500
300-62-9	Amphetamine		1,000	1,000
62-53-3	Aniline	f	5,000	1,000
88-05-1	Aniline, 2,4,6-Trimethyl-		500	500
7783-70-2	Antimony Pentafluoride		500	500
1397-94-0	Antimycin A	b	1,000	1,000/10,000
86-88-4	ANTU		100	500/10,000
1303-28-2	Arsenic Pentoxide		1	100/10,000
1327-53-3	Arsenous Oxide	d	1	100/10,000
7784-34-1	Arsenous Trichloride		1	500
7784-42-1	Arsine		100	100
2642-71-9	Azinphos-Ethyl		100	100/10,000
86-50-0	Azinphos-Methyl		1	10/10,000
98-87-3	Benzal Chloride		5,000	500
98-16-8	Benzenamine, 3-(Trifluoromethyl)-		500	500
100-14-1	Benzene, 1-(Chloromethyl)-4-Nitro-		500	500/10,000
98-05-5	Benzenearsonic Acid		10	10/10,000
3615-21-2	Benzimidazole, 4,5-Dichloro-2-(Trifluoromethyl)-	c	500	500/10,000
98-07-7	Benzotrichloride		10	100

CAS No.	Chemical name	Notes	Reportable quantity *	Threshold planning quantity
			(pounds)	(pounds)
100-44-7	Benzyl Chloride		100	500
140-29-4	Benzyl Cyanide	d	500	500
15271-41-7	Bicyclo[2.2.1]Heptane-2-Carbonitrile, 5-Chloro-6-((((Methylamino)Carbonyl)Oxy)Imino)-, (1s-(1-alpha,2-beta,4-alpha,5-alpha,6E))-		500	500/10,000
534-07-6	Bis(Chloromethyl) Ketone		10	10/10,000
4044-65-9	Bitoscanate		500	500/10,000
10294-34-5	Boron Trichloride		500	500
7/2/7637	Boron Trifluoride		500	500
353-42-4	Boron Trifluoride Compound With Methyl Ether (1:1)		1,000	1,000
28772-56-7	Bromadiolone		100	100/10,000
7726-95-6	Bromine	f	500	500
1306-19-0	Cadmium Oxide		100	100/10,000
2223-93-0	Cadmium Stearate	b	1,000	1,000/10,000
7778-44-1	Calcium Arsenate		1	500/10,000
8001-35-2	Camphechlor		1	500/10,000
56-25-7	Cantharidin		100	100/10,000
51-83-2	Carbachol Chloride		500	500/10,000
26419-73-8	Carbamic Acid, Methyl-, O-(((2,4-Dimethyl-1, 3-Dithiolan-2-yl)Methylene)Amino)-		100	100/10,000
1563-66-2	Carbofuran		10	10/10,000
75-15-0	Carbon Disulfide	f	100	10,000
786-19-6	Carbophenothion		500	500
57-74-9	Chlordane		1	1,000
470-90-6	Chlorfenvinfos		500	500
7782-50-5	Chlorine		10	100
24934-91-6	Chlormephos		500	500
999-81-5	Chlormequat Chloride	d	100	100/10,000
79-11-8	Chloroacetic Acid		100	100/10,000
107-07-3	Chloroethanol		500	500
627-11-2	Chloroethyl Chloroformate		1,000	1,000
67-66-3	Chloroform	f	10	10,000
542-88-1	Chloromethyl Ether	d	10	100
107-30-2	Chloromethyl Methyl Ether	b	10	100
3691-35-8	Chlorophacinone		100	100/10,000

CAS No.	Chemical name	Notes	Reportable quantity *	Threshold planning quantity
			(pounds)	(pounds)
1982-47-4	Chloroxuron		500	500/10,000
21923-23-9	Chlorthiophos	d	500	500
10025-73-7	Chromic Chloride		1	1/10,000
62207-76-5	Cobalt, ((2,2′-(1,2-Ethanediylbis (Nitrilomethylidyne)) Bis(6-Fluorophenolato))(2-)-N,N′,O,O′)-		100	100/10,000
10210-68-1	Cobalt Carbonyl	d	10	10/10,000
64-86-8	Colchicine	d	10	10/10,000
56-72-4	Coumaphos		10	100/10,000
5836-29-3	Coumatetralyl		500	500/10,000
95-48-7	Cresol, o-		100	1,000/10,000
535-89-7	Crimidine		100	100/10,000
4170-30-3	Crotonaldehyde		100	1,000
123-73-9	Crotonaldehyde, (E)-		100	1,000
506-68-3	Cyanogen Bromide		1,000	500/10,000
506-78-5	Cyanogen Iodide		1,000	1,000/10,000
2636-26-2	Cyanophos		1,000	1,000
675-14-9	Cyanuric Fluoride		100	100
66-81-9	Cycloheximide		100	100/10,000
108-91-8	Cyclohexylamine	f	10,000	10,000
17702-41-9	Decaborane(14)		500	500/10,000
8065-48-3	Demeton		500	500
919-86-8	Demeton-S-Methyl		500	500
10311-84-9	Dialifor		100	100/10,000
19287-45-7	Diborane		100	100
111-44-4	Dichloroethyl ether		10	10,000
149-74-6	Dichloromethylphenylsilane		1,000	1,000
62-73-7	Dichlorvos		10	1,000
141-66-2	Dicrotophos		100	100
1464-53-5	Diepoxybutane		10	500
814-49-3	Diethyl Chlorophosphate	d	500	500
71-63-6	Digitoxin	b	100	100/10,000
7/5/2238	Diglycidyl Ether		1,000	1,000
20830-75-5	Digoxin	d	10	10/10,000
115-26-4	Dimefox		500	500
60-51-5	Dimethoate		10	500/10,000
2524-03-0	Dimethyl Phosphorochloridothioate		500	500
77-78-1	Dimethyl sulfate		100	500

CAS No.	Chemical name	Notes	Reportable quantity *	Threshold planning quantity
			(pounds)	(pounds)
75-78-5	Dimethyldichlorosilane	d	500	500
57-14-7	Dimethylhydrazine		10	1,000
99-98-9	Dimethyl-p-Phenylenediamine		10	10/10,000
644-64-4	Dimetilan		1	500/10,000
534-52-1	Dinitrocresol		10	10/10,000
88-85-7	Dinoseb		1,000	100/10,000
1420-07-1	Dinoterb		500	500/10,000
78-34-2	Dioxathion		500	500
82-66-6	Diphacinone		10	10/10,000
152-16-9	Diphosphoramide, Octamethyl-		100	100
298-04-4	Disulfoton		1	500
514-73-8	Dithiazanine Iodide		500	500/10,000
541-53-7	Dithiobiuret		100	100/10,000
316-42-7	Emetine, Dihydrochloride	d	1	1/10,000
115-29-7	Endosulfan		1	10/10,000
4/3/2778	Endothion		500	500/10,000
72-20-8	Endrin		1	500/10,000
106-89-8	Epichlorohydrin	f	100	1,000
2104-64-5	EPN		100	100/10,000
50-14-6	Ergocalciferol	b	1,000	1,000/10,000
379-79-3	Ergotamine Tartrate		500	500/10,000
1622-32-8	Ethanesulfonyl Chloride, 2-Chloro-		500	500
10140-87-1	Ethanol, 1,2-Dichloro-, Acetate		1,000	1,000
563-12-2	Ethion		10	1,000
13194-48-4	Ethoprophos		1,000	1,000
538-07-8	Ethylbis(2-Chloroethyl)Amine	d	500	500
371-62-0	Ethylene Fluorohydrin	b, d	10	10
75-21-8	Ethylene Oxide	f	10	1,000
107-15-3	Ethylenediamine		5,000	10,000
151-56-4	Ethyleneimine		1	500
542-90-5	Ethylthiocyanate		10,000	10,000
22224-92-6	Fenamiphos		10	10/10,000
115-90-2	Fensulfothion	d	500	500
4301-50-2	Fluenetil		100	100/10,000
7782-41-4	Fluorine	e	10	500
640-19-7	Fluoroacetamide		100	100/10,000
144-49-0	Fluoroacetic Acid		10	10/10,000

CAS No.	Chemical name	Notes	Reportable quantity *	Threshold planning quantity
			(pounds)	(pounds)
359-06-8	Fluoroacetyl Chloride	b	10	10
51-21-8	Fluorouracil		500	500/10,000
944-22-9	Fonofos		500	500
50-00-0	Formaldehyde	f	100	500
107-16-4	Formaldehyde Cyanohydrin	d	1,000	1,000
23422-53-9	Formetanate Hydrochloride	d	100	500/10,000
2540-82-1	Formothion		100	100
17702-57-7	Formparanate		100	100/10,000
21548-32-3	Fosthietan		500	500
3878-19-1	Fuberidazole		100	100/10,000
110-00-9	Furan		100	500
13450-90-3	Gallium Trichloride		500	500/10,000
77-47-4	Hexachlorocyclopentadiene	d	10	100
11/4/4835	Hexamethylenediamine, N,N′-Dibutyl-		500	500
302-01-2	Hydrazine		1	1,000
74-90-8	Hydrocyanic Acid		10	100
7647-01-0	Hydrogen Chloride (gas only)	f	5,000	500
7664-39-3	Hydrogen Fluoride		100	100
7722-84-1	Hydrogen Peroxide (Conc >52%)	f	1,000	1,000
7/5/7783	Hydrogen Selenide		10	10
6/4/7783	Hydrogen Sulfide	f	100	500
123-31-9	Hydroquinone	f	100	500/10,000
13463-40-6	Iron, Pentacarbonyl-		100	100
297-78-9	Isobenzan		100	100/10,000
78-82-0	Isobutyronitrile	d	1,000	1,000
102-36-3	Isocyanic Acid, 3,4-Dichlorophenyl Ester		500	500/10,000
465-73-6	Isodrin		1	100/10,000
55-91-4	Isofluorphate	b	100	100
4098-71-9	Isophorone Diisocyanate	g	500	500
108-23-6	Isopropyl Chloroformate		1,000	1,000
119-38-0	Isopropylmethyl-pyrazolyl Dimethylcarbamate		100	500
78-97-7	Lactonitrile		1,000	1,000
21609-90-5	Leptophos		500	500/10,000
541-25-3	Lewisite	b, d	10	10

CAS No.	Chemical name	Notes	Reportable quantity *	Threshold planning quantity
			(pounds)	(pounds)
58-89-9	Lindane		1	1,000/10,000
7580-67-8	Lithium Hydride	a	100	100
109-77-3	Malononitrile		1,000	500/10,000
12108-13-3	Manganese, Tricarbonyl Methylcyclopentadienyl	d	100	100
51-75-2	Mechlorethamine	b	10	10
950-10-7	Mephosfolan		500	500
1600-27-7	Mercuric Acetate		500	500/10,000
7487-94-7	Mercuric Chloride		500	500/10,000
21908-53-2	Mercuric Oxide		500	500/10,000
10476-95-6	Methacrolein Diacetate		1,000	1,000
760-93-0	Methacrylic Anhydride		500	500
126-98-7	Methacrylonitrile	d	1,000	500
920-46-7	Methacryloyl Chloride		100	100
30674-80-7	Methacryloyloxyethyl Isocyanate	d	100	100
10265-92-6	Methamidophos		100	100/10,000
558-25-8	Methanesulfonyl Fluoride		1,000	1,000
950-37-8	Methidathion		500	500/10,000
2032-65-7	Methiocarb		10	500/10,000
16752-77-5	Methomyl	d	100	500/10,000
151-38-2	Methoxyethylmercuric Acetate		500	500/10,000
80-63-7	Methyl 2-Chloroacrylate		500	500
74-83-9	Methyl Bromide	f	1,000	1,000
79-22-1	Methyl Chloroformate	d	1,000	500
60-34-4	Methyl Hydrazine		10	500
624-83-9	Methyl Isocyanate		10	500
556-61-6	Methyl Isothiocyanate	a	500	500
74-93-1	Methyl Mercaptan	f	100	500
3735-23-7	Methyl Phenkapton		500	500
676-97-1	Methyl Phosphonic Dichloride	a	100	100
556-64-9	Methyl Thiocyanate		10,000	10,000
78-94-4	Methyl Vinyl Ketone		10	10
502-39-6	Methylmercuric Dicyanamide		500	500/10,000
75-79-6	Methyltrichlorosilane	d	500	500
1129-41-5	Metolcarb		1,000	100/10,000
7786-34-7	Mevinphos		10	500
315-18-4	Mexacarbate	d	1,000	500/10,000
50-07-7	Mitomycin C		10	500/10,000

CAS No.	Chemical name	Notes	Reportable quantity *	Threshold planning quantity
			(pounds)	(pounds)
6923-22-4	Monocrotophos		10	10/10,000
2763-96-4	Muscimol		1,000	500/10,000
505-60-2	Mustard Gas	d	500	500
13463-39-3	Nickel Carbonyl		10	1
54-11-5	Nicotine	b	100	100
65-30-5	Nicotine Sulfate		100	100/10,000
7697-37-2	Nitric Acid		1,000	1,000
10102-43-9	Nitric Oxide	b	10	100
98-95-3	Nitrobenzene	f	1,000	10,000
1122-60-7	Nitrocyclohexane		500	500
10102-44-0	Nitrogen Dioxide		10	100
62-75-9	Nitrosodimethylamine	d	10	1,000
991-42-4	Norbormide		100	100/10,000
	Organorhodium Complex (PMN-82-147)		10	10/10,000
630-60-4	Ouabain	b	100	100/10,000
23135-22-0	Oxamyl		100	100/10,000
78-71-7	Oxetane, 3,3-Bis(Chloromethyl)-		500	500
7/6/2497	Oxydisulfoton	d	500	500
10028-15-6	Ozone		100	100
1910-42-5	Paraquat Dichloride		10	10/10,000
2074-50-2	Paraquat Methosulfate		10	10/10,000
56-38-2	Parathion	b	10	100
298-00-0	Parathion-Methyl	b	100	100/10,000
12002-03-8	Paris Green		1	500/10,000
19624-22-7	Pentaborane		500	500
2570-26-5	Pentadecylamine		100	100/10,000
79-21-0	Peracetic Acid		500	500
594-42-3	Perchloromethylmercaptan		100	500
108-95-2	Phenol		1,000	500/10,000
4418-66-0	Phenol, 2,2′-Thiobis(4-Chloro-6-Methyl)-		100	100/10,000
64-00-6	Phenol, 3-(1-Methylethyl)-, Methylcarbamate		10	500/10,000
58-36-6	Phenoxarsine, 10,10′-Oxydi-		500	500/10,000
696-28-6	Phenyl Dichloroarsine	d	1	500
59-88-1	Phenylhydrazine Hydrochloride		1,000	1,000/10,000
62-38-4	Phenylmercury Acetate		100	500/10,000

CAS No.	Chemical name	Notes	Reportable quantity *	Threshold planning quantity
			(pounds)	(pounds)
2097-19-0	Phenylsilatrane	d	100	100/10,000
103-85-5	Phenylthiourea		100	100/10,000
298-02-2	Phorate		10	10
4104-14-7	Phosacetim		100	100/10,000
947-02-4	Phosfolan		100	100/10,000
75-44-5	Phosgene	f	10	10
13171-21-6	Phosphamidon		100	100
7803-51-2	Phosphine		100	500
2703-13-1	Phosphonothioic Acid, Methyl-, O-Ethyl O-(4-(Methylthio) Phenyl) Ester		500	500
50782-69-9	Phosphonothioic Acid, Methyl-, S-(2-(Bis(1Methylethyl)Amino)Ethyl) O-Ethyl Ester		100	100
2665-30-7	Phosphonothioic Acid, Methyl-, O-(4-Nitrophenyl) O-Phenyl Ester		500	500
3254-63-5	Phosphoric Acid, Dimethyl 4-(Methylthio)Phenyl Ester		500	500
2587-90-8	Phosphorothioic Acid, O,O-Dimethyl-S-(2-Methylthio) Ethyl Ester	b, c	500	500
7723-14-0	Phosphorus	a, d	1	100
10025-87-3	Phosphorus Oxychloride		1,000	500
10026-13-8	Phosphorus Pentachloride	a	500	500
12/2/7719	Phosphorus Trichloride		1,000	1,000
57-47-6	Physostigmine		100	100/10,000
57-64-7	Physostigmine, Salicylate (1:1)		100	100/10,000
124-87-8	Picrotoxin		500	500/10,000
110-89-4	Piperidine		1,000	1,000
23505-41-1	Pirimifos-Ethyl		1,000	1,000
10124-50-2	Potassium Arsenite		1	500/10,000
151-50-8	Potassium Cyanide	a	10	100
506-61-6	Potassium Silver Cyanide	a	1	500
2631-37-0	Promecarb	d	1,000	500/10,000
106-96-7	Propargyl Bromide		10	10
57-57-8	Propiolactone, Beta-		10	500
107-12-0	Propionitrile		10	500

CAS No.	Chemical name	Notes	Reportable quantity *	Threshold planning quantity
			(pounds)	(pounds)
542-76-7	Propionitrile, 3-Chloro-		1,000	1,000
70-69-9	Propiophenone, 4-Amino-	c	100	100/10,000
109-61-5	Propyl Chloroformate		500	500
75-56-9	Propylene Oxide	f	100	10,000
75-55-8	Propyleneimine		1	10,000
2275-18-5	Prothoate		100	100/10,000
129-00-0	Pyrene	b	5,000	1,000/10,000
140-76-1	Pyridine, 2-Methyl-5-Vinyl-		500	500
504-24-5	Pyridine, 4-Amino-	d	1,000	500/10,000
1124-33-0	Pyridine, 4-Nitro-,l-Oxide		500	500/10,000
53558-25-1	Pyriminil	d	100	100/10,000
14167-18-1	Salcomine		500	500/10,000
107-44-8	Sarin	d	10	10
7783-00-8	Selenious Acid		10	1,000/10,000
7791-23-3	Selenium Oxychloride		500	500
563-41-7	Semicarbazide Hydrochloride		1,000	1,000/10,000
3037-72-7	Silane, (4-Aminobutyl)Diethoxymethyl-		1,000	1,000
7631-89-2	Sodium Arsenate		1	1,000/10,000
7784-46-5	Sodium Arsenite		1	500/10,000
26628-22-8	Sodium Azide (Na(N3))	a	1,000	500
124-65-2	Sodium Cacodylate		100	100/10,000
143-33-9	Sodium Cyanide (Na(CN))	a	10	100
62-74-8	Sodium Fluoroacetate		10	10/10,000
13410-01-0	Sodium Selenate		100	100/10,000
10102-18-8	Sodium Selenite	d	100	100/10,000
10102-20-2	Sodium Tellurite		500	500/10,000
900-95-8	Stannane, Acetoxytriphenyl-	c	500	500/10,000
57-24-9	Strychnine	b	10	100/10,000
60-41-3	Strychnine Sulfate		10	100/10,000
3689-24-5	Sulfotep		100	500
3569-57-1	Sulfoxide, 3-Chloropropyl Octyl		500	500
9/5/7446	Sulfur Dioxide	f	500	500
7783-60-0	Sulfur Tetrafluoride		100	100
11/9/7446	Sulfur Trioxide	a	100	100
7664-93-9	Sulfuric Acid		1,000	1,000
77-81-6	Tabun	b, d	10	10

CAS No.	Chemical name	Notes	Reportable quantity *	Threshold planning quantity
			(pounds)	(pounds)
7783-80-4	Tellurium Hexafluoride	e	100	100
107-49-3	TEPP		10	100
13071-79-9	Terbufos	d	100	100
78-00-2	Tetraethyllead	b	10	100
597-64-8	Tetraethyltin	b	100	100
75-74-1	Tetramethyllead	b, f	100	100
509-14-8	Tetranitromethane		10	500
10031-59-1	Thallium Sulfate	d	100	100/10,000
6533-73-9	Thallous Carbonate	b, d	100	100/10,000
7791-12-0	Thallous Chloride	b, d	100	100/10,000
2757-18-8	Thallous Malonate	b, d	100	100/10,000
7446-18-6	Thallous Sulfate		100	100/10,000
2231-57-4	Thiocarbazide		1,000	1,000/10,000
39196-18-4	Thiofanox		100	100/10,000
297-97-2	Thionazin		100	500
108-98-5	Thiophenol		100	500
79-19-6	Thiosemicarbazide		100	100/10,000
5344-82-1	Thiourea, (2-Chlorophenyl)-		100	100/10,000
614-78-8	Thiourea, (2-Methylphenyl)-		500	500/10,000
7550-45-0	Titanium Tetrachloride		1,000	100
584-84-9	Toluene 2,4-Diisocyanate		100	500
91-08-7	Toluene 2,6-Diisocyanate		100	100
110-57-6	Trans-1,4-Dichlorobutene		500	500
1031-47-6	Triamiphos		500	500/10,000
24017-47-8	Triazofos		500	500
76-02-8	Trichloroacetyl Chloride		500	500
115-21-9	Trichloroethylsilane	d	500	500
327-98-0	Trichloronate	e	500	500
98-13-5	Trichlorophenylsilane	d	500	500
1558-25-4	Trichloro(Chloromethyl)Silan e		100	100
27137-85-5	Trichloro(Dichlorophenyl) Silane		500	500
998-30-1	Triethoxysilane		500	500
75-77-4	Trimethylchlorosilane		1,000	1,000
824-11-3	Trimethylolpropane Phosphite	d	100	100/10,000
1066-45-1	Trimethyltin Chloride		500	500/10,000
639-58-7	Triphenyltin Chloride		500	500/10,000
555-77-1	Tris(2-Chloroethyl)Amine	d	100	100
2001-95-8	Valinomycin	b	1,000	1,000/10,000

CAS No.	Chemical name	Notes	Reportable quantity *	Threshold planning quantity
			(pounds)	(pounds)
1314-62-1	Vanadium Pentoxide		1,000	100/10,000
108-05-4	Vinyl Acetate Monomer	f	5,000	1,000
81-81-2	Warfarin		100	500/10,000
129-06-6	Warfarin Sodium	d	100	100/10,000
28347-13-9	Xylylene Dichloride		100	100/10,000
58270-08-9	Zinc, Dichloro(4,4-Dimethyl-5((((Methylamino)Carbonyl) Oxy)Imino)Pentanenitrile)-, (T-4)-		100	100/10,000
1314-84-7	Zinc Phosphide	a	100	500

* Only the statutory or final RQ is shown. For more information, see 40 CFR 355.61.

Notes:

a. This material is a reactive solid. The TPQ does not default to 10,000 pounds for non-powder, non-molten, non-solution form.

b. The calculated TPQ changed after technical review as described in a technical support document for the final rule, April 22, 1987.

c. Chemicals added by final rule, April 22, 1987.

d. Revised TPQ based on new or re-evaluated toxicity data, April 22, 1987.

e. The TPQ was revised due to calculation error, April 22, 1987.

f. Chemicals on the original list that do not meet toxicity criteria but because of their acute lethality, high production volume and known risk are considered chemicals of concern ("Other chemicals"), November 17, 1986 and February 15, 1990.

g. The TPQ was recalculated (September 8, 2003) since it was mistakenly calculated in the April 22, 1987 final rule under the wrong assumption that this chemical is a reactive solid, when in fact it is a liquid. RQ for this chemical was adjusted on September 11, 2006.

APPENDIX F-1

Post Spill Response Assessment

APPENDIX F-1
CITY OF BREA
Post Spill Response Assessment

Date of Spill:_____ **Date of Assessment**:_____

Location of Spill:_____

State Water Resources Control Board (SWRCB) Spill Category

□ **Category 1** □ **Category 2** □ **Category 3** □ **Category 4**

□ **City Lateral Spill** □ **Private Spill**

Name(s) of Employee(s):

_____ □ Involved with Spill Response □ Involved with Post Response Assessment

_____ □ Involved with Spill Response □ Involved with Post Response Assessment

_____ □ Involved with Spill Response □ Involved with Post Response Assessment

_____ □ Involved with Spill Response □ Involved with Post Response Assessment

_____ □ Involved with Spill Response □ Involved with Post Response Assessment

_____ □ Involved with Spill Response □ Involved with Post Response Assessment

Post Spill Response Questionnaire

1.	Were all the necessary notifications made?	□ Yes □ No
2.	Was the total spill contained within the street?	□ Yes □ No
3.	Do you feel that the spill volume estimate is accurate?	□ Yes □ No
4.	Were there any problems with the correction the spill cause?	□ Yes □ No
5.	Was the total spill cleaned up?	□ Yes □ No
6.	Was water sampling required?	□ Yes □ No
7.	If water sampling was required, was it done per the WDR Order requirements?	□ Yes □ No
8.	Was all the necessary reporting completed?	□ Yes □ No

If answered "no" to any above questions, please detail problems encountered during the spill response.

_____

_____

_____

_____

_____

Recommendations for changes to Spill Emergency Response Plan procedures:_____

_____

_____

_____

_____

_____

_____

_____

_____

Recommendations for future training:_____

_____

_____

_____

_____

APPENDIX F-2

Annual Spill Response Evaluation

APPENDIX F-2
CITY OF BREA
Annual Spill Response Evaluation

Calendar Year_____ **Date of Evaluation** _____

Name(s) of Employee(s) Conducting Annual Spill Response Evaluation:

_____ _____

_____ _____

List Training Dates and Topics During Calendar Year

Training Date _____ **Training Topic** _____

Training Date _____ **Training Topic** _____

Training Date _____ **Training Topic** _____

Training Date _____ **Training Topic** _____

Is additional Office and/or Field training necessary. (Yes / No)
(Check all that Apply)

- ☐ Notification
- ☐ Containment
- ☐ Spill Volume Estimation
- ☐ Gravity Sewer Correction
- ☐ Pump Station Correction
- ☐ Forcemain Correction
- ☐ Monitoring
- ☐ Water Sampling
- ☐ Cleanup
- ☐ Reporting

Recommendations for future training:_____

_____

_____

_____

_____

Post Spill Response Recommendations Questionnaire

Were recommendation made within the past year for the following:

1. Notification Procedures ☐ Yes ☐ No
2. Containment Procedures ☐ Yes ☐ No
3. Volume Estimation Procedures ☐ Yes ☐ No
4. Correction Procedures ☐ Yes ☐ No
5. Cleanup Procedures ☐ Yes ☐ No
6. Sampling Procedures ☐ Yes ☐ No
7. Reporting Procedures ☐ Yes ☐ No

If answered "yes" to any above questions, please detail what actions were taken to improve the spill response plan.

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

Annual Spill Summary Table

Count	Spill Date	Category				Spill Volume (gallons)	Voume Discharged to a Surface Water (gallons)	Volume Recovered (gallons)	Recommendations from Assessment(s)
		1	2	3	4				
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
	Total								

Total Spill Volume (Discharged and Recovered) _____

Percentage of Recovered Volume to Total Spill Volume (%) _____

Appendix F: Performance Measure Indicators

City of Brea
Sanitary Sewer Management Program
Performance Measure Indicators

Overflow Prevention / Collection System Maintenance						
Performance Indicator	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
	Actual	Actual	Estimated	Projected	Projected	Projected
INPUT						
Total SSO response time (receipt of notification to site arrival)						
Total person-hours spent in responding to and alleviating SSO's						
Total miles of SS in the system						
Total number of gravity sewer system maintenance personnel						
Total number of pumping plant maintenance personnel						
Total number of scheduled manhole inspections						
WORKLOAD / OUTPUT						
Total number of SSO's responded to in 12-month period						
Number of SSO's > 1,000 gallons responded to						
Number of SSO's responded to within 30-minutes of less						
Total miles of sewer line maintained						
Total number of pump stations maintained						
Total number of manhole imspections completed						
Total FOG related SSO's cleared						
Total root related SSO's cleared						
Total SSO's due to other causes (debris, vandalism,etc.)						
Total number of capacity related SSO's						
Total number of SSO's due to pump station malfunction						
Total number of stoppages						
Miles of sewer on monthly check-n-clean						
Miles of sewer on quarterly check-n-clean						
EFFICIENCY						
Number of SSO's per 100 miles of sewer line						
Number of stoppages per 100 miles of sewer line						
Number of SSO's that reached "Waters of the United States"						
Number of pump stations with one or more malfunctions						
Number of pump stations per electro-mechanic crew						
Average response time per SSO						
Percent decrease in length of sewer line on quarterly of less schedule						
EFFECTIVENESS / OUTCOME						
Percentage of SSO's > 1,000 gallons						
Percentage of SSO's due to FOG						
Percentage of SSO's due to roots						
Percentage of SSO's due to other causes						
Percentage of SSO's that reached "Waters of the United States"						
Percentage of sewer on quarterly of less frequent schedules						
Percentage of pump stations with one or more malfunctions resulting in an SSO						
Percentage of SSO's with response time less than 30-minutes						
Percentage of stoppages not resulting in SSO						
OBJECTIVE: To establish baseline performance measures for effective operations and maintenance of the community sewer system						
EXPLANATORY NOTES:						

Appendix G: Sewer System Management Audits

CITY OF BREA

SEWER SYSTEM MANAGEMENT PLAN
2021 AUDIT

Prepared For:

CITY OF BREA
1 Civic and Cultural Center
Brea, CA 92821

Prepared By:

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January 2022

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SECTION I
INTRODUCTION

I-1 Sanitary Sewer System Waste Discharge Requirements

The California State Water Resources Control Board (State Water Board) adopted Statewide General Waste Discharge Requirements for sanitary sewer systems in May 2006 as Order No. 2006-0003. In 2008, the Monitoring and Reporting Program (MRP) portion of the Waste Discharge Requirements (WDR) was revised as Order No. 2008-0002-EXEC. The MRP was amended again in September 2013. The Amendment, WQO 2013-0058-EXEC became effective on September 9, 2013. These Water Quality Orders are referred to as the Sanitary Sewer System Waste Discharge Requirements (WDR).

The purpose of the WDR is to provide consistent statewide requirements for quantifying and reducing the number of wastewater spills and the volume of wastewater spilled in the State of California.

I-2 State Water Resources Control Board Order No. 2006-0003

Provision 11 of Order No. 2006-0003 (Order 2006-0003), sets the requirement for the preparation of a Sewer Systems Management Plan that addresses proper funding, management, operation and maintenance of the sanitary sewer system:

> *The enrollee shall develop and implement a written Sewer System Management Plan (SSMP) and make it available to the State and/or Regional Water Board upon request. A copy of this document must be publicly available at the Enrollee's office and/or available on the internet. This SSMP must be approved by the Enrollee's governing board at a public meeting.*

In Provision 13, mandatory elements of the SSMP are specified. The order requires:

> *As part of the SSMP, the Enrollee shall conduct periodic internal audits, appropriate to the size of the system and the number of SSOs. At a minimum, these audits must occur every two years and a report must be prepared and kept on file. This audit shall focus on evaluating the effectiveness of the SSMP and the Enrollee's compliance with the SSMP requirements identified in this subsection (D.13), including identification of any deficiencies in the SSMP and steps to correct them.*

The City of Brea's (City) initial SSMP document was approved in November 2009. It was subsequently updated and certified in November, 2016.

I-3 Amended Monitoring and Reporting Program, Water Quality Order No. 2013-0058-EXEC

The amended Monitoring and Reporting Program (amended MRP), which became effective on September 9, 2013 established monitoring, record keeping, reporting, and public notification requirements for Order 2006-0003. The amended MRP revised the spill categories and added a third category. A very important element of the amended MRP is the requirement for preparation of SSO Technical Reports for spills that equal or exceed 50,000 gallons that are spilled to surface waters, and development of a SSO Water Quality Monitoring Program. The City's Emergency Overflow Response Plan will need to be updated to comply with the amended MRP requirements.

I-4 California Regional Water Quality Control Board, Santa Ana Region, General Waste Discharge Requirements Order No. R8-2002-0014

The California Regional Water Quality Control Board, Santa Ana Region (RWQCB-SA) required the preparation of a Sewer System Management Plan, as included in Provision 11 of Order No. R8-2002-0014, General Water Discharge Requirements for Sewage Collection Agencies in Orange County within the Santa Ana Region. The RWQCB-SA adopted its general waste discharge requirements in April 2002, which was over four (4) years prior to the statewide order adoption. Order R8-2002-0014 was critical in the development of the statewide Order 2006-0003. While the general requirements of Order 2006-0003 and R8-2002-0014 are similar, the regulations contain differences in its organization and wording.

The City's certified its regional SSMP in September 2005, in accordance with the RWQCB-SA Order No. R8-2002-0014. Updates were made in 2009 and 2016 to comply with the requirements of the SWRCB Order 2006-0003.

SECTION 1
GOALS

1-1 Waste Discharge Requirement

Order No. 2006-0003 states that:

The goal of the SSMP is to provide a plan and schedule to properly manage, operate, and maintain all parts of the sanitary sewer system. This will help reduce and prevent SSOs, as well as mitigate any SSOs that do occur.

1-2 Goals of the Sewer System Management Plan

The City of Brea's (City) current SSMP goals include the following:

1. Prevent sewer system overflows by:
    a. Providing adequate capacity in its system in accordance with its criteria, and schedule detailed in its System Evaluation and Capacity Assurance Plan
    b. Cost effectively minimizing the sources of inflow and infiltration
    c. Implementing its fats, oils, and grease (FOG) control program to minimize the entry of these substances into its collection system
    d. Inspecting its system, assessing its condition, and replacing and/or rehabilitating it as detailed and scheduled in its Operation and Maintenance Program
    e. Establishing and implementing an Operation and Maintenance program with adequately trained staff to not only prevent SSO's, but also to extend the useful life of its system
    f. Establishing proper legal authority for implementing the above
    g. Maintaining the necessary level of funding for providing proper operation, maintenance, and repair of its system as detailed in its Operation and Maintenance Program; and providing adequate capacity as detailed in its System Evaluation and Capacity Assurance Plan through periodic reviews of its rate structure.
2. Minimize the impact of SSO's that do occur by preparing a proper Overflow Emergency Response Plan, training its staff in its implementation, and implementing the plan when needed.
3. Document all SSOs and establish procedures for reporting SSO events and taking remedial actions to prevent future SSOs.

1-3 Compliance

As required by Order No. 2006-0003, the City completed and certified its schedule prior to November 2, 2007.

The City has a Username and Password for the California Integrated Water Quality System (CIWQS) website. All SSO events are reported through the CIWQS website, as required by SWRCB.

1-4 Summary of Recommended Updates

The following items are recommended to be updated in SSMP Chapter 1 (Goals):

1. Update goal number two to make it clear that the City has already developed an overflow response plan and trained its staff in its implementation
2. Include goals for maintaining and operating lift stations
3. Include goals for maintaining system records in an electronic format

SECTION 2
ORGANIZATION

2-1 Waste Discharge Requirements

Order No. 2006-0003 requires that the SSMP identify:

(a) The name of the responsible or authorized representative as described in Section J of this Order,

(b) The names and telephone numbers of management, administrative and maintenance positions responsible for implementing specific measures in the SSMP program. The SSMP must identify lines of authority through an organization chart or similar document with a narrative explanation; and

(c) The chain of communication for reporting SSOs, from receipt of a complaint or other information, including the person responsible for reporting SSOs to the State and Regional Water Board, and other agencies as applicable (such as County Health Officer, County Environmental Health Agency, and/or State Office of Emergency Services (OES).

2-2 Compliance

The City is in compliance with the Organization requirements of Order No. 2006-0003.

a. Legally Responsible Official

Order 2006-003-DWQ requires that the City's SSMP identify "*the name of the responsible or authorized representative as described in Section J of this Order."*

The City's 2016 SSMP names the City's Public Works Superintendent, Will Wenz as the "authorized representative" or legally responsible official (LRO).

b. Organization Chart

Order 2006-003-DWQ requires that the City's SSMP identify "*the names and telephone numbers of management, administrative and maintenance positions responsible for implementing specific measures in the SSMP program. The SSMP must identify lines of authority through an organization chart or similar document with a narrative explanation."*

The City has provided the contact information of the responsible management, engineering, and maintenance positions within its 2016 SSMP. The following City employees are identified:

- City Manager: Bill Gallardo
- City Engineer: Steve Kooyman
- Environmental Services Coordinator: Brian Ingallinera
- Engineering: Raul Lising
- Public Works Director : Tony Olmos
- Maintenance Services Superintendent: Will Wenz
- Street Supervisor: Jerry Mesta

The roles and responsibilities of these positions are detailed in the 2016 SSMP document and summarized in Table 2-1. The list of employees and the responsibility summary chart need to be corrected in the City's SSMP document as they are out of date. Currently, Michael Ho is the City Engineer/Acting Public Works Director. Raul Lising and Tony Olmos are no longer with the City. The responsibilities of the City Assistant Engineer have been transferred to the City Engineer.

Table 2-1
SSMP Responsibility Summary

SSMP Responsibility	City Manager	City Engineer	Environmental Services Coordinator	City Assistant Engineer	Public Works Director	Maintenance Services Superintendent	Street Supervisor
Legally Responsible Official						LRO	
Sewer Enterprise Funding Plan	O	P					
SSMP Legal Authority	O						
Goals of SSMP		E					
Up-to-date map of collection system, pumping facilities, and stormwater conveyances		O					
System Evaluation and Capacity Assurance Plan		O					
Develop Design Criteria		O					
Develop Capital Improvement Program for Capacity Deficiencies		O					
Sewer System Rehabilitation Plan		P		O		P	
Emergency Overflow Response Plan		P				P	
Preventative Maintenance Program		P				P	
FOG Program		P	O			P	
FOG Outreach			O				
Implementation of FOG Program			O				
Regional Plan for Alternative Methods for FOG Disposal			P				
FOG Source Control Measures			O				
Design and Construction Standards		O				P	
Procedures and Standards for Inspection and Testing		O				P	
Construction inspection of new sewer, pump stations, and rehabilitation projects		P					
Plan Preparation		O					
SSMP Monitoring					P		
SSMP Internal Audits		O			P		
SSMP Communication Plan		O					
SSMP Updates					P		
CCTV Inspection and Condition Assessment						O	O
SSO Trend Maintenance						O	
Data Requests for SSMP Activities						O	
Maintenance work prioritization and scheduling							O
Staff Training Program							O
Equipment Inventory							O
Sanitary Sewer Overflows						O	

O = Oversees
M = Manages
P = Participates
E = Enforce
LRO = Legally Responsible Official

The City's SSMP document needs to be reviewed and updated every five (5) years, as required by Order No. 2006-0003, Provision D.14. It is not unreasonable that City employee's positions, roles, and responsibilities could change between the official SSMP document updates, which cause the Organization section of the City's SSMP document to become outdated. Section 9 of this SSMP Audit, includes the recommendation to create a "Change Log" section in the back of the SSMP document. It is recommended that the City use the "Change Log" to track changes to the contact information, roles, and responsibilities as the City staff changes. These updates would be incorporated in the SSMP document at the time of the next required update.

c. Chain of Communication for SSOs

Order 2006-003-DWQ requires that the City's SSMP identify "*the chain of communication for reporting SSOs, from receipt of a complaint or other information, including the person responsible for reporting SSOs to the State and Regional Board, and other agencies as applicable (such as County Health Officer, County Environmental Health Agency, and/or State Office of Emergency Services (OES).*"

The City's Overflow Emergency Response Plan (OERP) is summarized in SSMP Chapter 6 and the Overflow Response Procedures are included as Appendix J. The flowchart of the City's SSO reporting procedures and the responsible party contact information is summarized in SSMP Chapter 2. Figure 2-1 represents the flowchart of the City's SSO reporting procedures.

The contact list for business and after hours were also summarized for the following:

- Maintenance Superintendent
- Maintenance Supervisor
- Police and Fire Dispatch
- Regional Water Quality Control Board: Santa Ana Region
- State Office of Emergency Services
- Orange County Health Care Agency
- Orange County Public Works Storm Drain/Flood Control
- Orange County Sanitation District
- Orange County Public Works Department
- California Highway Patrol Orange County Communications Center
- County of Orange Sheriff's Department
- Caltrans
- City Manager
- Director of Public Works
- City Engineer
- Building Officials
- Public Works Services Yard Receptionist

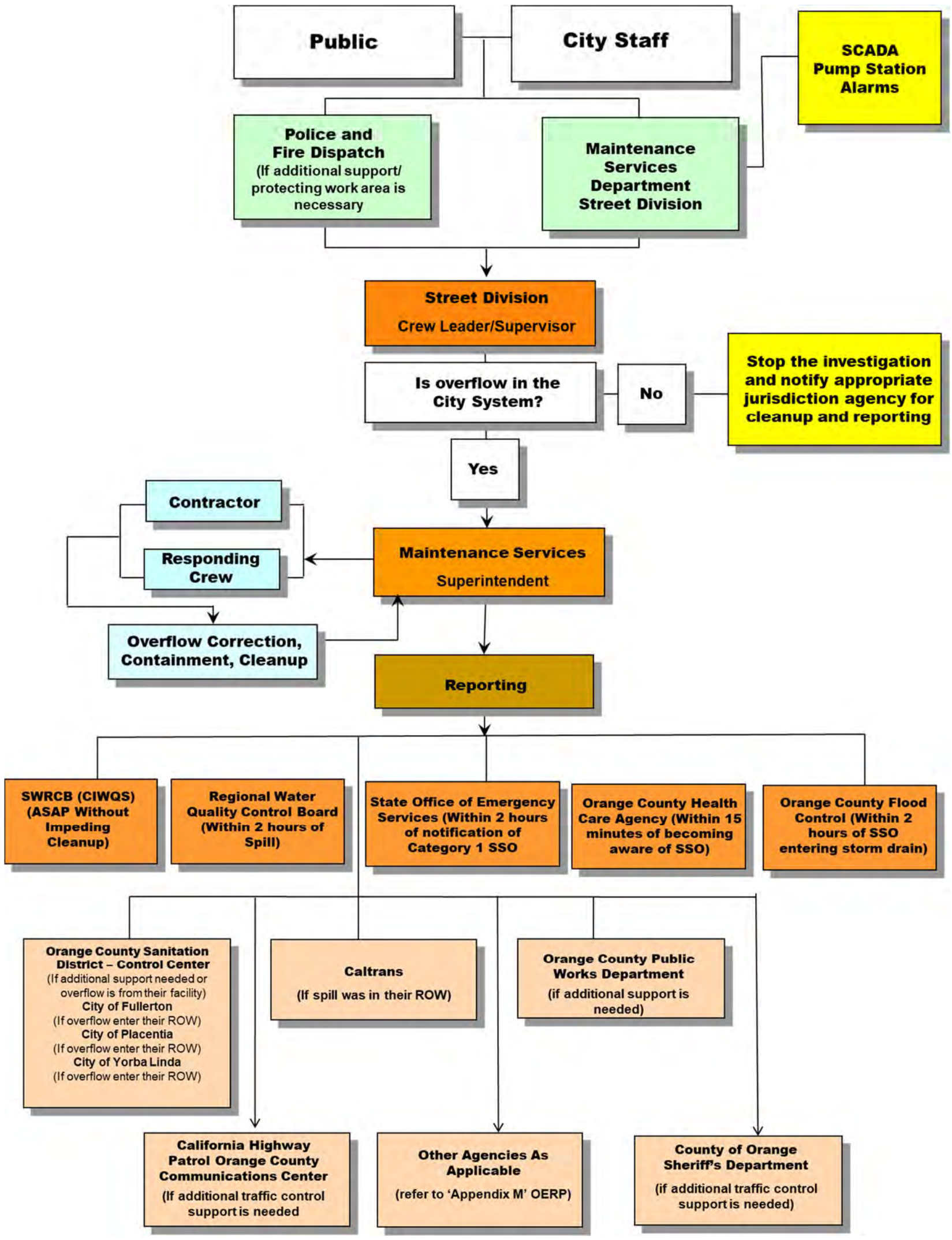
2-3 Summary of Recommendations

The following items are recommended to be updated in the Organization Section of the City's SSMP.

1. Update the list of City employees and the SSMP Responsibility Summary chart.
2. Use the proposed "Change Log" to track any changes to the City staff that conduct SSMP related tasks. Any changes to the contact information should also be tracked.

3. Use the proposed “Change Log” to track any changes to the City staff’s roles and responsibilities as they relate to the SSMP requirements.

Figure 2-1
Sanitary Sewer Overflow Reporting Flowchart



SECTION 3
LEGAL AUTHORITY

3-1 Waste Discharge Requirements

Order 2006-003-DWQ requires that:

> *Each Enrollee must demonstrate, through sanitary sewer system use ordinances, service agreements, or other legally binding procedures, that it possesses the necessary legal authority to:*
>
> *(a) Prevent illicit discharges into its sanitary sewer system (examples may include I/I, stormwater, chemical dumping, unauthorized debris and cut roots, etc);*
>
> *(b) Require that sewers and connections be properly designed and constructed;*
>
> *(c) Ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the Public Agency;*
>
> *(d) Limit the discharge of fats, oils, and grease and other debris that may cause blockages, and*
>
> *(e) Enforce any violation of its sewer ordinances.*

Order 2006-003-DWQ prohibits any SSO that results in a discharge of untreated or partially treated wastewater to the waters of the United States or that creates a nuisance as defined in California Water Code §13050(m).

Legal Authority is a very important component of a sewage collection agency's responsibility in regulating the usage of the sanitary sewer system.

3-2 Compliance

The City possesses the required legal authority through its Municipal Code, available to the public on the City's official website at www.ci.brea.ca.us or codelibrary.amlegal.com/codes/brea/latest/brea_ca/0-0-0-57946. The 2016 SSMP includes references to the Brea Municipal Code (BMC) to summarize how each measure of Order 2006-003-DWQ are met. The section of the BMC that relates to the SSMP are generally included in Title 13 (Utilities), Chapter 13 (Sewers). Table 3-1 summarizes the relevant ordinance sections which correlate to the requirements.

a. Illicit Discharges

Order 2006-003-DWQ requires that the City have legal authority "*to prevent illicit discharges into its sanitary sewer system (examples may include I/I, stormwater, chemical dumping, unauthorized debris and cut roots, etc)"*

BMC §13.00.250 requires all sewer connections to be approved and regulated with a permit issued by the City.

SSMP Chapter 3 (Legal Authority) states *"BMC Section 13.00.551 expressly adopted by reference the Orange County Sanitation District and Orange County Health Care Agency for review of industrial wastewater permit applications."* BMC § 13.00.551 actually encompasses the spill notification process. It is recommended that the City update SSMP Chapter 3 to reference BMC §13.00.230, which encompasses the industrial wastewater permit applications process.

Table 3-1
Summary of Legal Authority

Waste Discharge Requirement		City of Brea Municipal Code Seciton	Recommendations to Legal Authority Chapter
a)	Prevent illicit discharges into its sanitary sewer system (examples may include I/I, stormwater, chemical dumping, unauthorized debris and cut roots, etc)	BMC §13.00.250: All sewer connections must be permitted.	
		BMC §13.00.230: Industrial Waste Permit to be submitted for review and permitting from OCSD and OCHCA.	Change SSMP Chapter 3 reference from §13.00.551 to §13.00.230
		OCSD Ordinance No. OCSD-53: Identifies maximum concentrations on chemicals.	Change SSMP Chapter 3 reference from OCSD-48 to OCSD-53
		BMC §13.00.240: Regulates substances that can be discharged to sewer.	
b)	Require that sewers and connections be properly designed and constructed	BMC §13.00.170: Requires all sewers pipelines be constructed per the City Sewer Standard Plans and Specifications.	
c)	Ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the Public Agency	BMC §13.00.150: Places restrictions on construction of structures such that sewers are accessible for operation and maintenance.	
		California Government Code §54350: Provides authority access facilities for operation and maintenance.	
d)	Limit the discharge of fats, oils, and grease and other debris that may cause blockages	BMC Chapter 13, Title 13, Article V: Provides the regulations related to FOG disposal.	
		BMC §13.00.520: Provides regulations for FSE's to limit FOG concentrations such that they comply with County, State and other regulatory agency requirements.	
		BMC §13.00.572: Provides authority to regulate FOG discharges for individuals that are not FSEs.	Change SSMP Chapter 3 to reference from §13.00.570 to §13.00.572
e)	Enforce any violation of its sewer ordinance	BMC §1.04: Provides authority to enforce all regulations of the Brea Municipal Code and City Ordinances	
		BMC §13.00.570: Provides authority to regulate FSEs	
		BMC §13.00.572: Provides the authority to enforce FOG regulations by making individuals liable for costs incurred from an overflow.	
		BMC §13.00.580: Provides the authority to enforce regulations of FSEs.	Include reference to §13.00.580 in SSMP Chapter 3
		BMC §13.00.260: Provides the authority to enforce regulations relating to sewer use.	Include reference to §13.00.260 in SSMP Chapter 3

Orange County Sanitation District (OCSD) passed and adopted Ordinance OCSD-53 on May 22, 2019, which identifies OCSD sewer discharge regulations. This ordinance repealed Ordinance OCSD-48, which is referenced in the City's SSMP document. It is recommended that the SSMP Chapter 3 be updated such that the reference to Ordinance OCSD-48 is replaced with OCSD-53.

Illicit discharges are primarily controlled by BMC §13.00.240, which states that, *"No person shall discharge or allow to be discharged wastewaters directly or indirectly into city sewer facilities that cause or are capable of causing, either alone or by interaction with other substances, interference with the operation of city sewers".* The general prohibitions are intended to prevent users from introducing any substances into the sewer system that would cause the City to violate any federal, state, or local agency requirements.

The specific prohibitions are intended to prevent users from introducing any substances that into the sewer system that could cause an obstruction in the sewer, cause the sewer environment to become hazardous to life, affect the quality of OCSD's effluent, creates excessive foaming or causes an interference at the treatment facilities, or violates pretreatment standards. Other prohibitions include storm water, unpolluted water, septic tank and cesspool wastes, water at a higher temperature than 140°F, water discharged directly to a manhole or opening in the sewer system, and concentrated wastewater.

b. Design Standards

Order 2006-003-DWQ requires that the City have legal authority to "*require that sewers and connections be properly designed and constructed."* The City has legal authority through BMC §13.00.170, which requires, *"All sewers system pipelines and appurtenances shall be properly constructed in accordance with the City Sewer Standard Plans and Specifications",* which were adopted in November 2013.

The California Plumbing Code, Uniform Plumbing Code, Standard Specifications for Public Works Construction (Greenbook), and the Standard Plans for Public Works Construction (Greenbook) will be applied for anything not specified in the City Standard plans and specifications, at the discretion of the City Engineer.

It is recommended that the City Sewer Standards and Specifications document be updated such that it is consistent with the criteria included in the 2021 Sewer Master Plan, which is being completed. Section 5 of this audit summarizes the specific standards that are recommended to be updated.

c. Access to Facilities

Order 2006-003-DWQ requires that the City have legal authority to "*ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained"* by the City.

BMC §13.00.150 provides the required legal authority for sewer access by stating, *"Users or occupants of a premises where wastewater is created, conveyed, treated, or discharged shall allow city representatives, having presented proper credentials, reasonable access to all parts of the wastewater generating and disposal facilities for the purposes of inspection, sampling, monitoring, reviewing or copying records, photographing, videotaping, or recording during all times that the discharger's facility is open, operating, or any other reasonable time. No user shall interfere with, delay, resist or refuse entrance to authorized city or OCSD personnel attempting to inspect any facility involved directly or indirectly with a discharge of wastewater to the city's sewer system."*

California Government Code: §54350 also provides the local agencies the authority to all its sewer facilities for operation and maintenance.

d. Fats, Oils, and Grease

Order 2006-003-DWQ requires that the City have legal authority to "*limit the discharge of fats, oils, and grease and other debris that may cause blockages".*

The City has the legal authority to manage Fats, Oils, and Grease (FOG) discharges through BMC Chapter 13, Title 13, Article V (Fats, Oils and Grease Disposal). BMC §13.00.520 states, *"Notwithstanding any other provisions of this article, no food facility shall discharge or cause to be discharged into the sewer system FOG that exceeds a concentration level adopted by regulatory agency or that may accumulate and/or cause or contribute to blockages or interferences within the sewer system or at a sewer system lateral which connects the food facility to the sewer system."* The FOG discharges shall comply with the requirements of OCSD and the SRWCB.

BMC Chapter 13, Title 13, Article V also includes regulations regarding FOG wastewater discharge permit requirements, food grinders, FOG pretreatment, grease control devices, and best management practices.

SSMP Chapter 3 (Legal Authority) states, *"the City's authority to limit the discharge of FOG by individuals not associated with a Food Service Establishments (FSE) is established by BMC §13.00.570."* It is recommended that the reference be updated to BMC §13.00.572, which provide more general FOG discharge regulations that apply to individuals not associated with a FSEs. BMC §13.00.570 specifically refers to violations from food facilities.

e. Enforcement

Order 2006-003-DWQ requires that the City have legal authority "*to enforce any violation of its sewer ordinance".*

SSMP Chapter 3 (Legal Authority) references BMC Chapter 1.04, which provides the authority to enforce all violations of the BMC and/or any other City Ordinance. Also referenced are BMC §13.00.570 and 13.00.572, which define FOG related violations and service charges/expenses due to damages to sewer system. It is recommended that the City update SSMP Chapter 3 to also reference BMC §13.00.580, which specifically provides authority of enforcement of FOG regulations.

It is also recommended that the City update SSMP Chapter 3 reference BMC §13.00.260 which provides enforcement regulations regarding the use of the City sewers:

f. Operation and Maintenance

SSMP Chapter 3 references BMC §13.00.420 which identifies that the City sets aside funding for sewer activities that include but are not limited to operation and maintenance and sewer improvement projects. The SSMP document also references the California Government Code: §37100, which grants local agencies the authority to pass ordinances that are not in conflict with Federal and State laws.

3-2 Summary of Recommended Updates

The following items are recommended to be added and/or updated in SSMP Chapter 3:

1. It is recommended that the City update SSMP Chapter 3 to reference BMC §13.00.230, which encompasses the industrial wastewater permit applications process.
2. It is recommended that the SSMP Chapter 3 be updated such that the reference to Ordinance OCSD-48 is replaced with OCSD-53.

3. It is recommended that the City Sewer Standards and Specifications document be updated such that it is consistent with the criteria included in the 2021 Sewer Master Plan, which is being completed. Section 5 of this audit summarizes the specific standards that are recommended to be updated.
4. SSMP Chapter 3 (Legal Authority) states, *"the City's authority to limit the discharge of FOG by individuals not associated with a Food Service Establishments (FSE) is established by BMC §13.00.570."* It is recommended that the reference be updated to BMC §13.00.572, which provide more general FOG discharge regulations that apply to individuals not associated with a FSEs.
5. It is recommended that the City update SSMP Chapter 3 to also reference BMC §13.00.580, which specifically provides authority of enforcement of FOG regulations.
6. It is also recommended that the City update SSMP Chapter 3 reference BMC §13.00.260 which provides enforcement regulations regarding the use of the City sewers

SECTION 4
OPERATION AND MAINTENANCE PROGRAM

4-1 Waste Discharge Requirements

Order 2006-003-DWQ requires that:

The SSMP must include those elements listed below that are appropriate and applicable to the Enrollee's system:

(a) Maintain an up-to-date map of the sanitary sewer system, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable stormwater conveyance facilities.

(b) Describe routine preventive operation and maintenance activities by staff and contractors, including a system for scheduling regular maintenance and cleaning of the sanitary sewer system with more frequent cleaning and maintenance targeted at known problem areas. The Preventative Maintenance (PM) program should have a system to document scheduled and conducted activities, such as work orders.

(c) Develop a rehabilitation and replacement plan to identify and prioritize system deficiencies and implement short-term and long-term rehabilitation actions to address each deficiency. The program should include regular visual and TV inspections of manholes and sewer pipes, and a system for ranking the condition of sewer pipes and scheduling rehabilitation. Rehabilitation and replacement should focus on sewer pipes that are at risk of collapse or prone to more frequent blockages due to pipe defects. Finally, the rehabilitation and replacement plan should include a capital improvement plan that addresses proper management and protection of the infrastructure assets. The plan shall include a time schedule for implementing the short- and long-term plans plus a schedule for developing the funds needed for the capital improvement plan.

(d) Provide training on a regular basis for staff in sanitary sewer system operations and maintenance, and require contractors to be appropriately trained.

(e) Provide equipment and replacement part inventories, including identification of critical replacement parts.

4-2 Compliance

The goal of the Operation and Maintenance Program, described in SSMP Chapter 4, is to eliminate sanitary sewer overflows, and thereby protect public health and the environment. It provides the tools and procedures for maintaining the gravity sewer system and sewer lift stations with adequately trained staff and contractors possessing adequate knowledge, skills, and abilities.

a. Sanitary Sewer System Map

Order 2006-0003-DWQ requires that the City "*maintain an up-to-date map of the sanitary sewer system, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable storm water conveyance facilities.*"

The City maintains records of the sewer and storm drain facilities in its geographical information system (GIS) sewer shapefiles. The City was updating its Sewer Master Plan, concurrent with this SSMP Audit, which includes an update of the Sewer GIS for newly constructed and replaced sewers.

SSMP Appendix D includes a map of the City's sewer system. It includes the sewers, manholes, and outfall sewers. It is recommended that the sewer system map be updated to include the sewer lift stations and all

storm water conveyance facilities. It is important to identify the sewer and storm drain facilities on the same map. In the event of a sanitary sewer overflow (SSO), the map may be used to identify what storm drain system may receive the wastewater that overflows from the sewer system.

b. Routine Preventive Operation and Maintenance Activities

Order 2006-0003-DWQ requires that the SSMP "*describe routine preventive operation and maintenance activities by staff and contractors, including a system for scheduling regular maintenance and cleaning of the sanitary sewer system with more frequent cleaning and maintenance targeted at known problem areas. The Preventative Maintenance (PM) program should have a system to document scheduled and conducted activities, such as work orders.*"

Gravity Sewer CCTV Inspections – by City

The City owns CCTV inspection equipment that was acquired in 2010. Historically, the City has conducted CCTV inspections to evaluate the cause of an SSO, to evaluate the condition of a newly constructed or repaired pipe, and to evaluate sewers that may need to be added to the City's hotspot list. As of April 2021, the City started utilizing the CCTV truck daily to conduct inspections to determine if sewers needed cleaning or any other sort of immediate maintenance/repair that can prevent a sewer blockage and/or overflow. In approximately 6 months, 50 percent of the system was inspected by one operator using the City's CCTV truck. The inspector specifically looks for things like grease, roots, protruding laterals, and any major condition defects like sags, broken pipes, and holes. Locations are added to the hotspot list as needed.

Gravity Sewer CCTV Inspections – by Contractor

Pipe Tec Incorporated (Pipe Tec) conducted CCTV inspection of the City's gravity sewers between April 2020 and February 12, 2021 as part of the current 2021 Sewer Master Plan, which is being conducted concurrent to this SSMP Audit. Pipe Tec inspected 574,744 feet of the 706,527 feet of the gravity sewer system (81%). The gravity sewers that were not inspected include:

- Sewers constructed between 2010 and 2021, which are expected to be in good structural condition
- Sewers that could not be accessed for inspection
- Sewers that flow full upstream of an existing siphon

The CCTV data collected by Pipe Tec was used to identify sewers with structural deficiencies, which have a higher probability of pipe failure and may lead to sewer overflows. Locations with the most severe structural defects were identified during the Sewer Master Plan update. CCTV inspection videos and summary reports will need to be reviewed in detail to develop specific improvement projects for pipe removal and replacement, spot repair, pipe lining, increased maintenance, or other actions.

In addition, operation and maintenance deficiencies such as roots, grease, and sags were also identified, which could lead to pipe obstruction and ultimately cause sewer overflows. The location of the pipes with roots, grease, and sags identified is shown in Figure 4-1, Figure 4-2, and Figure 4-3, respectively.

It is recommended that the CCTV inspection data collected in 2020-2021 be reviewed to determine if additional sewer reaches should be added to its hotspot list.



CITY OF BREA
SEWER MASTER PLAN

Root Locations

PROJECT NO: 1041681.00

DATE: November 2021

Figure 4-1



Legend

- Gravity Sewers
- City of Brea Boundary
- Brea Sphere of Influence

Total Occurrences of Grease

- 0
- 1 - 7
- 8 - 20
- 21 - 45
- 46 - 58

N

0 3,000 6,000 Feet

City of BREA

AKM

CITY OF BREA
SEWER MASTER PLAN

PROJECT NO: 1041681.00

DATE: November 2021

Grease Locations

Figure 4-2



Legend

- City of Brea Boundary
- Brea Sphere of Influence

Maximum Water Level % of Sag

- 0 - 5
- 6 - 20
- 21 - 40
- 41 - 70
- 71 - 100

N

0 3,000 6,000 Feet

City of BREA

AKM

CITY OF BREA
SEWER MASTER PLAN

PROJECT NO: 1041681.00

DATE: November 2021

Water Level Sag Locations

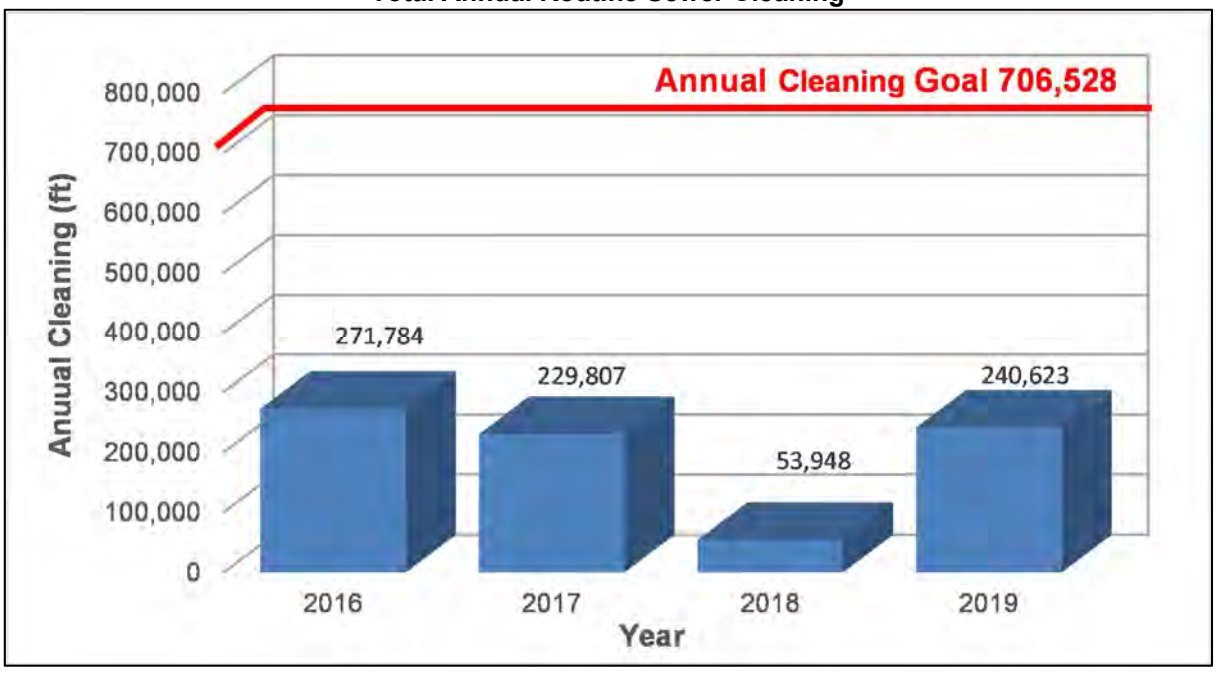
Figure 4-3

Routine Sewer Line Cleaning

Per SSMP Chapter 4, the City cleans its entire sewer system annually. For a system of 706,528 feet of pipe, the City needs to clean approximately 3,000 feet per day, assuming 5 working days per week and excluding holidays. The City owns one sewer cleaning truck and has a daily cleaning goal of 3,000 to 5,000 feet.

The annual routine sewer cleaning footage from 2016 to 2019 is illustrated on Figure 4-4. The historical cleaning records show that the City has not been meeting its routine cleaning frequency goal. Due to the fact that the City has very few spills in its system, the amount of cleaning in the system has been sufficient. As stated previously, the City now conducts CCTV inspections daily to identify where cleaning is needed. This is believed to have made the cleaning process more targeted and more efficient. Fifty percent of the system was CCTV inspected within 6 months and cleaning was conducted as needed. It is assumed that the entire system can be CCTV inspected in about 1 year and cleaning will occur where needed. As long as the number of spills remain low each year, the cleaning effort does not need to change. It is recommended that the description of the cleaning frequency goal and efforts be changed in SSMP Chapter 4.

Figure 4-4
Total Annual Routine Sewer Cleaning



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Hotspot Sewer Cleaning

The City's current hotspot locations are shown on Figure 4-5. Hot spots are typically locations where stoppages or overflows were experienced in the past or where the City has identified roots, grease, and/or sags while conducting CCTV inspections. The City uses hydro jetting and rodding to clean the hotspot locations. Per the SSMP Chapter 4, cleaning of the hotspot sewers is completed as needed. Per the SSMP Chapter 7, the City cleans the hotspot on a monthly basis, at minimum.

Los Angeles County

Los Angeles County

San Bernardino County

City of La Habra

Brea Sphere of Influence

Central Ave

Berry St

Brea Blvd

Central Ave

Sewershed 1 (Imperial)

Sewershed 2 (Fullerton)

Sewershed 5 (Rolling Hills)

Sewershed 6 (Associated)

SR-57

Broadrock Renewable Energy

Breitburn Energy

Sewershed 10 (Carbon Canyon)

Lambert Rd

Puente St

Berry St

Lambert Rd

Thompson Energy

Lambert Rd

Carbon Canyon Rd

Brea Sphere of Influence

Imperial Hwy

OCSD Imperial Relief Interceptor/ Miller Holder Trunk

Birch St

Sewershed 8 (Kraemer)

Birch St

Kraemer Blvd

Valencia Ave

Rose Dr

Puente St

City of Fullerton

Brea Creek

Briarwood Lift Station

Brea Creek Lift Station

Imperial Hwy

City of Yorba Linda

Brea Blvd

Associated Rd

Placentia Ave

Sewershed 7 (Cypress)

La Floresta Lift Station

Sewershed 11 (Rose)

Sewershed 4 (Laurel)

Sewershed 3 (Brea)

Sewershed 9 (Valencia)

OCSD Fullerton Brea Trunk Sewer/ Fullerton Brea Interceptor

City of Placentia

OCSD Rolling Hills Sub-Trunk

OCSD Cypress Sub-Trunk

OCSD Kraemer Interceptor

OCSD Carbon Canyon Interceptor

Legend

- Brea Lift Stations
- Brea Gravity Sewers
- Brea Force mains
- OCSD Gravity Trunk Sewers
- City of Brea Boundary
- Brea Sphere of Influence
- Brea Hot Spot Location

N

0 3,000 6,000 Feet

City of BREA

AKM

CITY OF BREA
Sewer System Management Plan Audit 2021

PROJECT NO: 1041681.00

DATE: November 2021

Hotspot Location Map

Figure 4-5

In 2020, hotspot cleaning records show that a total of 193,289 feet of pipe was cleaned. The total length of the sewers identified as a hotspot is 27,582 feet. Therefore, the hotspots were cleaned seven (7) times each in 2020, meaning the hotspots were cleaned at a frequency less than monthly. It is recommended that the hotspot cleaning efforts be increased to meet the monthly goal.

Drop Manholes, Gas Traps, and Siphon Maintenance

Per the SSMP Chapter 4, the City's sewer system includes the following:

- 1 drop manhole
- 1 siphon
- No gas trap manholes

The City's sewer GIS consists of 81 drop manholes which are listed in Table 4-1. The City has identified that there are two sewer siphons crossing Brea Creek at the following locations:

- South of Imperial Highway, adjacent Arovista Park
- North of Imperial Highway, west of Rite Aid

Table 4-1
Drop Manhole ID

A02D	FA35D	IC33D	RA29D
A2109D	FB1002D	IC34D	RA3606D
B0908D	FB10D	ID0101D	RA43D
B1506D	FB3551D	ID0601D	RB2012D
B15D	FB4105D	ID06D	RB2016D
CC092D	FB4720D	IE0801D	RB2017D
CC12D	FB4721D	K08D	RB38D
CC1801D	FB4732D	K1211D	RB4508D
CC1811D	FB4761D	K16D	RB4522D
CC1812D	FB50D	K17D	RB4523D
CC1844D	FB5204D	K18D	RB4524D
CC18D	FB53D	LA07D	RB4601D
CC26D	FB54D	LB0403D	RB4609D
CC40D	IA0601D	LB0408D	RB4617D
FA18D	IB0503D	LB04D	RB59D
FA1906D	IB21D	LB06D	RB60D
FA1917D	IC2304D	LC0904D	RB6303D
FA1989D	IC2329D	LC11D	RB63D
FA19D	IC2334D	LC13D	
FA23D	IC2335D	RA17D	
FA3433D	IC23D	RA2447D	

It is recommended that SSMP Chapter 4 be updated to reflect the correct facility inventory.

There has been a history of complaints from nearby residents regarding sewer backups, upstream of the siphon (Siphon S-2) in Arovista Park, south of Imperial Highway. The sewers and manholes are very shallow and consistently fill up with debris. The City hires a contractor to vacuum the debris for the upstream sewers and manholes quarterly. The siphon itself has not been cleaned due to the difficulty in isolating the siphon. The 2021 Sewer Master Plan, includes a capital improvement project to construct a

permanent bypass line so that the City would have the ability to clean this siphon frequently. It is recommended that Siphon S-2 be added to the hot spot list and cleaned on a monthly basis once the bypass line is constructed.

Lift Station Maintenance

The City owns and operates three sewer lift stations, namely the La Floresta Lift Station, the Briarwood Lift Station, and the Brea Creek Lift Station.

La Floresta Lift Station is maintained by Facility Process Solutions as follows:

Inspection logs document that the following work is completed **monthly**:

- Generator check
- Flush water
- Clean dry well
- Operate well sensor
- Check generator fluid
- Check compressor fluid
- Check blow-down compressor and condenser coils
- Inspect and rotate impellor on spare pump

Inspection logs document that the following work is completed **bi-annually**:

- Clean wet well with flushing water
- Remove pump and perform visual inspection
- Exercise discharge valves

Inspection logs document that the following work is completed **annually**:

- Service compressor and separator
- Change oil and filters
- Run Generator under load by Caterpillar Service Technicians
- Clean and check wiring and contacts in the MCC panels

Briarwood Lift Station is maintained by the City.

Inspection logs document that the following work is completed **monthly**:

- Checking the degreaser amount
- Cycling the pumps

Jamison Engineers and Facility Process Solutions have historically performed maintenance of the pump station when the required work is outside of the capability of the City staff.

Brea Creek Lift Station is maintained by the City.

Inspection logs document that the following work is completed **monthly**:

- Checking the degreaser amount

- Cycling the pumps

Jamison Engineers and Facility Process Solutions have historically performed maintenance of the pump station when the required work is outside of the capability of the City staff.

A summary of the lift station inspections between 2018 and 2020 is shown in Table 4-2. The City is not performing inspections at the Briarwood Lift Station and the Brea Creek Lift Station monthly, as stated in SSMP Chapter 4. It is recommended that inspections be increased at these two sites. It is also recommended that the City create a detailed check list for the monthly inspections at Briarwood Lift Station and Brea Creek Lift Station to clarify all the work that is performed for each inspection.

Table 4-2
Sewer Lift Station Inspection Summary

Month	La Floresta Lift Station Number of Inspections			Briarwood Lift Station Number of Inspections			Brea Creek Lift Station Number of Inspections		
	2018	2019	2020	2018	2019	2020	2018	2019	2020
January	1	1	1	1		1	1		1
February	1	1	1					2	
March	1	1	1			1			1
April	1	1	1	1	2		1	1	
May	1	B	1	1		1	1		1
June	B	1	1	1		1	1		1
July	1	1	B		1	1		1	
August	1	1	1	1		1	1		
September	1	1	1	2	1	1	1	1	
October	1	1	1		1	1		1	
November	A	1	1	1		1	1		
December	1	A	1		1	1	1	1	
Total	**12**	**12**	**12**	**8**	**6**	**10**	**8**	**7**	**4**

"B" = Bi-annual maintenance performed
"A" = Annual maintenance performed

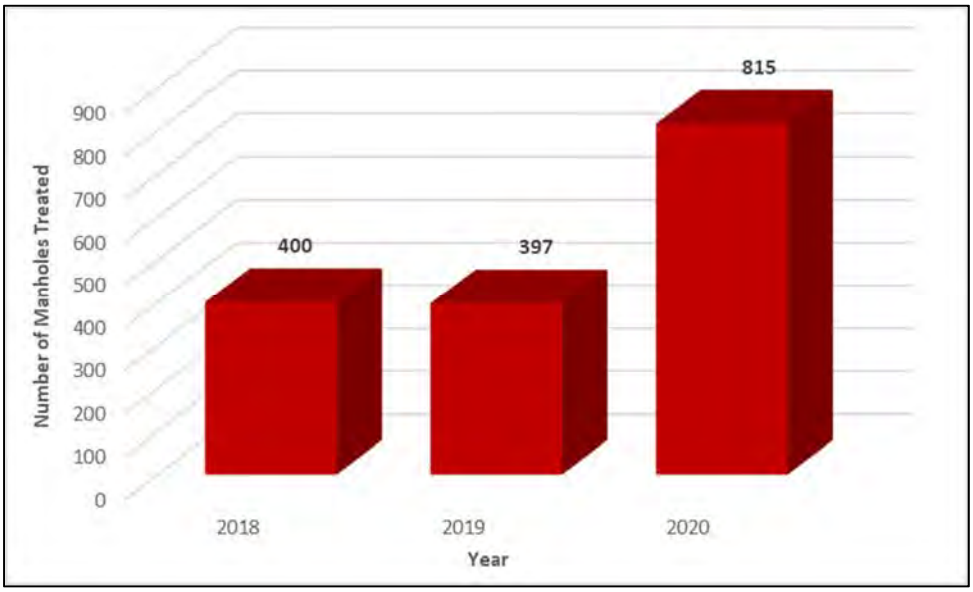
Flow Monitoring

The City requires flow monitoring when routine inspections indicate that there have been changes in the flows. In addition, flow monitoring is recommended when new development and redevelopment projects are proposed to connect to the City's existing sewer system.

Vermin Control

Vermin control is performed quarterly by Golden Bell Products, a licensed contractor. The City maintains an annual purchase order with Golden Bell Products. Manholes that require vermin control are identified from routine inspections. A summary of recent vermin control activities is shown on Figure 4-6. It is recommended that SSMP Chapter 4 be updated to state that the vermin control is performed quarterly.

Figure 4-6
Total Vermin Control



Work Schedule and Documentation

It is stated in SSMP Chapter 4 that;

> *"The City schedules inspections and cleaning annually utilizing a grid map of the City's jurisdiction. Additional special cleanings or repairs are scheduled as resident or business complaints are received or as hotspots are identified. Work completed is documented via a Microsoft Excel file with relevant work information for later reference as needed."*

City staff records routine sewer cleaning, hot spot cleaning, and lift station maintenance activities on hard copy logs. The hard copy logs are filed in a cabinet at the City offices. The City has not documented the operation and maintenance work in a database file for the last three (3) years, due to lack of staffing and the tedious nature of the work it takes to transfer data from hard copy logs into a spreadsheet database.

For the most part, City operation and maintenance (O&M) staff keeps track of where and what kind of work has been done on the sewer facilities. Other departments (i.e. engineering) do not have access to the maintenance information unless they request it from the O&M staff. Even then, the information may not be easy to access due to the fact that documentation is not kept electronically. For instance, the cleaning data provided for this SSMP audit was an annual summary of length of pipe cleaned. There was no easy way for the City to provide information on when particular pipes were last cleaned. There was no easy way to identify which pipes were cleaned over the last year.

A maintenance schedule database is necessary to help demonstrate that the City is doing its due diligence in managing the operation and maintenance of its sewer system. At a minimum, the maintenance activities should be recorded electronically in some sort of database(s) so that the information can be easily accessed and queried when needed. It is highly recommended that the City invest in a computer software program that will assist in managing the sewer asset maintenance. There are multiple programs available for sewer system asset management and maintenance such as Cartegraph, and IWorQ. Some programs can simultaneously be utilized for an agency's water and stormwater system as well. The City will have

to investigate software options to determine which one may be the best fit. Some of the primary features the City should look for in a software program are as follows:

1. Create inventory of sewer assets
2. Document inspections and maintenance activities
3. Assign and schedule future tasks
4. Track labor, equipment materials, and resources
5. Integrate GIS/mapping, modeling data, and CCTV inspection data
6. Ability to access data in the office and in the field
7. Interactive mapping
8. Integration with work order system
9. Ability to generate reports

c. Rehabilitation and Replacement Plan

Order 2006-003-DWQ requires that the City must "*develop a rehabilitation and replacement plan to identify and prioritize system deficiencies and implement short-term and long-term rehabilitation actions to address each deficiency. The program should include regular visual and TV inspections of manholes and sewer pipes, and a system for ranking the condition of sewer pipes and scheduling rehabilitation. Rehabilitation and replacement should focus on sewer pipes that are at risk of collapse or prone to more frequent blockages due to pipe defects. Finally, the rehabilitation and replacement plan should include a capital improvement plan that addresses proper management and protection of the infrastructure assets. The plan shall include a time schedule for implementing the short- and long-term plans plus a schedule for developing the funds needed for the capital improvement plan.*"

Historical CCTV Inspections

SSMP Appendix F summarizes the CCTV inspection effort that was conducted between 1999 and 2001. The City rehabilitated approximately 17,200 feet of gravity sewer between 2009 and 2015, using primarily cured in place pipe (CIPP) linings. A follow up CCTV inspection schedule is provided in Appendix F as follows:

a. *Portions of the system rated to be in Priority 1 and Priority 2 Structural Deficiency condition will be inspected annually and evaluated to determine if immediate corrective action is needed.*
b. *Portions of the system rated to be in Priority 3 and Priority 4 Structural Deficiency condition will be CCTV inspected and evaluated once every three (3) years.*
c. *Portions of the system rated to be in Priority 5 through Priority 8 Structural Deficiency condition will be CCTV inspected and evaluated once every five (5) years.*
d. *Portions of the system with Priority 9 and Priority 10 or not structural deficiencies will be CCTV inspected and evaluated once every ten (10) years.*
e. *Portions of the system with Operational and Maintenance deficiencies, except the Hotspots, will be CCTV inspected and evaluated once every four (4) years.*

f. Hotspots, except siphons, will be CCTV inspected and evaluated before and after each maintenance activity and cleaning for one year to establish the appropriateness of the method, and then annually.

Current CCTV Inspections

Pipe Tec Incorporated (Pipe Tec) conducted CCTV inspections of the City's gravity sewers between April 7, 2020 and February 12, 2021. During this time, approximately 574,744 feet of sewers (2,557 pipes) was cleaned and inspected by closed circuit television. The National Association of Sewer Service Companies (NASSCO) Pipeline Assessment and Certification Program (PACP) coding procedures formed the basis of the gravity sewer inspections. Improvement projects were recommended in the 2021 Sewer Master Plan for all gravity sewers that were identified to have at least one structural grade 5 defect. Structural grade 5 defects are of the highest concern because they have the highest probability of pipe failure and causing a sewer spill.

Prior to implementing improvement projects, CCTV inspection recordings and reports need to be reviewed in detail. Specific improvement projects should then be developed for pipe removal and replacement, spot repair, pipe lining, increased maintenance, and/or other methods shall be developed based on the CCTV detailed review of the inspection data.

It is recommended that SSMP Appendix F be updated to reflect the current CCTV inspections. All the inspections should be evaluated or classified into priorities so that the follow-up CCTV inspection schedule can be identified for each sewer pipe. If needed, the follow-up CCTV inspection schedule should be updated as well.

As structural deficiency mitigation projects are implemented, their condition and follow-up CCTV inspection schedule should be reclassified.

d. Staff Training

Order 2006-003-DWQ requires that the City "*provide training on a regular basis for staff in sanitary sewer system operations and maintenance, and require contractors to be appropriately trained."*

The City's training program includes, but is not limited to, the following:

- Lockout-tag out (annual)
- Confined space entry (annual)
- Traffic control
- Driver safety
- Fats, Oil, and Grease Collection
- Spill response
- CWEA training

The City's historical training logs are currently not maintained in an accessible database format. It is recommended that the following be tracked in a database, at minimum:

- Training Topic
- Date of Training
- Trainer Name
- List of Attendees

The training logs are necessary to help demonstrate that the City is doing its due diligence in conducting routine training of staff members. These logs are useful when conducting SSMP Audits, which is required every 2 years.

Contractors are required to be licensed and certified. Prior to the award of a contract, resumes and training program certifications for the contractor staff is required to be submitted to the City.

e. Equipment Inventory

Order 2006-003-DWQ requires that the City must, "*provide equipment and replacement part inventories, including identification of critical replacement parts.*"

The equipment and parts inventory list is included as SSMP Appendix K. The inventory is summarized in Table 4-3.

Table 4-3
Equipment and Spare Parts Inventory

Vehicles
Vactor Truck
CCTV Truck
Spare Equipment
Briarwood Lift Station Spare Pump
Sewer Spill Containment Equipment
Gravel bags
Polyethylene Sheets
Absorbent
Safety Equipment
Blowers
Traffic Cones
Tripods
Arrow Boards
Harness
Light Towers
Gas Detectors
Caution Tap
Large Crowd Control Barricades
Flashlights

4-3 Summary of Recommendations

The following items are recommended to be added and/or updated in SSMP Chapter 4:

1. It is recommended that the sewer system map in SSMP Appendix D be updated to include the sewer lift stations and all storm water conveyance facilities.
2. It is recommended that the CCTV inspection data collected in 2020-2021 be reviewed to determine if additional sewer reaches should be added to its hotspot list.
3. It is recommended that the description of the cleaning frequency goal and efforts be changed in SSMP Chapter 4.
4. It is recommended that the hotspot cleaning efforts be increased to meet the monthly goal.

5. It is recommended that SSMP Chapter 4 be updated to reflect the correct facility inventory.
6. It is recommended that Siphon S-2 be added to the hot spot list and cleaned on a monthly basis once the bypass line is constructed.
7. It is recommended that inspections be increased at the Briarwood Lift Station and the Brea Creek Lift Station to meet the monthly inspection schedule.
8. It is recommended that a detailed check list be created for the monthly inspections, at Briarwood Lift Station and Brea Creek Lift Station to identify what work is being done during each inspection.
9. In addition, flow monitoring is recommended when new development and redevelopment projects are proposed to connect to the City's existing sewer system.
10. It is recommended that SSMP Chapter 4 be updated to state that the vermin control is performed quarterly.
11. It is highly recommended that the City invest in a computer software program that will assist in managing the sewer asset maintenance.
12. It is recommended that SSMP Appendix F be updated to reflect the current CCTV inspections. All the inspections should be evaluated or classified into priorities so that the follow-up CCTV inspection schedule can be identified for each sewer pipe. If needed, the follow-up CCTV inspection schedule should be updated as well.
13. It is recommended that the following be tracked in a database, at minimum:
    a. Training Topic
    b. Date of Training
    c. Trainer Name
    d. List of Attendees

SECTION 5
DESIGN AND PERFORMANCE PROVISIONS

5-1 Waste Discharge Requirements

Order No. 2006-0003 requires that the City have:

(a) Design and construction standards and specifications for the installation of new sanitary sewer systems, pump stations and other appurtenances; and for rehabilitation and repair of existing sewer systems; and

(b) Procedures and standards for inspecting and testing the installation of new sewers, pump stations, and other appurtenances and for rehabilitation and repair projects.

5-2 Compliance

The City adopted its Sewer Standard Plans and Specifications in November 2013. This document is located on the City's official website. The Brea Municipal Code (BMC) §13.00.170 states that all sewers, "*shall be constructed in accordance with the City's Sewer Standard Plans, and Specification*".

a. Standards for Installation, Rehabilitation, and Repair

Order No. 2006-0003 requires that the City possess, "*Design and construction standards and specifications for the installation of new sanitary sewer systems, pump stations and other appurtenances; and for rehabilitation and repair of existing sewer systems.*"

The Standard Plans include detailed drawings for the following:

- Sewer Lateral
- Sewer Cleanout
- Manhole
- Drop Manhole
- Manhole Frame
- Manhole Shaft
- Concrete Base
- PVC Manhole Liner
- PVC T-Lock Liner
- PVC Liner with Gas Flap
- Grease Interceptor
- Concrete Slope Anchors
- Wye Connection
- Concrete Easement
- Manhole Connection
- Pipe Bedding
- Steel Casing

Standards for design and construction of sewer facilities are included in the Sewer Standard Plans and Specifications document. Topics covered in this document include, but are not limited to, the following:

- Minimum Size
- Minimum Slope
- Maximum Slope
- Design Flow
- Standard Location and Alignment
- Easements
- Horizontal Curves
- Stationing Procedures
- Minimum Depth
- Sewer Pipe Material
- Manhole Design Requirements
- Clean-Outs
- Separation Requirements between Utilities
- House Laterals
- Private Sewer Laterals
- Sewer Pump Station Design Requirements
- Inspection and Testing of Gravity Sewer

The City is currently completing an update to its Sewer Master Plan. The scope of work included an update of the hydraulic model and capacity analysis. Sewer lift station inspections and CCTV gravity sewer inspections were also conducted in 2020-2021. Improvement projects were identified for hydraulic capacity deficiencies and for structural condition deficiencies. Performance Evaluation and Design Criteria was developed to evaluate the sewer system. It is recommended that the City's existing Sewer Design Standard Plans and Specifications be updated such that there is consistency between criteria included in both documents. It is recommended that the following items be updated in the Sewer Design Standard Plans and Specifications document:

1. Item 3: Size – Gravity Sewer

   Remove the following text, "*The City of Brea may accept 6-inch diameter sewer lines if they must be used to provide adequate velocity*."

2. Item 4: Minimum and Maximum Slope

   Remove the following text, "*The minimum slope on a 6-inch sewer shall be 1% where the tributary area consists of less than 20 dwelling units (DU) or its flow equivalent*."

3. Item 5: Design Flow Criteria

   Revise the Peak Dry Weather Flow (PDWF) peaking equation to match the Sewer Master Plan which uses flow units in mgd

   $$PDWF = 1.777 \times ADWF^{0.92}$$

   ADWF = Average Dry Weather Flow (mgd)

   PDWF = Peak Dry Weather Flow (mgd)

4. Item 5: Design Flow Criteria

   Revise the Peak Wet Weather Flow (PWWF) peaking equation to match the Sewer Master Plan which uses the following:

   $$PWWF = 1.25 \times PDWF$$

5. Item 17.12.A.2.a: Sewer Pump Station - Suction Pipe

   Update maximum velocity from 6 ft/s to 5 ft/s, which is consistent with the Sewer Master Plan forcemain criteria.

6. Item 17.12.A.3.a: Sewer Pump Station - Discharge Pipe

   Update maximum velocity from 6 ft/s to 5 ft/s, which is consistent with the Sewer Master Plan forcemain criteria.

b. Standards for Inspection and Testing of New, Rehabilitated and Repaired Facilities

Order No. 2006-0003 requires that the City possess, "*Procedures and standards for inspecting and testing the installation of new sewers, pump stations, and other appurtenances and for rehabilitation and repair projects.*"

Brea Municipal Code (BMC) §13.00.170 states that;

For construction specifications and details not covered in the City Standards, the following reference standards may be applied at the discretion of the City Engineer:

1. *The California Plumbing Code*
2. *The Uniform Plumbing Code*
3. *The Standard Standard Specifications for Public Works Construction (Greenbook); and/or*
4. *The Standard Plans for Public Works Construction (Greenbook)*

The City requires that the new sewers are CCTV inspected and that "As-Built" plans are prepared and submitted before sewer improvement projects are accepted. Inspection services are conducted by City staff or contractors for new sewers and sewer rehabilitation projects. The inspectors follow the criteria included in the Standard Specifications for Public Works Construction and the Standard Plans for Public Works Construction (Greenbook). The Greenbook and the Design Criteria for Sewer Facilities documents provide the inspection and testing procedures for the following:

- CCTV Inspection (Greenbook 306-7.8.2.1)
- Water Exfiltration Testing (Greenbook 306-7.8.2.2)
- Water Infiltration Testing (Greenbook 306-7.8.2.3)
- Air Pressure Test (Greenbook 306-7.8.2.4)
- Leakage Test for Corrugated Metal Pipeline (Greenbook 306-1.4.5)

5-2 Summary of Recommended Updates

It is recommended that the City's existing Sewer Design Standard Plans and Specifications be updated such that there is consistency with criteria included in the 2021 Sewer Master Plan, which is being conducted concurrent to this SSMP Audit. It is recommended that the following items be updated in the Sewer Design Standard Plans and Specifications document:

1. Item 3: Size – Gravity Sewer

   Remove the following text, "*The City of Brea may accept 6-inch diameter sewer lines if they must be used to provide adequate velocity*."

2. Item 4: Minimum and Maximum Slope

   Remove the following text, "*The minimum slope on a 6-inch sewer shall be 1% where the tributary area consists of less than 20 dwelling units (DU) or its flow equivalent*."

3. Item 5: Design Flow Criteria

   Revise the Peak Dry Weather Flow (PDWF) peaking equation to match the Sewer Master Plan which uses flow units in mgd

   $$PDWF = 1.777 \times ADWF^{0.92}$$

   ADWF = Average Dry Weather Flow (mgd)

   PDWF = Peak Dry Weather Flow (mgd)

4. Item 5: Design Flow Criteria

   Revise the Peak Wet Weather Flow (PWWF) peaking equation to match the Sewer Master Plan which uses the following:

   PWWF = 1.25 x PDWF

5. Item 17.12.A.2.a: Sewer Pump Station - Suction Pipe

   Update maximum velocity from 6 ft/s to 5 ft/s, which is consistent with the Sewer Master Plan forcemain criteria.

6. Item 17.12.A.3.a: Sewer Pump Station - Discharge Pipe

   Update maximum velocity from 6 ft/s to 5 ft/s, which is consistent with the Sewer Master Plan forcemain criteria.

SECTION 6
OVERFLOW EMERGENCY RESPONSE PLAN

6-1 Waste Discharge Requirements

Order 2006-003-DWQ requires that at a minimum, the Overflow Emergency Response Plan must include:

(a) Proper notification procedures so that the primary responders and regulatory agencies are informed of all SSOs in a timely manner;

(b) A program to ensure appropriate response to all overflows;

(c) Procedures to ensure prompt notification to appropriate regulatory agencies and other potentially effected entities (e.g. health agencies, Regional Water Boards, water suppliers, etc.) of all SSOs that potentially affect public health or reach the waters of the State in accordance with the MRP (Monitoring and Reporting Program). All SSOs shall be reported in accordance with this MRP, the California Water Code, other State Law, and other applicable Regional Water Board WDRs or NPDES permit requirements. The SSMP should identify the officials who will receive immediate notification;

(d) Procedures to ensure that appropriate staff and contractor personnel are aware of and follow the Emergency Response Plan and are appropriately trained;

(e) Procedures to address emergency operations, such as traffic and crowd control and other necessary response activities; and

(f) A program to ensure that all reasonable steps are taken to contain and prevent the discharge of untreated and partially treated wastewaters to waters of the United States and to minimize or correct any adverse impact on the environment resulting from the SSOs, including such accelerated or additional monitoring as may be necessary to determine the nature and the impact of the discharge.

6-2 Compliance

The City has addressed the Overflow Emergency Response Plan requirements of Order 2006-003-DWQ in SSMP Chapter 6, the Overflow Emergency Response Plan (OERP), and SSMP Appendix J, the Overflow Emergency Response Procedures. The OERP includes notification procedures when a sanitary sewer overflow (SSO) occurs. The Overflow Response Procedures (Appendix J) presents the City's strategy for:

- Receiving reports of SSOs and providing the information to appropriate parties for action
- Mobilizing labor, materials, tools and equipment
- Containment of the overflow
- Eliminating the cause of the overflow
- Conducting clean-up of the impacted area
- Preparing reports for submittal to jurisdictional agencies and other interested parties, including calculating the volume of SSO

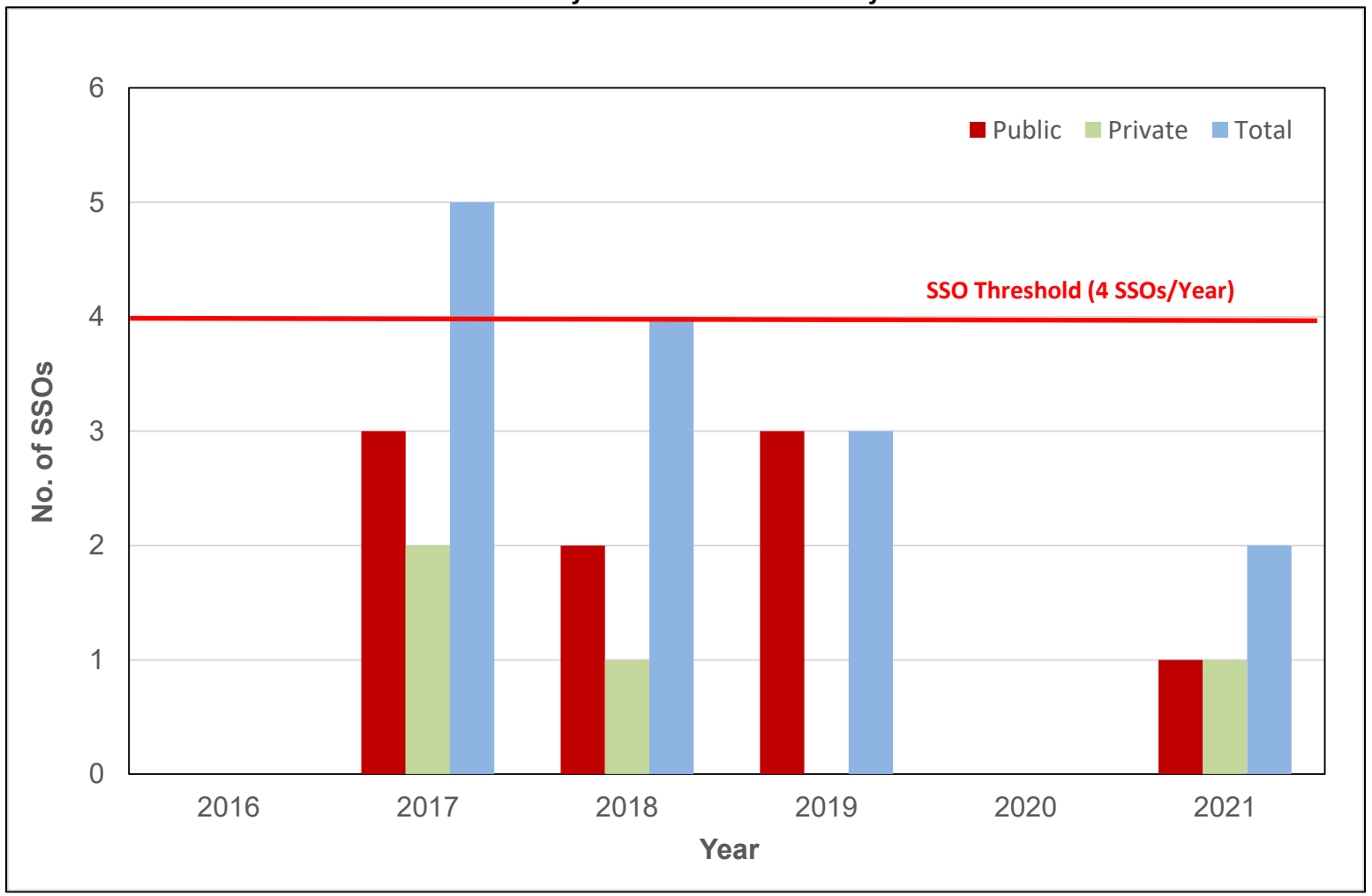
The City's sanitary sewer overflows SSO history is detailed in Table 6-1and summarized on Figure 6-1. The location of each spill is shown on Figure 6-2. A sewer collection system with less than three (3) spills from publically owned system (excluding private property spills that do not result from a blockage in the public system) per 100 miles per year is considered an adequate system. For the City's sewer system (134 miles), this is about four (4) spills per year. Between 2016 and 2021, the City experienced 3 public spills per year or less, staying under the acceptable threshold.

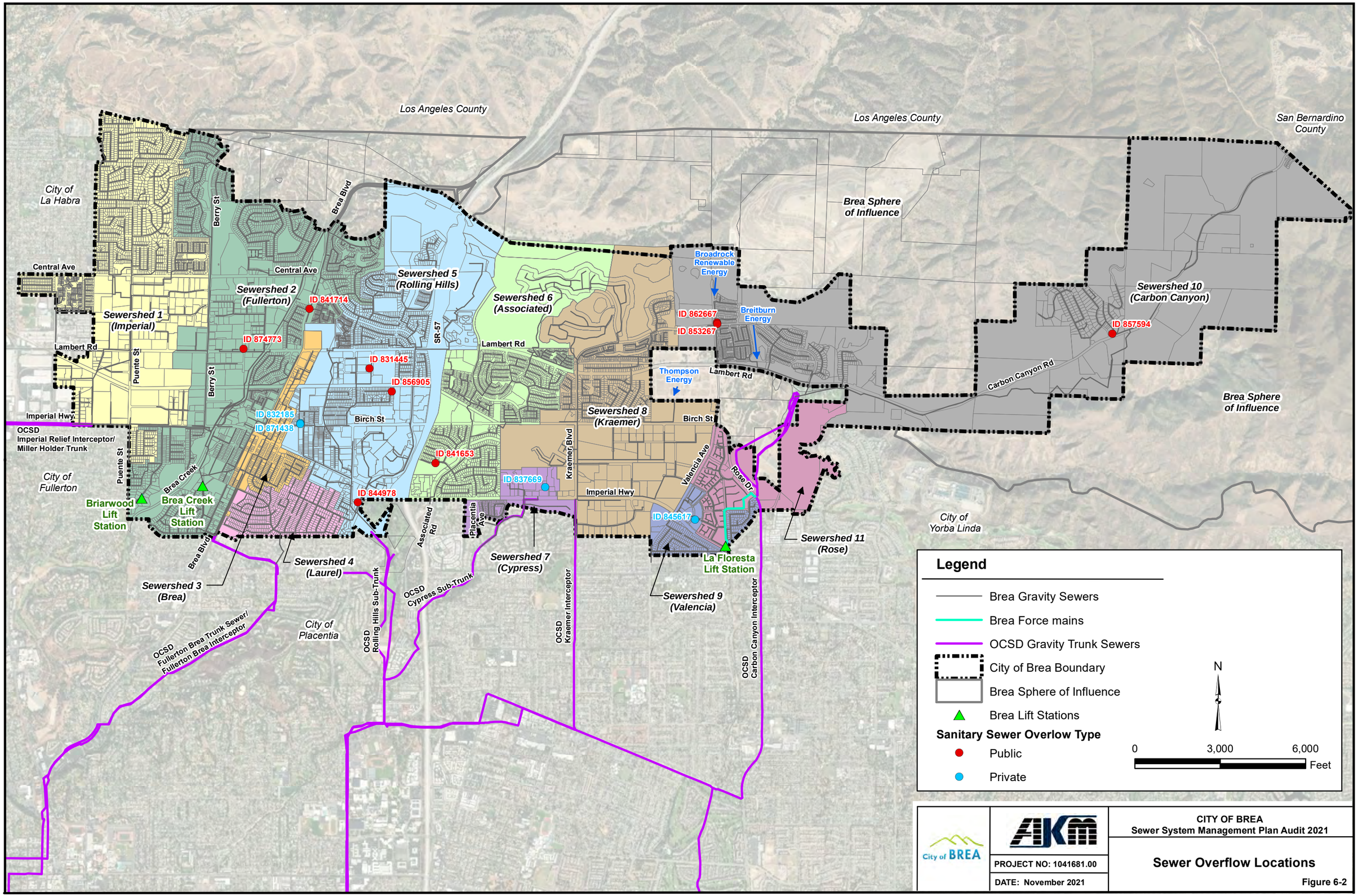
Table 6-1
Sanitary Sewer Overflow History

Year	Spill Type*	ID	Date	Public/ Private	Location	Spill Volume (gpm)	Recovered Volume (gpm)	Surface Water	Reached Storm Drains ?	Likely Cause
2016	No spills									
2017	3	831445	1/4/2017	Public	345 Oak Place	240	240	No	yes	Debris/rags
	PLSD	832185	1/28/2017	Private	327 Birch	100	100	No	No	Debris/rags
	PLSD	837669	7/28/2017	Private	On the Hook Restaurant	4,500	4,500	No	No	FOG
	1	841653	11/18/2017	Public	Greenbriar and Plum	600	30	Yes	Yes	Roots
	3	841714	11/21/2017	Public	620 N. Brea Blvd	50	50	No	No	Roots
2018	1	844978	2/22/2018	Public	405 S State College	11,528	1,800	Yes	Yes	Debris
	PLSD	845617	3/12/2018	Private	Slapfish, La Fiesta and La Crescenta	280	150	Yes	Yes	Plug left in sewer
	1	853267	11/27/2018	Public	N. Valencia Ave, north of Santa Fe Ave	2,430	500	Yes	Yes	Debris/Const
2019	1	856905	3/12/2019	Public	Olive and Almond	60	40	Yes	Yes	Debris/rags
	2	857594	4/16/2019	Public	Olinda Village	3,000	3,000	No	No	Roots
	1	862667	11/6/2019	Public	Valencia and Santa Fe	3,000	1,500	Yes	Yes	Debris/Const
2020	No spills									
2021	PLSD	871438	1/2/2021	Private	327 Birch	150	145	Yes	Yes	FOG
	1	874773	6/17/2021	Public	515 W Lambert Rd	20	15	Yes	Yes	Debris/rags

** 1 = Category 1 Spill*
** 2 = Category 2 Spill*
** 3 = Category 3 Spill*
**PLSD = Private Sewer Lateral Discharge*

Figure 6-1
Sanitary Sewer Overflow Summary




Los Angeles County
Los Angeles County
San Bernardino County
City of La Habra
Brea Sphere of Influence
Brea Blvd
Berry St
Central Ave
Central Ave
Sewershed 5 (Rolling Hills)
Sewershed 2 (Fullerton)
Sewershed 6 (Associated)
Broadrock Renewable Energy
Sewershed 10 (Carbon Canyon)
ID 841714
Sewershed 1 (Imperial)
ID 862667
ID 853267
Breitburn Energy
ID 857594
ID 874773
Lambert Rd
Puente St
SR-57
Lambert Rd
ID 831445
ID 856905
Thompson Energy
Lambert Rd
Carbon Canyon Rd
Brea Sphere of Influence
Imperial Hwy
ID 832185
ID 871438
Birch St
Sewershed 8 (Kraemer)
Birch St
OCSD Imperial Relief Interceptor/ Miller Holder Trunk
Puente St
Kraemer Blvd
Valencia Ave
Rose Dr
ID 841653
ID 837669
Imperial Hwy
City of Fullerton
Brea Creek
Briarwood Lift Station
Brea Creek Lift Station
ID 844978
ID 845617
City of Yorba Linda
Placentia Ave
Associated Rd
Brea Blvd
Sewershed 4 (Laurel)
Sewershed 7 (Cypress)
La Floresta Lift Station
Sewershed 11 (Rose)
Sewershed 3 (Brea)
Sewershed 9 (Valencia)
OCSD Fullerton Brea Trunk Sewer/ Fullerton Brea Interceptor
City of Placentia
OCSD Rolling Hills Sub-Trunk
OCSD Cypress Sub-Trunk
OCSD Kraemer Interceptor
OCSD Carbon Canyon Interceptor
Legend
Brea Gravity Sewers
Brea Force mains
OCSD Gravity Trunk Sewers
City of Brea Boundary
Brea Sphere of Influence
Brea Lift Stations
Sanitary Sewer Overlow Type
Public
Private
N
0
3,000
6,000
Feet
City of BREA
AKM
CITY OF BREA
Sewer System Management Plan Audit 2021
PROJECT NO: 1041681.00
DATE: November 2021
Sewer Overflow Locations
Figure 6-2

a. Initial Notification Procedures

Order 2006-003-DWQ requires that at a minimum, the OERP must include "*proper notification procedures so that the primary responders and regulatory agencies are informed of all SSOs in a timely manner;"*

An overflow may be detected by City employees or by others. During normal working hours, calls are routed to the Maintenance Services Department (714) 990-7629. After hours, the City's 24-hour Police and Fire Dispatch receives incoming calls at (714) 990-7911. It is recommended that the City's website be updated so that it is easy for a resident to find the phone number to call in the event of an SSO, in order to expedite the response to the spill.

After hours, the Maintenance Services Department Supervisor and a field crew are on–call to respond to a SSO 24-hours per day, 7 days per week.

The high water level alarms, pump failure alarms, and automatic dialer for the three sewer lift stations are also detailed in SSMP Chapter 6. The description of the La Floresta Lift Station states that, *"ownership of the lift station has not yet been formally transferred to the City."* It is recommended that this statement be deleted at the time of the next required SSMP update.

b. SSO Response

Order 2006-003-DWQ requires that at a minimum, the OERP must include, "*A program to ensure appropriate response to all overflows."*

The Overflow Emergency Response Procedures (Appendix J) includes a procedure to respond to sanitary sewer overflows, as summarized below:

1. Respond to the SSO event
2. Assess the SSO
3. Contain the SSO
4. Contact the appropriate agencies
5. Correct the cause of the SSO
6. Clean up the SSO
7. Post-response activities

The City's SSO Reporting Procedures Flow Chart is included in the SSMP document as Figure 2-2. It clearly illustrates the chain of communication for reporting SSOs beginning from receipt of an SSO notification to submitting reports to appropriate agencies.

The City's goal is to respond to a SSO within 30 minutes of the initial notification. The Overflow Emergency Response Procedures (Appendix J) includes specific procedures for overflows caused by the following scenarios:

- Overflow due to pipe blockage
- Overflow due to a gravity sewer pipe break
- Overflow due to a force main break
- Overflow caused by a power failure at a pump station
- Overflow caused by a mechanical failure at a pump station

It is recommended that the City update the OERP to include site specific response procedures for SSOs at each of the three (3) Sewer Lift Stations and at the City's existing siphons. This should include detailed procedures regarding identification of the possible overflow manholes and nearby catch basins; correction of mechanical and electrical failures; cleaning of the wet wells and affected streets and storm drains; and performing all necessary sampling.

The Overflow Emergency Response Procedures (Appendix J) includes a sample notification reporting form, which is to be completed once a spill has been cleaned up.

As requested by Section 13 (iv) (a) in Order 2006-003-DWQ, the City should "*maintain and up-to-date map of the sanitary sewer system, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable storm water conveyance facilities*". A map of the City's sewer system is included in Appendix D of the SSMP document. This map shows the City's sewers, manholes, and outfall sewers. It is recommended that the City update the map to include the sewer lift station locations and all the storm water conveyance facilities. It is important to identify the sewer and storm drain facilities on the same map. In the event of a SSO, the map can be used to identify which storm drain system will be affected by the sewer overflow so that the City can take appropriate actions to prevent the sewage from entering the storm drain system.

The Overflow Emergency Response Procedures (Appendix J) includes the following list of post response activities that will be considered:

- Correspondence with private property owners
- Conduct CCTV inspection
- Provide additional maintenance activities
- Formulate and implement improvement projects
- Update the SSO reports, with any new information
- Update the City's overflow tracking database and maps
- Evaluate the efficiency of the OERP procedures
- Restock equipment, supplies, and tools

c. Notifying the Appropriate Regulatory Agencies

Order 2006-003-DWQ requires that at a minimum, the OERP must include "*procedures to ensure prompt notification to appropriate regulatory agencies and other potentially effected entities (e.g. health agencies, Regional Water Boards, water suppliers, etc.) of all SSOs that potentially affect public health or reach the waters of the State in accordance with the MRP (Monitoring and Reporting Program). All SSOs shall be reported in accordance with this MRP, the California Water Code, other State Law, and other applicable Regional Water Board WDRs or NPDES permit requirements. The SSMP should identify the officials who will receive immediate notification;"*

All notification procedures for responding to a SSO event are summarized in SSMP Chapter 6. Once a SSO has been contained, the City staff will notify the appropriate agencies of the SSO event. The contact information for the following agencies is also included in SSMP Chapter 6:

1. Orange County Health Care Agency

2. California Regional Water Quality Control Board
3. Office of Emergency Services (Currently California Emergency Management Agency)
4. Orange County Public Works Department
5. Brea Fire Department
6. Brea Police Department
7. California Highway Patrol Orange County Communication Center
8. County of Orange Sheriff's Department
9. Orange County Sanitation District
10. City of Fullerton
11. City of Placentia
12. City of Yorba Linda
13. Sierra Analytical Labs (Water Quality Monitoring)
14. Associated Laboratories (Water Quality Monitoring)

Currently, the City reports SSOs electronically to the State Water Resources Control Board, as instructed by the Waste Discharge Requirements. The City reports SSOs on the California Integrated Water Quality System (CIWQS) website (**http://ciwqs.waterboards.ca.gov/**), where it is automatically added to the Statewide Sanitary Sewer Overflow Database. SSMP Chapter 6 describes the proper electronic reporting procedures for an SSO.

d. Training

Order 2006-003-DWQ requires that at a minimum, the OERP must include "*procedures to ensure that appropriate staff and contractor personnel are aware of and follow the Emergency Response Plan and are appropriately trained.*"

The City's training program includes spill response. The City's historical training logs are currently not maintained in an accessible database format. It is recommended that the City electronically track the following, at minimum:

- Training Topic
- Date of Training
- Trainer Name
- List of Attendees

e. Additional Response Activities

Order 2006-003-DWQ requires that at a minimum, the OERP must include "*procedures to address emergency operations, such as traffic and crowd control and other necessary response activities.*"

SSMP Chapter 6 states that traffic and crowd control may be necessary when responding to SSO. The Brea Police Department will be contacted for traffic control on City streets. The California Highway Patrol will be contacted if traffic control is needed on state highways, and County of Orange Sheriff's Department will be contacted if traffic control is needed in unincorporated areas.

f. Prevention of Discharge of Wastewaters to Surface Waters and Impact on Environment

Order 2006-003-DWQ requires that at a minimum, the OERP must include "*a program to ensure that all reasonable steps are taken to contain and prevent the discharge of untreated and partially treated wastewaters to waters of the United States and to minimize or correct any adverse impact on the environment resulting from the SSOs, including such accelerated or additional monitoring as may be necessary to determine the nature and the impact of the discharge."*

The City's OERP includes the procedures to minimize the impact of a sanitary sewer overflow. In the event that a sewer overflow reaches waters of the State, the City shall adhere to the monitoring requirements of Orange County Health Care Agency.

For Category 1 SSOs where 50,000 gallons are spilled to surface waters, the City will conduct water quality sampling and develop a SSO technical report, as required by Order No. WQ 2013-0058-EXEC.

The City will contact either Sierra Analytical Labs or Associated Laboratories to perform any necessary water quality sampling. Sampling will include ammonia and bacterial indicators, at minimum.

6-3 Summary of Recommended Updates

The following items are recommended to be added and/or updated in the City's Sanitary Sewer Overflow Response Plan:

1. Specify on its website, what numbers a resident should call in the case of a SSO, in order to expedite the response to the spill.
2. Delete the statement, *"ownership of the lift station (La Floresta) has not yet been formally transferred to the City,"* from SSMP Chapter 6.
3. It is recommended that the City update the OERP to include site specific response procedures for SSOs at each of the three (3) Sewer Lift Stations and at the City's existing siphon located south of Imperial Highway at Arovista Park.
4. Update SSMP Appendix D such that the map includes the sewer lift stations and all storm water conveyance facilities. In the event of a sanitary sewer overflow, the map may be used to identify what storm drain system may receive the wastewater that overflows from the sewer system.
5. It is recommended that the City electronically track the following training information, at minimum:
    a. Training Topic
    b. Date of Training
    c. Trainer Name
    d. List of Attendees

SECTION 7
FATS, OILS, AND GREASE CONTROL PROGRAM

7-1 Waste Discharge Requirements

Order 2006-003-DWQ requires:

Each Enrollee shall evaluate its service area to determine whether a FOG (Fats, Oils, and Grease) control program is needed. If the Enrollee determines that a FOG program is not needed, the Enrollee must provide justification for why it is not needed. If FOG is found to be a problem, the Enrollee must prepare and implement a FOG source control program to reduce the amount of these substances discharged to the sanitary sewer system. This plan shall include the following as appropriate:

(a) An implementation program and schedule for a public education outreach program that promotes proper disposal of FOG;

(b) A plan and a schedule for the disposal of FOG generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of FOG generated within a sanitary sewer system service area;

(c) The legal authority to prohibit discharges to the system and identify measures to prevent SSOs and blockages caused by FOG;

(d) Requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, Best Management Practices (BMP) requirements, record keeping and reporting requirements;

(e) Authority to inspect grease producing facilities, enforcement authorities, and whether the Enrollee has sufficient staff to inspect and enforce the FOG ordinance;

(f) An identification of sanitary sewer system sections subject to FOG blockages and establishment of a cleaning maintenance schedule for each section; and

(g) Development and implementation of source control measures for all sources of FOG discharged to the sanitary sewer system for each section identified in (f) above.

7-2 Compliance

The City's Fats, Oils, and Grease (FOG) Control Program is described in SSMP Chapter 7. The City's regulations relating to FOG are located in the City of Brea Municipal Code (BMC), Title 13 (Utilities), Chapter 13 (Sewers), Article V (Fat, Oils, and Grease Disposal).

a. Education and Outreach

Order 2006-003-DWQ requires the City to manage "*an implementation program and schedule for a public education outreach program that promotes proper disposal of FOG".*

The City's public education and outreach includes but is not limited to:

- Pamphlets and educational material are provided to food service establishments (FSE) for proper FOG management and disposal.
- Public service announcement DVD for kitchen best management practices (BMPs) are provided to FSEs during the grease interceptor inspections.

- Community events to educate public on sewer management.
- Outreach is conducted at local schools.
- Mailouts with City newsletter are distributed.
- Running educational media ads are conducted.
- Joint outreach with the Storm Water Outreach Program is conducted.
- The City website contains FOG related educational material. It is recommended that the City update the City's website to clearly direct the public to sewer related educational material including proper FOG disposal. The material was difficult to locate on the City's website. Direct links to all FOG related documents should be made available from the City's "Engineering" and/or "Street, Sewer, Storm Drain, and Sanitation Divisions" webpages. The links should also be included in the City's SSMP document.

b. FOG Disposal

Order 2006-003-DWQ requires the City to implement "*a plan and a schedule for the disposal of FOG generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of FOG generated within a sanitary sewer system service area;*

BMC Title 13, Chapter 13, Article V provides requirements for the following:

- FSEs are required to have FOG Wastewater Discharge Permits (§13.00.530).
- FSEs are required to operate grease control devices, such as grease interceptors (§13.00.540).
- FSEs will have an approved maintenance plan (§13.00.543)
- FSEs shall keep all maintenance records, which will be made available to the City upon request. (§13.00.543)
- FOG from grease interceptors shall be waste hauled regularly (§13.00.543)

SSMP Chapter 7, FOG Control Program, states that solidified FOG from the City sewers are taken to designated FOG disposal facilities, typically OCSD facilities. It is recommended that the City specifically address where FSEs are allowed to dispose of the accumulated FOG. It is recommended that the City include a list of these facilities (sewer treatment plants, landfills, etc.) and the corresponding address and contact information.

c. Legal Authority

Order 2006-003-DWQ requires the City to possess "*the legal authority to prohibit discharges to the system and identify measures to prevent SSOs and blockages caused by FOG"*

The City's legal authority to prohibit discharges and identify measures to prevent SSOs and blockages caused by FOG are located in BMC Title 13, Chapter 13, Article VI (Legal Authority and Penalties). The City Manager is charged with the legal authority and duty of enforcing the provisions in BMC Title 13, Chapter 13. The City also has the legal authority to obtain remedies for noncompliance and implement procedures to prevent discharge of pollutants that may endanger the health or welfare of persons or the environment or cause interference with the operation of any treatment plant.

d. Grease Control Devices

Order 2006-003-DWQ requires the City to possess "*requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, Best Management Practices (BMP) requirements, record keeping and reporting requirements.*"

BMC Title 13, Chapter 13, Article V, §13.00.540 (FOG Pretreatment and Grease Control Device Required) provides grease control device installation requirements. The primary requirements are as follows:

- Food facilities are required to install, operate and maintain an approved and adequately sized grease interceptor
- Fixtures that are expected to convey FOG will be connected to the grease interceptor. Dishwashers and other fixtures that use emulsifying agents shall be connected to the sewer system directly.
- Grease interceptors shall be used in all new FSEs where necessary to install a grease control device and shall have a minimum capacity of 750 gallons
- Grease interceptors are to be sized in accordance with the Uniform Plumbing Code.

BMC Title 13, Chapter 13, Article V, §13.00.543 (Grease Control Device Operation and Maintenance Requirements) provides grease control device operation and maintenance and record keeping requirements. The primary requirements are as follows:

- FSEs are required to be maintained in a manner consistent with a maintenance plan approved by the City Manager
- Grease interceptors and other grease control devices must be cleaned, maintained, and have FOG removed and disposed of in a proper manner at regular intervals and in accordance with the FOG Control Manual.
- No FOG shall pass into any sewer lateral
- The minimum maintenance frequency for interceptors is as shown in the table below unless otherwise approved by the City Manager:

Type of Establishment	Minimum Maintenance Frequency
I. Take out only	45 days
- With wok stoves, deep fryers or more than one (1) griddle	20 days
II. Take out and seating	60 days
- With wok stoves, deep fryers or more than one (1) griddle	30 days
III. Seating only	90 days
- With wok stoves, deep fryers or more than one (1) griddle	60 days

- FOG removed from grease interceptors shall be waste hauled on a regular basis and disposed of in a proper manner.
- FSE owner and/or operator with an approved grease control device must keep all manifests, receipts and invoices of all cleaning, maintenance, grease removal of/from the grease control

device, disposal carrier and disposal site locations for a minimum of two (2) years and make all documents available to any authorized inspector.

- FSE owner and/or operator must allow authorized inspectors entry and access to FSE premises during normal business hours, for purposes of inspecting the grease control devices, reviewing the manifests, receipts and invoices relating to cleaning, maintenance and inspection of the grease control devices.

Some Best Management Practices for Fats, Oils, and Grease are listed in SSMP Appendix L. BMC Title 13, Chapter 13, Article V, §13.00.542 (Best Management Practices Required) provides best management requirements in relation to FOG. The primary requirements are as follows:

- FSEs are required to implement BMPs in their operations to minimize the discharge of FOG to the sewer system
- FSEs must implement and demonstrate compliance with BMPs per the City's FOG Control Manual.
- Periodic reporting of the status of the implementation of BMPs shall be submitted to the City Manager in accordance with the FOG control program and the FOG Control Manual.

e. FSE Inspections

Order 2006-003-DWQ requires the City to possess the "*authority to inspect grease producing facilities, enforcement authorities, and whether the enrollee has sufficient staff to inspect and enforce the FOG ordinance."*

BMC Title 13, Chapter 13, Article V, §13.00.560 (Inspection and Sampling Conditions) and §13.00.561 (Right of Entry) provides the City the necessary authority to inspect or order samples at all FSEs with a grease control device. The FSEs must provide access to the FSE premises, grease control devices, manifests, receipts, and invoices.

SSMP Chapter 7 states that;

> *"The City has two trained environmental specialists' staff members trained to carry out FSE inspections. As part of the FSE inspections, City staff collects FSE self-monitoring logs, checks the grease interceptor, and provides pamphlets and DVDs regarding FOG discharge prevention."*

The City has the legal authority to require Compliance Schedule Agreements, suspend permits, revoke permits, impose fines or imprisonment of violations, and/or terminate sewer and water service, as necessary.

The City has two trained environmental specialist staff members that conduct the annual FSE inspections. It is recommended that this inspection schedule goal be included in SSMP Chapter 7. The FSE inspection history between 2010 and 2020 is included in Table 7-1. The City has 121 FSEs. Due to the COVID-19 global pandemic, the City was subjected to the California and Orange County stay-at-home orders. As a result, many FSEs temporarily closed and many inspections were delayed. It is recommended that the City schedule and perform the FSE inspections that were postponed due to the stay-at-home orders.

Table 7-1
FSE Inspection Summary

Restaurant	Address	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Kyoto Buffet & Grill	200 S. State College Blvd.							Jan-16	Jan-17	Jan-18	Feb-19	Jan-20
lazy dog	240 S. State college			Dec-12	Sep-13		Apr-15	Jan-16	Jan-17	Jan-18	Jan-19	Jan-20
Jax Donuts	477 S. Associated Rd.		Jan-11	Jul-12	Sep-13			Jan-16	Jan-17	Jan-18	Jan-19	Jan-20
Albertson's	2500 E. Imperial Hwy.		Jan-11	Jul-12	Oct-13		Mar-15	Jan-16	Jan-17	Jan-18	Jan-19	Jan-20
Sy Donuts	103 W. Central Ave.		Jan-11	Jul-12	Sep-13			Jan-16	Jan-17	Jan-18	Jan-19	Jan-20
Islands	250 S. State College Blvd.		Jan-11	Jul-12	Sep-13		Apr-15	Jan-16	Jan-17	Jan-18	Jan-19	Jan-20
Thai Specialty	2500 E. Imperial Hwy.		Jan-11	Jul-12	Oct-13			Jan-16	Jan-17	Jan-18	Jan-19	Jan-20
Red Lantern	746 N. Brea Blvd.		Jan-11		Apr-13	Jun-14		Jan-16	Jan-17	Jan-18	Jan-19	Jan-20
pei wei	985 E. Birch St.					Aug-14		Jan-16	Jan-17	Jan-18	Jan-19	Jan-20
the flame broiler	275 W. Birch St.							Jan-16	Jan-17	Jan-18	Jan-19	Jan-20
el torito grill	4 Pointe Dr.					Aug-14		Jan-16	Jan-17	Jan-18	Jan-19	Covid
five guy's	403 W. Imperial Hwy.							Jan-16	Jan-17	Jan-18	Jan-19	Jan-20
Alicia's	590 W. Central Ave.	Feb-10	Feb-11	Mar-12	Sep-13		Mar-15	Feb-16	Jan-17	Jan-18	Jan-19	Feb-20
Red Lobster	250 S. Brea Mall	Feb-10	Feb-11		Aug-13	Nov-14		Jan-16	Jan-17	Jan-18	Jan-19	Jan-20
John's Place	1201 W. Central Ave.	Feb-10	Feb-11	Mar-12	Sep-13			Jan-16	Jan-17	Jan-18	Jan-19	Jan-20
Capital Noodle Bar	3447 E Imperial Highway							New (NA)	X	Jan-18	Jan-19	Jan-20
L&L Hawaiian Barbeque	2445 E. Imperial Hwy		Jan-11	Jul-12	Oct-13		Nov-15	Jan-16	Jan-17	Jan-18	Jan-19	Jan-20
Hoshi Shaby-shabu	2445 E Imperial Highway Unit H							New (NA)	Jan-17	Jan-18	Jan-19	Jan-20
Red Robin	1080 Brea Mall		Feb-11		Aug-13	Nov-14		Feb-16	Feb-17	Feb-18	Feb-19	Feb-20
Arby's	2525 E. Imperial Hwy.	Feb-10	Feb-11	Mar-12	Aug-13		Mar-15	Feb-16	Feb-17	Feb-18	Feb-19	Feb-20
McDonald's	2505 E. Imperial Hwy.	Feb-10	Feb-11	Mar-12	Aug-13		Nov-15	Feb-16	Feb-17	Feb-18	Feb-19	Feb-20
Improv/Comedy Club	120 S. Brea Blvd.	Feb-10	Feb-11	Feb-12	Sep-13			Feb-16	Feb-17	Feb-18	NA	Covid
Olive Garden	270 Brea Mall Way	Feb-10	Feb-11		Aug-13	Nov-14		Feb-16	Feb-17	Feb-18	Feb-19	Feb-20
Super Juicy Dumpling	2445 E. Imperial Hwy					Nov-14		Feb-16	Feb-17	Feb-18	Feb-19	Feb-20
Panda Express	2158 Brea Mall		Feb-11	Feb-12	Sep-13			Feb-16	Mar-17	Feb-18	Feb-19	Feb-20
Kimmie's Coffee	770 S. Brea Blvd.	Feb-10	May-11	Aug-12		Jan-14		Feb-16	2/29/17	Feb-18	Feb-19	Covid
Pepe's	655 S. Brea Blvd.		Feb-11	Feb-12	Aug-13			Feb-16	Feb-17	Feb-18	Feb-19	Feb-20
Nordstrom Café	500 Brea Mall Way		Feb-11	Aug-12		Feb-14		Feb-16	Feb-17	Feb-18	Feb-19	Feb-20
Embassy Suites	900 E. Birch St.	Feb-10	May-11					Feb-16	Mar-17	Mar-18	Feb-19	Feb-20
Famous Burgers	1485 W. Imperial Hwy.	Feb-10		Aug-12		Jan-14		Feb-16	Mar-17	Feb-18	Feb-19	Feb-20
Gengis Khan	1065 Brea Mall		May-11	Aug-12		Feb-14		Feb-16	Mar-17	Feb-18	Feb-19	Feb-20
Chick Fil-A	1647 E imperial highway							Feb-16	Mar-17	Feb-18	Feb-19	Feb-20
Elbows Mac N' Cheese	215 W Birch #3							X	X	Mar-18	Mar-19	Feb-20
California Fish Grill	419 S. Associated Rd.		Mar-11	Aug-12		Feb-14		Feb-16	Mar-17	Feb-18	Mar-19	Feb-20
Jack in the Box	315 S. Brea Blvd.	Mar-10		Aug-12		Jan-14		Mar-16	Mar-17	Feb-18	Mar-19	Feb-20
Shakey's	330 Brea Blvd.	Mar-10	Mar-11	Aug-12		Jan-14		Feb-16	Mar-17	Feb-18	Mar-19	Feb-20
Vons	780 N. Brea Blvd.		Mar-11	Jun-12	Oct-13		Mar-15	Mar-16	Mar-17	Feb-18	Mar-19	Feb-20
Taps Fish House and Brewery	101 E. Imperial Hwy.		Mar-11	Sep-12		Feb-14		Mar-16	Jun-17	Mar-18	Mar-19	Feb-20
El Lucero/La Puerta Tacos	171 S. Kraemer Blvd.		Mar-11	Apr-12	Oct-13			Mar-16	Mar-17	Feb-18	Mar-19	Feb-20
Oki Poki Roll & Sushi	724 N. Brea Blvd.									New owner/name		Feb-20
Bruxie	215 W. Birch St.				May-13	Jun-14		Mar-16	Mar-17	Feb-18	Mar-19	Feb-20
Kula Revolving Sushi Bar	1065 Brea Mall				Sep-13			Mar-16	Mar-17	Feb-18	Mar-19	Feb-20
Pho Tay Bac	860 W. Imperial Hwy.		May-11	Sep-12		Jan-14		Mar-16	Mar-17	Feb-18	Mar-19	Feb-20
Cabo Grill	301 Brea Blvd.					Mar-14		Mar-16	Mar-17	Feb-18	Mar-19	Feb-20
PK Donuts	602 S. Brea Blvd.			Sep-12		Jan-14		Mar-16	Mar-17	Feb-18	Mar-19	Feb-20
Carl's Jr.	1130 E. Imperial Hwy.			Sep-12		Jan-14		Mar-16	Mar-17	Feb-18	Mar-19	Feb-20
Sushi box	1281 W central									new	new	Feb-20

Table 7-1 (continued)
FSE Inspection Summary

Restaurant	Address	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Ichiban	1015 E. Imperial Hwy.		May-11	Sep-12	Oct-13			Apr-16	Apr-17	Mar-18	Mar-19	Covid
Lascari's Grill	2445 E. Imperial Hwy.		May-11	Aug-12		Feb-14		Apr-16	Apr-17	Mar-18	Mar-19	
Pho Ha Vietnamese Restaurant	1619 E. Imperial Hwy.		May-11	Sep-12				Apr-16	May-17	Mar-18	Mar-19	Covid
Fratellino's	600 S. Brea Blvd.		May-11	Aug-12		Feb-14		Apr-16	Apr-17	Mar-18	Mar-19	
Nothing Bundt Cakes	1050 E. Imperial Hwy					Jun-14		Apr-16	Apr-17	Mar-18	Mar-19	Covid
Taco Bell	303 W. Imperial Hwy.	May-10		Sep-12		Jan-14		Apr-16	Apr-17	Mar-18	Mar-19	
Blaze Pizza	103 Imperial Hwy							Apr-16	Apr-17	Mar-18	Mar-19	
PK Burgers	3320 E. Imperial Hwy.		May-11	Aug-12		Jan-14		Apr-16	Apr-17	Mar-18	Mar-19	
Outback Steakhouse	402 Point Dr.	Feb-10; Nov-10			Apr-13			Apr-16	Apr-17	Mar-18	Mar-19	
Choice Burgers	442 S. Brea Blvd.								NEW	Mar-18	Mar-19	
Stonefire Grill	935 E Birch									NEW	May-19	
J Sushi Brea	932 E Imperial Hwy									new	May-19	Covid
Taco Bell-Brea Mall	2162 Brea Mall	Dec-10			Apr-13			May-16	Apr-17	Mar-18	Mar-19	Covid
chipotle	2160 Brea Mall					Feb-14		May-16	Apr-17	Mar-18	Mar-19	Covid
chipotle	473 S. Associated			Oct-12				May-16	May-17	Mar-18	Mar-19	
Rubio's	765 E. Birch St.	Dec-10			Apr-13	Jun-14		May-16	May-17	Mar-18	Mar-19	
Olive Pit	2445 E. Imperial Hwy.	Dec-10			Apr-13	Jun-14		May-16	May-17	Mar-18	Mar-19	
D' Vine	955 Birch St			Dec-12		Feb-14		May-16	May-17	Mar-18	Mar-19	
The Cheesecake Factory	120 Brea Mall Way		Feb-11		Sep-13			May-16	May-17	Mar-18	Mar-19	
California Pizza Kitchen	1065 Brea Mall		Feb-11		Aug-13			May-16	Apr-17	Mar-18	Mar-19	
Lucille's	1639 E. Imperial Hwy.	Feb-10	Feb-11	Mar-12	Sep-13			May-16	May-17	Mar-18	Mar-19	
sarku japan	2168 Brea Mall Way							NA	NEW	x	Apr-19	Covid
cabin eats	150 Olinda Place							NA	NEW	Jun-18	Mar-19	Covid
central deli & Grill	379 W Central Ave #A							NA	NEW	Mar-18	Mar-19	Covid
T.G. Sandwich	831 W. Lambert Rd.		Jul-11	Oct-12		Feb-14		May-16	May-17	x	skip	Covid
Joal (bofa)	275 S. Valencia Ave.							Jun-16	Jun-17	Oct-18	May-19	
Durango Mexican Grill	730 E. Imperial Hwy.		Jul-11					Jun-16	May-17	Apr-18	Mar-19	Covid
the flame broiler	2445 E imperial hwy							Jun-16	Jun-17	Apr-18	Mar-19	Covid
IHOP	297 Randolph Ave							May-16	May-17	Apr-18	Mar-19	
Alza Osteria	131 S.Kraemer Blvd.		Jul-11	Oct-12		Jun-14		Jun-16	Jun-17	Apr-18	Mar-19	
El Pollo Loco	2500 E. Imperial Hwy.		Nov-11	Oct-12		Feb-14		Jul-16	May-17	Apr-18	Apr-19	
Wienerschnitzel	250 E. Labert Rd.		Nov-11		Apr-13	Jun-14		Jul-16	Jun-17	Apr-18	Apr-19	
Trattoria Brunos	210 W. Birch St.				Sep-13			Jul-16	May-17	Apr-18	Apr-19	
Cha Cha's Latin Kitchen	110 W. Birch St				Apr-13	Jun-14		Jul-16	May-17	Apr-18	Apr-19	
McDonald's	825 E Imperial Hwy							Jul-16	Jun-17	Apr-18	Apr-19	
Ralph's Grocery Company	305 W. Imperial Hwy.		Sep-11		Apr-13	Jun-14		Jul-16	May-17	Apr-18	Apr-19	
Coldsun Café Brea	211 S Associated, Suite B										new	
Baja Fish Tacos	2500 E Imperial Hwy, Unit 100										new	
Koji Sushi	375 W Birch, Suite B										new	Covid
blaze pizza	103 W Imperial Hwy										Mar-19	
shark sushi	724 N Brea Blvd, #B									new	new	Covid
LePho Vietnamese	379 Central Ave, A									new	new	
Pink's Hot Dog	2153 Brea Mall									new	Apr-19	Covid
Inferno Eats	2445 E Imperial Hwy										new	
Yummy House	120 S Brea Blvd, #107										new	

Table 7-1 (continued)
FSE Inspection Summary

Restaurant	Address	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Charley's Subs	2164 Brea Mall		Oct-11		Sep-13			Jul-16	Jun-17	Aug-18	Apr-19	Covid
Fuji Grill	101 W. Imperial Hwy.	Nov-10	Oct-11	Sep-12		Jan-14		Aug-16	Jun-17	Aug-18	Apr-19	Covid
ernest dining	250 S. Kraemer			Oct-12				Aug-16	Jun-17	Oct-18	x	Covid
Yard House	160 S. Brea Blvd.					Aug-14		Jul-16	May-17	Aug-18	Apr-19	
Cedar Creek Inn	20 Pointe Dr.	2/25/10, 11/10/10					Jan-15	Jul-16	Jun-17	Aug-18	Apr-19	
BJ's Restaurant	600 Brea Mall Way				Apr-13			Jul-16	May-17	Aug-18	Apr-19	
On The Hook	2445 Imperial Hwy.							May-16	Jun-17	Sep-18	Apr-19	Covid
Kabuki Restaurant	975 E. Birch St.		Jun-11	Sep-12	Oct-13			Jul-16	May-17	Aug-18	Apr-19	Covid
Maui Hawaiian BBQ	105 W. Imperial Hwy.		May-11	Oct-12		Feb-14		Jul-16	Jun-17	Aug-18	Apr-19	Covid
Farmer Boys	500 W. Lambert Rd.		Sep-11		Apr-13	Jun-14		Jul-16	Jun-17	Aug-18	Apr-19	
Magic Wok	1010 E. Imperial Hwy.		Sep-11		Apr-13	May-14		Jul-16	Jun-17	Aug-18	Apr-19	Covid
Coco's Bakery Restaurant	1250 E. Imperial Hwy.		Sep-11		Apr-13	Jun-14		Jul-16	Jun-17	Aug-18	Apr-19	
48 Bistro	215 W Birch St #H-2										new	Covid
The Dylan Social Eatery	190 S State College										new	Covid
The Wet Burrito	1235 W. Central Ave.	Nov-10			Apr-13	Jun-14		Jul-16	Jun-17	Aug-18	Apr-19	Covid
Buffalo Wild Wings	260 S. Brea Blvd.		Nov-11		Sep-13			Aug-16	Jun-17	Sep-18	Apr-19	
express wok	1285 W. central ave.			Oct-12	Oct-13			Aug-16	Jun-17	Sep-18	May-19	Covid
The Hat	1210 E. Imperial Hwy.	May-10		Sep-12		Jan-14		Aug-16	Jun-17	Sep-18	Apr-19	
Brea's Best Burgers	707 S. Brea Blvd.	May-10		Sep-12		Jan-14		Aug-16	Jun-17	Sep-18	Apr-19	
Green Tomato	796 N Brea Blvd #116							Aug-16	Jun-17	Sep-18	May-19	Covid
Slapfish	3405 E Imperial #F-12							Aug-16	Jun-17	Sep-18	Apr-19	Covid
Mothers Market & Kitchen	413 S Associated							Aug-16	Jun-17	Sep-18	Apr-19	
Johnny Rockets	2159 Brea Mall Rd							Aug-16	Jun-17	Sep-18	May-19	Covid
Jimmys Famous American Tavern	3325 Imperial Highway							Aug-16	Jun-17	Sep-18	Apr-19	
Whole Foods Market	3301 Imperial Highway							Aug-16	Jun-17	Sep-18	Apr-19	
Portofino Trattoria	1223 W Central Avenue							NA		x	Mar-19	
Mendocino Farms	3317 E Imperial Highway							Aug-16	Jun-17	Sep-18	Apr-19	
Urban Plates LLC	3413 E Imperial Highway							Aug-16	Jun-17	Sep-18	Apr-19	
lollicup	2163 Brea Mall Rd							Aug-16	Jun-17	Sep-18	Apr-19	Covid

f. FOG Cleaning and Maintenance Schedule

Order 2006-003-DWQ requires the City's plan to include "*an identification of sanitary sewer system sections subject to FOG blockages and establishment of a cleaning maintenance schedule for each section.*"

SSMP Chapter 7 states that the City currently cleans its hotspot locations on a monthly basis, at minimum. The City uses hydro jetting and rodding to clean the hotspot locations. The areas known to have persistent FOG accumulation are included on the hotspot list. The cleaning maintenance frequency is updated as new locations are identified with FOG accumulation or as more frequent cleaning is necessary. The City's Department of Public Works (DPW) is contacted when additional evaluation and/or corrective action is needed.

g. Source Control Measures

Order 2006-003-DWQ requires the City's plan to include "*development and implementation of source control measures for all sources of FOG discharged to the sanitary sewer system for each section identified in (f) above.*"

The City has complied with this requirement by:

- Conducting public education and outreach programs in regards to FOG
- Adopting BMC Title 13, Chapter 13, Article V, Fats, Oils, and Grease Disposal
- Requiring grease interceptors for all FSEs unless a variance or waiver has been issued to allow alternative measures to control FOG
- Inspecting FSE grease control devices and BMPs
- Identifying sewer hotspots, including those due to FOG
- Providing frequent cleaning of sewer hot spots related to FOG

7-3 Summary of Recommended Updates

The following items are recommended to be added and/or updated to the SSMP Chapter 7, FOG Control Program:

1. It is recommended that the City's website be updated to clearly direct the public to sewer related educational material including proper FOG disposal. Direct links to all FOG related documents should be made available from the City's "Engineering" and/or "Street, Sewer, Storm Drain, and Sanitation Divisions" webpages. The links should also be included in the City's SSMP document.
2. It is recommended that the City update SSMP Chapter 7 to specifically address where FSEs are allowed to dispose of the accumulated FOG.
3. It is recommended that the City update SSMP Chapter 7 to list specific facilities where FOG may be (sewer treatment plants, land fills, etc.) and the corresponding address and contact information.
4. The City tries to inspect each FSE annually. It is recommended that this inspection schedule goal be included in SSMP Chapter 7.
5. It is recommended that the City schedule and perform the FSE inspections that were postponed due to the Covid stay-at-home orders.
6. It is recommended that the City update its hotspot database and corresponding GIS shapefile, annually at minimum. The City should adjust the cleaning frequency of the hotspot reaches, as necessary.

SECTION 8
SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN

8-1 Waste Discharge Requirements

Order 2006-003-DWQ requires:

The Enrollee shall prepare and implement a capital improvement plan (CIP) that will provide hydraulic capacity of key sanitary sewer system elements for dry weather peak flow conditions, as well as the appropriate design storm or wet weather event. At a minimum, the plan must include:

a) ***Evaluation**: Actions needed to evaluate those portions of the sanitary sewer system that are experiencing or contributing to an SSO discharge caused by hydraulic deficiency. The evaluation must provide estimates of peak flows (including flows from the SSOs that escape from the system) associated with conditions similar to those causing overflow events, estimates of the capacity of key system components, hydraulic deficiencies (including components of the system with limiting capacity) and the major sources that contribute to the peak flows associated with overflow events;*

b) ***Design Criteria:** Where design criteria do not exist or are deficient, undertake the evaluation identified in (a) above to establish appropriate design criteria; and*

c) ***Capacity Enhancement Measures:** The steps needed to establish a short- and long-term CIP to address identified hydraulic deficiencies, including prioritization, alternatives analysis, and schedules. The CIP may include increases in pipe size, I/I reduction programs, increases and redundancy in pumping capacity, and storage facilities. The CIP shall include an implementation schedule and shall identify sources of funding.*

d) ***Schedule:** The Enrollee shall develop a schedule of completion dates for all portions of the capital improvement program developed in (a)-(c) above. This schedule shall be reviewed and updated consistent with the SSMP review and update requirements as described in Section D.14.*

8-2 Compliance

The City recently completed an update to its Sewer Master Plan. The scope of work included updating the City's sewer system model, revising performance evaluation criteria, identifying capacity deficiencies, making recommendations for improvements, and developing a capital improvement program with cost estimates. The work completed for the Sewer Master Plan project fulfills the System Evaluation and Capacity Assurance Plan (SECAP) requirement of Order 2006-003-DWQ.

The City's System Evaluation and Capacity Assurance Plan (SECAP) is described in SSMP Chapter 8. A detailed description is included of the methodology and results based on the 2009 Sewer Master Plan (described in detail in SSMP Appendix G). It is recommended that SSMP Chapter 8 and Appendix G be updated to incorporate the analyses and results from the current 2021 Sewer Master Plan.

a. Evaluation

Order 2006-03-DWQ requires the SECAP to include *"Evaluation: Actions needed to evaluate those portions of the sanitary sewer system that are experiencing or contributing to an SSO discharge caused by hydraulic deficiency. The evaluation must provide estimates of peak flows (including flows from the SSOs that escape from the system) associated with conditions similar to those causing overflow events, estimates of the*

capacity of key system components, hydraulic deficiencies (including components of the system with limiting capacity) and the major sources that contribute to the peak flows associated with overflow events;

To perform a detailed capacity evaluation of the sewer collection system, it is essential to create a mathematical model that is capable of simulating the operating and flow characteristics of the system. As part of the 2021 Sewer Master Plan, the City's sewer system hydraulic model was updated with current geometry, sewer loads, and peaking factors. All pipes were included in the model except for laterals and private sewer lines. Pipe diameters, lengths, slopes, and roughness coefficients were entered into the model. Sewer average loads were developed with water billing data and sewer return ratios. The sewer return ratios for each land use type were developed to adjust the water use to equal the average sewage flows recorded at the flow monitoring sites.

The updated hydraulic model was developed using Innovyze's InfoSewer software, which is a GIS based computer program with the ability to perform steady state analyses of the flows in sanitary sewer systems. The model uses the average dry weather flows and determines peak flows based upon relationships specified by the user. Peak flows were calculated in the model using the peaking factors that were developed from flow monitoring data. At the completion of a modeling run, output data is created for viewing on the screen or for printing. Output data for pipes include average and peak flow rate, velocity, pipe capacity, and ratio of flow depth to pipe diameter (d/D).

During the Sewer Master Plan study, capacity deficiencies were identified based on model results and the City's established d/D criteria. A capital improvement program was developed and included all pipes identified to have existing capacity deficiencies.

b. Design Criteria

Order 2006-003-DWQ requires that the SECAP include *"Design Criteria: where design criteria do not exist or are deficient, undertake the evaluation identified in (a) above to establish appropriate design criteria."*

The City maintains design criteria in its Sewer Standard Plans and Specifications document and its current Sewer Master Plan document.

As stated in Section 5 of this SSMP Audit, there are some discrepancies between the Sewer Standard Plans and Specifications document and the criteria that is included in the 2021 Sewer Master Plan. It is recommended that the City's existing Sewer Design Standard Plans and Specifications be updated such that there is consistency between criteria in both documents. It is recommended that the following criteria regarding the gravity sewer capacity be updated:

1. Item 5: Design Flow Criteria

   Add the Peak Dry Weather Flow (PDWF) peaking equation using units in mgd, in addition to that currently included in CFS.

   $$PDWF = 1.777 \times ADWF^{0.92}$$

   ADWF = Average Dry Weather Flow (mgd)

   PDWF = Peak Dry Weather Flow (mgd)

2. Item 5: Design Flow Criteria

   Change the Peak Wet Weather Flow (PWWF) peaking equation to the following:

   PWWF = 1.25 x PDWF

c. Capacity Enhancement Measures

Order 2006-003-DWQ requires that the SECAP include *"Capacity Enhancement Measures: The steps needed to establish a short- and long-term CIP to address identified hydraulic deficiencies, including prioritization, alternatives analysis, and schedules. The CIP may include increases in pipe size, I/I reduction programs, increases and redundancy in pumping capacity, and storage facilities. The CIP shall include an implementation schedule and shall identify sources of funding."*

The City has been proactive in improving the capacity of its existing system. About 5,700 feet of sewers identified as capacity improvement projects in the 2009 Sewer Master Plan have been improved as shown in Table 8-1.

Table 8-1
Capacity Improvement Project Summary

Drainage Region	2009 Sewer Master Plan Deficiency Description	Location	Length (ft)	Year of Improvement
Fullerton	Existing	Along Brea Creek Channel north of Lambert Rd	1,517	2012
Fullerton	Existing	West bank of Brea Creek Channel south of Imperial Highway	403	2013
Laurel	Existing	Cherry St; Alder St from Cherry St to Laurel Ave	1,128	2012
Fullerton	Existing	Berry St from Lambert Rd to railroad tracks	2,644	2013
		Total	**5,692**	

There were some gravity sewer improvement projects identified in the 2009 Sewer Master Plan that were eliminated after updating the hydraulic model for the 2021 Sewer Master Plan. Projects were eliminated due to lower projected sewer loads that were verified from flow monitoring data and due to changes to the future sewer load estimates and connection points.

The 2021 Sewer Master Plan identified two existing capacity deficiencies that have not yet been addressed and are therefore recommended for improvement. Details of the recommended projects are shown in Table 8-2.

The near-term future capacity deficiencies are attributed to the increased sewer loads from future planned developments. It is recommended that project specific studies be performed using detailed development projections to accurately develop future loads and to identify the necessary sewer improvements to the existing system.

SSMP Appendix N includes the Operations and Capital Budget, which was dated August 25, 2016. At that time, the budget included the collected revenues and expenses for salaries, operational and maintenance, and other service contracts. For the 2018 Fiscal Year to the 2021 Fiscal Year, the City has allocated $1.0M per year for capital improvement projects. It is recommended that the City reevaluate the City's sewer budget to determine if there is sufficient funding for the CIP that was developed as part of the 2021 Sewer Master Plan.

Table 8-2
2021 Sewer Master Plan
Capacity Improvement Project Recommendations

CIP Project ID	Deficiency Description	Location Description	Pipe ID	U/S MH ID	D/S MH ID	Existing Pipe Diam. (in)	Proposed Pipe Diam. (in)	Length (ft)	Slope	Existing Conditions		Near-Term Future Conditions (without SOI		Future Conditions (with SOI Loads)		Unit Cost[1]	Construction Cost	Total Cost[2]	Comment
										Total Flow (MGD)	d/D	Total Flow (MGD)	d/D	Total Flow (MGD)	d/D				
EX1	Existing Capacity Deficiency	Randolph Ave and Imperial Hwy	RB59D-RB60D[3]	RB59D	RB60D	10	15	215	0.0044	0.7753	0.69	0.8031	0.71	0.8031	0.71	$2,000	$430,000	$645,000	Major sag with grease and water levels on top of pipe per CCTV inspection
			RB60D-RB61[3]	RB60D	RB61	10	15	118	0.0051	0.8500	0.70	0.8775	0.72	0.8775	0.72	$2,000	$236,000	$354,000	Large offset joint per CCTV inspection (Structural Condition Grade =5)
			RB61-RB62	RB61	RB62	10	15	80	0.0113	0.8518	0.54	0.8793	0.55	0.8793	0.55	$600	$48,000	$72,000	Updated to prevent bottleneck situation
			RB62-RB63D	RB62	RB63D	10	15	50	0.0080	0.8518	0.66	0.8793	0.68	0.8793	0.68	$600	$30,000	$45,000	Updated to prevent bottleneck situation
			RB63D-RB64	RB63D	RB64	10	15	32	0.0131	0.9087	0.58	0.9361	0.59	0.9361	0.59	$600	$19,200	$28,800	Updated to prevent bottleneck situation
EX2	Existing Capacity Deficiency	Walling Ave, between De Jur St and Delay St	IC32-IC33D	IC32	IC33D	8	10	366	0.0030	0.3225	0.65	0.3225	0.65	0.3225	0.65	$400	$146,400	$219,600	Major sag with inspection report water level as high as 80%. (Structural Condition Grade =5)
							Total	**861**		**Existing Capacity Deficiency Projects Total**							**$909,600**	**$1,364,400**	

[1] *Unit costs for construction are based on $40/diam inch*

[2] *Total costs include 50% contingencies for design, engineering, administration, and construction management*

[3] *Unit cost is based on jack-and-bore operation*

d. Schedule

Order 2006-003-DWQ requires that *"the Enrollee shall develop a schedule of completion dates for all portions of the capital improvement program developed in (a)-(c) above. This schedule shall be reviewed and updated consistent with the SSMP review and update requirements".*

A list of the recently completed gravity sewer improvements is shown in Table 8-1. The City completed improvements for approximately 5,700 feet of gravity sewer about 4 years after the projects were identified in 2009. The capacity improvement projects that are recommended as part of the 2021 Sewer Master Plan are summarized in Table 8-2.

8-2 Summary of Recommendations

The following items are recommended to be added and/or updated in the City's Operation and Maintenance Program (SSMP Chapter 4):

1. Update SSMP Chapter 8 and Appendix to incorporate the analyses and results from the current 2021 Sewer Master Plan.
2. Update the City's existing Sewer Design Standard Plans and Specifications such that there is consistency between criteria in both documents.

   The following criteria regarding the gravity sewer capacity needs to be updated:

   a) Item 5: Design Flow Criteria

      Add the Peak Dry Weather Flow (PDWF) peaking equation using units in mgd, in addition to that currently included in CFS.

      $$PDWF = 1.777 \times ADWF^{0.92}$$

      ADWF = Average Dry Weather Flow (mgd)

      PDWF = Peak Dry Weather Flow (mgd)

   b) Item 5: Design Flow Criteria

      Change the Peak Wet Weather Flow (PWWF) peaking equation to the following:

      $$PWWF = 1.25 \times PDWF$$

3. Reevaluate the City's sewer budget to determine if there is sufficient funding for the CIP that was developed as part of the 2021 Sewer Master Plan.

SECTION 9
MONITORING, MEASUREMENT AND PROGRAM MODIFICATIONS

9-1 Waste Discharge Requirements

Order 2006-003-DWQ requires that the City:

(a) Maintain relevant information that can be used to establish and prioritize appropriate SSMP activities;

(b) Monitor the implementation and, where appropriate, measure the effectiveness of each element of the SSMP;

(c) Assess the success of the preventative maintenance program;

(d) Update program elements, as appropriate, based on monitoring or performance evaluations; and

(e) Identify and illustrate SSO trends, Including: frequency, location, and volume.

9-2 Compliance

a. Relevant Information

Order 2006-003-DWQ requires the City, "*maintain relevant information that can be used to establish and prioritize appropriate SSMP activities.*"

The City keeps updated records of all sewer related documents which include but are not restricted to the following:

- GIS Shapefiles: The City recently updated its Sewer Master Plan which included an update of the Sewer GIS with recently constructed and/or replaced sewers.
- CCTV Records: The City contracted with Pipe Tec Incorporated (Pipe Tec) to conduct CCTV inspection of approximately 574,444 feet of gravity sewers (2,557 pipes) of gravity sewers between April 2020 and February 2021. This is approximately 81 percent of the total sewer system, which has 708,750 feet of pipe.
- Gravity Sewer Cleaning Records: The routine and hotspot cleaning records are kept on hard copy logs and filed in a cabinet at the City offices. As stated in Section 4 of this audit, it is recommended that at a minimum, the maintenance activities be recorded electronically in some sort of database(s) so that the information can be easily accessed and queried when needed. It is highly recommended that the City invest in a computer software program that will assist in managing the sewer asset maintenance.
- Sewer Lift Station Maintenance Records: The City conducts monthly inspections of its three (3) sewer lift stations, which are tracked with hard copy logs. As stated in Section 4 of this audit, it is recommended that the inspections be increased at Briarwood Lift Station and the Brea Creek Lift Station to meet the monthly inspection schedule. It is also recommended that a detailed check list be created for the monthly inspections to identify what work is being done during each inspection.
- Food Service Establishment (FSE) Inspections: The City has two trained environmental specialist staff members that conduct the annual FSE inspections. The inspections are tracked in an up-to-date excel database.

- Sanitary Sewer Overflows (SSO): SSO report information is maintained on the California Integrated Water Quality System (CIWQS) website. SSO locations are logged in an excel spreadsheet and mapped using the Sewer GIS, as detailed on Figure 9-1.

Los Angeles County
Los Angeles County
San Bernardino County
City of La Habra
Brea Sphere of Influence
Central Ave
Central Ave
Brea Blvd
Berry St
Sewershed 1 (Imperial)
Sewershed 2 (Fullerton)
Sewershed 5 (Rolling Hills)
Sewershed 6 (Associated)
Sewershed 10 (Carbon Canyon)
ID 841714
ID 874773
ID 831445
ID 856905
ID 862667
ID 853267
ID 857594
Broadrock Renewable Energy
Breitburn Energy
Thompson Energy
SR-57
Lambert Rd
Lambert Rd
Carbon Canyon Rd
Puente St
Berry St
Imperial Hwy
OCSD Imperial Relief Interceptor/ Miller Holder Trunk
ID 832185
ID 871438
Birch St
Birch St
Sewershed 8 (Kraemer)
Brea Sphere of Influence
City of Fullerton
Puente St
Brea Creek
Briarwood Lift Station
Brea Creek Lift Station
ID 841653
ID 844978
ID 837669
Kraemer Blvd
Imperial Hwy
Valencia Ave
Rose Dr
ID 845617
City of Yorba Linda
Brea Blvd
Sewershed 3 (Brea)
Sewershed 4 (Laurel)
Associated Rd
Placentia Ave
Sewershed 7 (Cypress)
La Floresta Lift Station
Sewershed 11 (Rose)
Sewershed 9 (Valencia)
OCSD Fullerton Brea Trunk Sewer/ Fullerton Brea Interceptor
City of Placentia
OCSD Rolling Hills Sub-Trunk
OCSD Cypress Sub-Trunk
OCSD Kraemer Interceptor
OCSD Carbon Canyon Interceptor

Legend

- Brea Gravity Sewers
- Brea Force mains
- OCSD Gravity Trunk Sewers
- City of Brea Boundary
- Brea Sphere of Influence
- Brea Lift Stations

Sanitary Sewer Overlow Type

- Public
- Private

N

0 3,000 6,000 Feet

City of BREA

AKM

CITY OF BREA
Sewer System Management Plan Audit 2021

PROJECT NO: 1041681.00

DATE: November 2021

Sewer Overflow Locations

Figure 9-1

b. SSMP Monitoring

Order 2006-003-DWQ requires the City to "*monitor the implementation and, where appropriate, measure the effectiveness of each element of the SSMP."*

To monitor the implementation and effectiveness of SSMP elements, the following actions are recommended:

- **Goals**: Review goals annually and update as necessary
- **Organization:** Review organization chart annually and update as necessary.
- **Legal Authority**: Review Municipal Code annually and update as necessary. Consult engineering and maintenance staff to determine if any problems occurred due to inadequate legal authority in relation to the sewer system, SSOs, FOG, etc.
- **Operation and Maintenance**: The City's engineering and maintenance staff should review the sewer and storm drain maps annually to identify and add any new facilities and/or replacement facilities.

  The routine cleaning records, hotspot cleaning records, and lift station maintenance records should be reviewed quarterly to ensure preventative maintenance goals are being met.

  The training schedules/records should be reviewed annually to ensure that the City's maintenance staff has appropriate training in all areas related to sewer system maintenance and SSOs.

  The Capital Improvement Program should be reviewed annually and projects should be reprioritized as necessary.
- **Design and Performance Provisions**: The City's Sewer Standard Plans and Specifications document should be reviewed annually and updated as necessary.
- **Overflow Emergency Response Plan (OERP)**: After each SSO event, the City evaluates the effectiveness of the OERP and implements any improvements to this plan. The City's maintenance staff that responded to the SSOs are consulted to identify any field recommendations that would improve the SSO response procedures. The City's OERP should be reviewed annually, at minimum.
- **Fats, Oil, and Grease Control Program**: The City should review Title 13, Chapter 13, Article V: Fat's Oils, and Grease Disposal of the City of Brea's Municipal Code (BMC) annually and update as necessary.

  The FSE inspector should be consulted to identify any recommendations that would help reduce the amount of FOG that enters the City's sewer system. The FSE inspection history should also be reviewed annually to ensure that the inspection goals are being met.

  The City should review the SSO locations, hot spot locations, and CCTV records to determine if there are FOG issues that may be caused by upstream FSEs. This task should be done anytime an SSO occurs.
- **System Evaluation and Capacity Assurance Plan**: The City should update its capacity analysis when any significant changes in sewer loads have occurred or are predicted to occur (i.e. future development or redevelopment).
- **Communication**: The communication program should be reviewed annually to ensure goals are

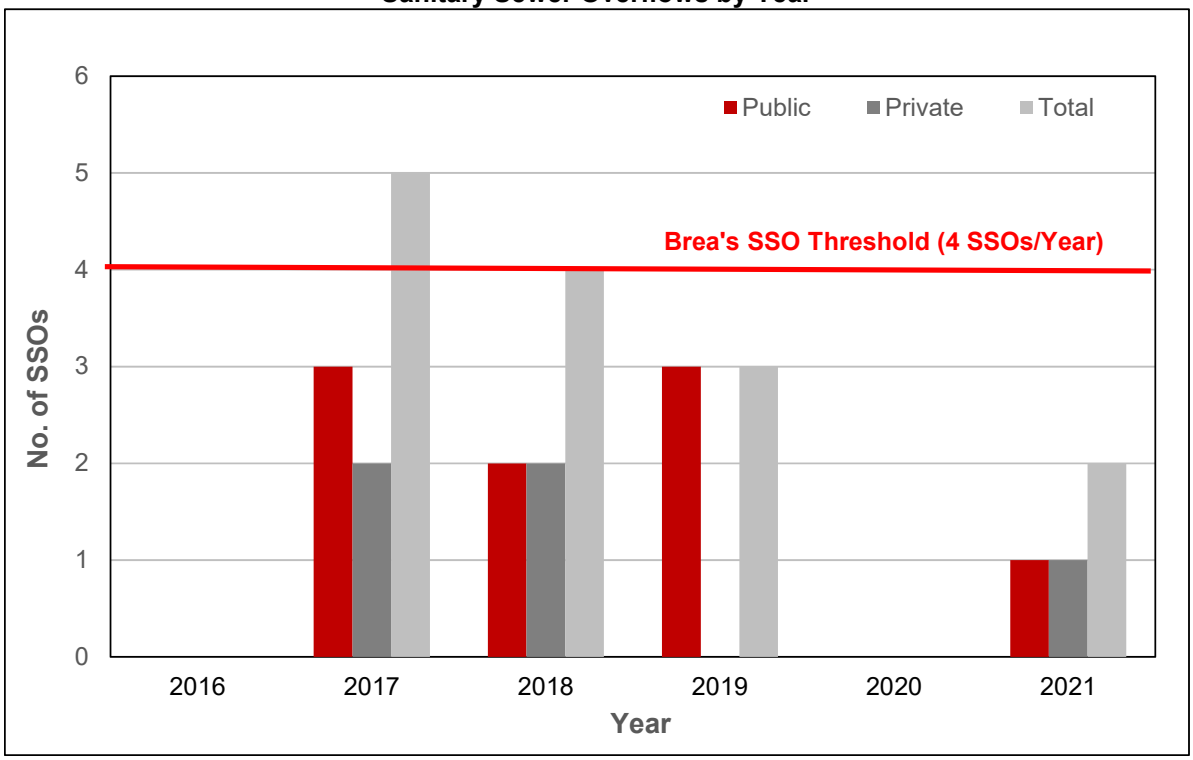
being met. The communication efforts should be revised if necessary. For example, between 2013 and 2016, debris/rags accounted for 70% of the City's SSOs. At that time, the City conducted several public outreach programs to educate the public on this matter, in an attempt to reduce the debris in the sewer system.

c. Success of Preventative Maintenance Program

Order 2006-003-DWQ requires the City to "a*ssess the success of the preventative maintenance program."* The SSO trend is detailed on Figure 9-2. A sewer collection system with less than three (3) spills from the publically owned system (excluding private property spills that do not result from a blockage in the public system) per 100 miles per year is considered an adequate system. For the City's sewer system (134 miles), this is an average of about four (4) spills per year. Between 2016 and 2020, the number of public spills remained below the threshold of 4 spills per year. This is an indication of a successful preventative maintenance program.

The number and reasons for the SSOs each year should be reviewed. Adjustments to the SSMP should be made as needed and if practical to address causes of SSOs.

Figure 9-2
Sanitary Sewer Overflows by Year



d. Update Program Elements.

Order 2006-003-DWQ requires the City to "u*pdate program elements, as appropriate, based on monitoring or performance evaluations."*

Biennial audits of the SSMP will be conducted to measure program effectiveness. The audit itself is a formal method for measuring program effectiveness. Based on the findings of the SSMP audit, the City will modify its SSMP elements, accordingly.

At a minimum, the City shall review and update its SSMP document every five (5) years as required by the Waste Discharge Requirements (Provision D.14).

It is recommended that the City add a section to the end of the SSMP document entitled “Change Log” so that changes made to the SSMP document can be tracked and organized. The items in the “Change Log” will be incorporated into the SSMP documents, when the City conducts its next SSMP update.

It is recommended that the City keep records of all SSMP element reviews and insert them into the SSMP document such that it is available during the next SSMP Audit or SSMP Update.

The City last updated its SSMP document in 2016. Since Order 2006-003-DWQ (Provision D.14) state that, “the SSMP must be updated every (5) years,” it is recommended that the City conduct an update to their SSMP document. The results of this SSMP Audit and the 2021 Sewer Master Plan should be incorporated into the document update. The SSMP Update should be recertified by the City Council and submitted to the State Water Resources Control Board (SWRCB).

e. SSO Trends

Order 2006-003-DWQ requires the City, “*Identify and illustrate SSO trends, including: frequency, location, and volume.”*

Currently the City tracks its SSOs in an electronic database and in its Sewer GIS. The number of the SSOs (City and private) is illustrated on Figure 9-2 by year. The SSO history, including information such as SSO location, date, and cause is detailed in Table 9-1.

9-2 Summary of Recommendations

The following items are recommended to be added and/or updated in the City’s Monitoring, Measurement and Program Modifications Program (SSMP Chapter 9):

1. As stated in Section 4, it is recommended that a database or GIS file be developed to track more details of the City’s gravity sewer cleaning effort. Monitor and document implementation and effectiveness of SSMP sections.
2. Review all following annually and make updates as necessary:
    a. SSMP sections
    b. Sewer and storm drain maps
    c. Training schedules/records
    d. Capital Improvement Program
    e. Sewer Standard Plans and Specifications
    f. Overflow Emergency Response Plan
    g. Title 13, Chapter 13, Article V: Fat’s Oils, and Grease Disposal of the City of Brea’s Municipal Code (BMC)
    h. SSO locations, hot spot locations, and CCTV records to determine if there are FOG issues that may be caused by upstream FSEs
    i. Number and reasons of SSOs

3. The routine cleaning records, hotspot cleaning records, and lift station maintenance records should be reviewed quarterly to ensure preventative maintenance goals are being met.
4. Based on the findings of the SSMP audit, modify SSMP sections, accordingly.
5. Update the SSMP document as required by the Waste Discharge Requirements. Recertify the SSMP Update by the City Council, and submit to the SWRCB.
6. Add a section at the end of the SSMP document entitled “Change Log” so that changes made to the SSMP can be documented.
7. Place all annual SSMP reviews in the change log, so that the reviews are readily available for the next SSMP audit or SSMP update.

Table 9-1
Sanitary Sewer Overflow History

Year	Spill Type	ID	Date	Public/ Private	Location	Spill Volume (gpm)	Recovered Volume (gpm)	Surface Water	Reached Storm Drains ?	Likely Cause
2017	3	831445	1/4/2017	Public	345 Oak Place	240	240	No	Yes	Debris/Rags
	PLSD	832185	1/28/2017	Private	327 Birch	100	100	No	No	Debris/Rags
	PLSD	837669	7/28/2017	Private	On the Hook Restaurant	4500	4500	No	No	FOG
	1	841653	11/18/2017	Public	Greenbriar and Plum	600	30	Yes	Yes	Roots
	3	841714	11/21/2017	Public	620 N. Brea Blvd	50	50	No	No	Roots
2018	1	844978	2/22/2018	Public	405 S State College	11528	1800	Yes	Yes	Debris
	PLSD	845617	3/12/2018	Private	Slapfish, La Fiesta and La Crescenta	280	150	Yes	Yes	Plug left in sewer
	PLSD	852964	11/19/2018	Private	2102 N. Valencia Ave	150		Yes	Yes	Debris/Const
	1	853267	11/27/2018	Public	N. Valencia Ave, north of Santa Fe Ave	2430	500	Yes	Yes	Debris/Const
2019	1	856905	3/12/2019	Public	Olive and Almond	60	40	Yes	Yes	Debris/Rags
	2	857594	4/16/2019	Public	Olinda Village	3000	3000	No	No	Roots
	1	862667	11/6/2019	Public	Valencia and Santa Fe	3000	1500	Yes	Yes	Debris/Const
2021	PLSD	871438	1/2/2021	Private	327 Birch	150	145	Yes	Yes	FOG
	1	874773	6/17/2021	Public	515 W Lambert Rd	20	15	Yes	Yes	Debris/Rags

** 1 = Category 1 Spill*
** 2 = Category 2 Spill*
** 3 = Category 3 Spill*
**PLSD = Private Sewer Lateral Discharge*

SECTION 10
SSMP PROGRAM AUDITS

10-1 Waste Discharge Requirements

Order 2006-003-DWQ requires:

> *As part of the SSMP, the Enrollee shall conduct periodic internal audits, appropriate to the size of the system and the number of SSOs. At a minimum, these audits must occur every two years and a report must be prepared and kept on file.*
>
> *This audit shall focus on evaluating the effectiveness of the SSMP and the Enrollee's compliance with the SSMP requirements identified in this subsection (D.13), including identification of any deficiencies in the SSMP and steps to correct them.*

10-2 Compliance

The completion of this 2021 SSMP Audit report and implementation of recommendations made will fulfill the criteria of Order 2006-003-DWG.

10-3 Summary of Recommendations

It is recommended that the City keep the most recent SSMP Audit reports on file at the City's Department of Public Works Office. The SSMP Audit and SSMP document does not need to be submitted to the State Water Resources Control Board (SWRCB) but will be made available upon request.

The City should conduct its internal audits of the SSMP every two years at minimum. The next SSMP Audit should take place in 2023.

SECTION 11
COMMUNICATION PROGRAM

11-1 Waste Discharge Requirements

Order 2006-003-DWQ requires that:

> *The Enrollee shall communicate on a regular basis with the public on the development, implementation, and performance of its SSMP. The communication system shall provide the public the opportunity to provide input to the Enrollee as the program is developed and implemented.*
>
> *The Enrollee shall also create a plan of communication with systems that are tributary and/or satellite to the Enrollee's sanitary sewer system.*

11-2 Compliance

The City communicates with various parties through the means detailed in Table 11-1.

Table 11-1
Communication Program

Party	Line of Communication
City of Brea Residents and Businesses	• Spill contact information and FOG information posted on City website
	• Community events to provide sewer management education.
	• SSMP document posted on City website and maintained in the City Clerk's office, the local library, and all DPW maintenance yards.
Food Service Establishments	• Annual inspections
	• Educational materials distributed during inspections
	• Public service announcement DVD for kitchen best management practices
	• Mailouts with City newsletter
	• Permit Documents
	• Joint outreach with Storm Water Outreach Program
Land Developers, Consultant Engineers, General Contractors, Pluming Contractors	• Plans available at the Public Counter
	• Sewer Standard Plans and Specifications document available on website and at the Public Counter

It is recommended that the City provide the public an opportunity to provide feedback regarding the elements of the SSMP. This may include providing contact information on the website, public outreach at City events, and/or having an opinion drop box.

11-3 Summary of Recommendations

The following item is recommended to be added and/or updated in the City's Communication Program (SSMP Chapter 11):

1. Provide the public an opportunity to provide feedback regarding the elements of the SSMP (through website, public outreach at City events, opinion drop box, etc.)

CITY OF BREA
SEWER SYSTEM MANAGEMENT PLAN
2024 AUDIT

Prepared For:
CITY OF BREA
1 Civic and Cultural Center
Brea, CA 92821

Prepared By:
ARDURRA GROUP, INC.
9665 CHESAPEAKE DRIVE, SUITE 230
SAN DIEGO, California 92123

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Attachments

A – Sewer and Storm Drain System Maps

A-1 – SSMP Plan and Schedule

B – List of High Frequency Maintenance Locations

C – Equipment and Parts List

D – List of FSE Locations

E – CIP Projects

SSMP Audit Certification

I certify, as the Legally Responsible Official and Superintendent for the City of Brea, the following SSMP audit was prepared under my direction or supervision and in compliance with State Water Resources Control Board Order No. 2022-0103-DWQ. Based on the inquiry of the person(s) directly responsible for gathering the information to the best of my knowledge, the information submitted is true, accurate, and complete, and complies with the Statewide Sanitary Sewer Systems General Order.

Rudy Correa

Rudy Correa
Superintendent

1-27-25

Date

City of Brea Audit Team

Name	Position
Brian Ingallinera	Environmental Services Coordinator
Rudy Correa	Water Sewer Storm Drain Superintendent
Ryan Chapman	City Engineer

Interview Participants

Name	Position	Signature
Brian Ingallinera	Environmental Services Coordinator	
Ryan Chapman	City Engineer	
Rudy Correa	Water Sewer Storm Drain Superintendent	
Jerry Mestas	Streets Supervisor	
Matthew Matlock	Water Sewer Storm Drain Supervisor	
Brian Rangel	Sewer Crew Leader	
Cedric Owens	Maintenance Worker I	
Jacob Decono	Maintenance Worker I	

As a sewer system operator of the City of Brea wastewater collection system and as personnel responsible for performing duties associated with the programs included is the Sewer System Management Plan, by my signature above, I hereby attest the following SSMP audit was prepared with my participation in compliance with State Water Resources Control Board Order No. 2022-0103-DWQ.

Documents Audited / Reviewed

Item No.	Document
1	Sewer System Management Plan, November 2016
2	City of Brea Sewer System Management Plan 2021 Audit, January 2022
3	City of Brea Sewer Master Plan, November 2021
4	City of Brea Spill Emergency Response Plan, June 2024
5	City of Brea Municipal Code

INTRODUCTION

On May 2, 2006, the State Water Regional Control Board (SWRCB) adopted Order No. 2006- 0003 (Order or General Order), Statewide General Waste Discharge Requirements (WDRs) for Sanitary Sewer Systems. This Order required that the owner of a wastewater collection system with more than one (1) mile of pipeline have in place a Sewer System Management Program (SSMP) to comply with the terms of the Order, which was intended to reduce the quantity and severity of Sanitary Sewer Overflows (SSOs), to audit the program every two (2) years, and revise and/or update the SSMP every five (5) years.

On February 20, 2008, the State Water Board Executive Director adopted Order No. 2008-0002-EXEC, a revised Monitoring and Reporting Program (MRP) for the WDRs to rectify early notification deficiencies and ensure that first responders are notified in a timely manner of SSOs discharged into waters of the state. On September 9, 2013, the State Water Board Executive Director adopted Order No. 2013-0058-EXEC which amended the MRP of Order No. 2006-0003 by adding a third sanitary spill category - Category 3 SSO, sampling requirements within 48 hours, that a technical report be submitted within 45 days (for Category 1 SSO in which 50,000 gallons or greater are spilled to surface waters), and new record keeping requirements.

On December 6, 2022, the State Water Board adopted General Order WQ 2022-0103-DWQ which supersedes the previous State Water Resources Control Board Order 2006-0003.DWQ and amendments thereafter. The Order became effective on June 5, 2023. Per the Order, the four (4) spill categories are described as follows:

CATEGORY 1

- Discharges of untreated or partially treated wastewater of any volume resulting from an enrollee's sanitary sewer system failure or flow condition that results in a discharge to:
- A surface water, including a surface water body that contains no flow or volume of water; or and/or reach a drainage channel tributary to a surface water; or
- A drainage conveyance system that discharges to surface waters when the sewage is not fully captured and returned to the sanitary sewer system or disposed of properly.
- Any spill volume not recovered from a drainage conveyance system is considered a discharge to surface water, unless the drainage conveyance system discharges to a dedicated stormwater infiltration basin or facility.
- A spill from an Enrollee-owned and/or operated lateral that discharges to a surface.

CATEGORY 2

- Discharges of untreated or partially treated wastewater of 1,000 gallons or greater resulting from an enrollee's sanitary sewer system failure or flow condition that do not reach surface water or a drainage channel.
- A spill of 1,000 gallons or greater that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system.

CATEGORY 3

- A spill of equal to or greater than 50 gallons and less than 1,000 gallons, from or caused by an enrollee's sanitary sewer system that does not discharge to a surface water.
- A spill of equal to or greater than 50 gallons and less than 1,000 gallons, that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system.

CATEGORY 4

- A spill of less than 50 gallons, from or caused by an enrollee's sanitary sewer system that does not discharge to a surface water.

BACKGROUND

The California Regional Water Quality Control Board, Santa Ana Region (RWQCB-SA) required the preparation of a SSMP, as included in Provision 11 of Order No. R8-2002-0014, General Water Discharge Requirements for Sewage Collection Agencies in Orange County within the Santa Ana Region. The RWQCB-SA adopted its general waste discharge requirements in April 2002, which was over four (4) years prior to the statewide order adoption. Order R8-2002-0014 was critical in the development of the statewide Order 2006-0003. While the general requirements of Order 2006-0003 and R8-2002-0014 are similar, the regulations contain differences in its organization and wording.

The City certified its regional SSMP in September 2005, in accordance with the RWQCB-SA Order No. R8-2002-0014. Updates were made in 2009 and 2016 to comply with the requirements of the SWRCB Order 2006-0003.

A principal element of the Order is the requirement to develop and adopt a Sewer System Management Plan (SSMP) which is intended to be a living planning document that includes the formal documentation of ongoing management activities and procedures pertinent to the wastewater collection system. The SSMP is to serve as a planning document to facilitate implementation of proactive measures required address short-term and long-term system resilience. To ensure the SSMP is regularly evaluated for compliance with the Order and that enrollees regularly evaluate the efficiency and effectiveness of the SSMP, the SWRCB requires that regular audits of the system specific SSMP be conducted and that findings be recorded. Findings are to include identified deficiencies in the SSMP and / or required updates to the various programs, as applicable, that will serve to improve the management of the wastewater collection system.

Per General Order WQ 2022-0103-DWQ, the internal audits must be performed every three (3) years with the audit report maintained on file. The due date for this audit is August 2, 2024. The SSMP must be updated every six (6) years, must contain any significant program changes, and be re-certified by the City's Council. To complete the re-certification process, City staff must enter the information on the Online SSO Database.

This document includes the findings of the audit conducted on the City of Brea's (City's) SSMP which was last updated in November 2016. This audit was conducted based on the requirements included in Attachment D of Order 2022-0103-DWQ for each of the eleven (11) elements including:

I. Sewer System Management Plan Goal and Introduction
II. Organization
III. Legal Authority
IV. Operation and Maintenance
V. Design and Performance Provisions
VI. Spill Emergency Response Plan
VII. Sewer Pipe Blockage Control program
VIII. System Evaluation, Capacity Assurance and Capital Improvements
IX. Monitoring, Measurement and Program Modifications
X. Internal Audits
XI. Communication Program

This audit of the City's SSMP consists of evaluating all 11 elements and appendices required by the Order. The following is a summary of the audit findings and the revisions / updates to be completed with the subsequent update of the SSMP. Based on the contents of the audit report, staff will create a list of proposed remedies, file the report, and begin working to correct the deficiencies, if any.

Audit of Element 1 – Sewer System Management Plan Goal and Introduction

The WDRs require the City develop an SSMP with the goal that the document encompass a comprehensive plan and schedule that will serve to:

- *Properly manage, operate, and maintain all parts of the sanitary sewer system,*
- *Reduce and prevent spills, and*
- *Contain and mitigate spills that may occur.*

The introduction of the document is to include:

- *A general description of the sewer system management program and the implementation of the SSMP activities, and as applicable, necessary updates,*
- *An overview of the service area and assets owned and maintained by the City,*
- *A schedule that reflects planned updates to the SSMP, including conducting internal audits and the any milestones for incorporating activities to address the prevention of spills,*
- *An updated map of the sanitary sewer system or reference.*

AUDIT BENCHMARK: Review the SSMP to determine compliance with the Order by having goals which provide a plan to manage, operate, and maintain the City's sewer system.

FINDINGS

Regulatory Context

The City completed its Sanitary Sewer Master Plan (Master Plan) in November 2021 which includes a brief description of the City's service area and existing infrastructure. Chapter 4, Existing System, includes a summary of the City's assets including the length of gravity sewer by pipe size, material, and decade constructed. Also included in an updated map of the sanitary sewer system. A copy of Figure 4-1 from the Master Plan is included in Attachment A for reference. Also included is a map of the City's storm drain system. It is recommended that information prepared as part of the Master Plan be incorporated, where applicable, into the SSMP update.

SUMMARY OF RECOMMENDATIONS

The following revisions / updates are recommended to be developed and incorporated into the SSMP:

- Include a description of the City's collection system
- Include a summary of the assets owned and maintained
- Include a description of the sewer system management program
- Include copy of latest system map

Sewer System Management Plan Update Schedule

The SSMP will be updated to include a schedule for the City to update the elements of the SSMP based on the findings of the audit. Included in Attachment A-1 is a preliminary schedule to address the following revisions / updates recommended to be completed:

- Identify necessary updates to the SSMP elements based on audit findings
- A schedule for updating the elements of the SSMP
- A schedule for conducting the internal audits
- Schedule for developing metrics for the maintenance and management of the collection system

SEWER SYSTEM ASSET OVERVIEW

The City completed its Master Plan Update in November 2021 which includes a general description of the City's service area and assets including gravity sewers, siphons, force mains, and lift stations. The following information which was obtained from the City's Master Plan and will be incorporated into the SSMP.

Construction of the City's sewer collection system commenced as early as the 1920s. By the 1950s there was approximately 49,000 linear feet of sewer pipe constructed and in the 1960s and 1970s, over 100,000 feet of pipe was constructed. Over the next four (4) decades, construction of the City's collection system fluctuated between approximately 34,000 and 69,000 feet of pipe.

As of 2020, the City's collection system includes approximately 134 miles of gravity sewers ranging in diameter from 4-inches to 27-inches, three (3) lift stations, and approximately 0.5 miles of force mains ranging from 4-inches to 10-inches in diameter.

Service Area - The City provides sewer collection service to the entire area within its corporate boundaries, as well as to portions of unincorporated Orange County. The existing service area consists of approximately 7,952 acres (12.4 sq miles).

The City's existing sewer collection system is made up of a network of gravity sewers and three (3) sewer lift stations. The gravity system consists of approximately 134 miles of pipe and 3,400 manholes. The majority of the gravity sewers are constructed of vitrified clay pipe with sizes ranging from 4-inch to 27-inch in diameter. The sewer system service area consists of eleven (11) major sewer sheds in which City sewers convey sewage generally south and/or west to an Orange County Sanitation District (OCSD) trunk sewer or adjacent agency sewer system.

Gravity Sewers – Over 80% of the sewers in the City are 8-inches in diameter and the majority of the system consists of VCP material.

- Additional descriptive information is included in the Master Plan and will be included in the SSMP.

Lift Stations - The City owns and operates three (3) sewer lift stations with two (2) pumps at each station. The Briarwood Lift Station is a submersible lift station that serves eleven (11) residential homes. The Briarwood Lift Station was constructed in 1959, when the residential development and upstream gravity sewers were constructed. The Brea Creek Lift Station was constructed to relieve the downstream gravity sewer and generally remains on standby for a majority of the time. La Floresta Lift Station was constructed in 2011 and serves a residential retirement community.

- Additional descriptive information is included in the Master Plan and will be referenced in the SSMP.

Force Mains - The system includes approximately 0.5 miles of force mains ranging from 4-inches to 10-inches in diameter.

- Additional descriptive information is included in the Master Plan and will be included in the SSMP.

Audit of Element 2 – Organization

The Order requires the SSMP identify organizational staffing responsible for implementing the programs included in the SSMP. It must also illustrate the lines of authority, the chain of communication for reporting spills from receipt of complaint to reporting of spills to the State Water Resources Control Board, Regional Water Board, and other affected agencies, as applicable.

AUDIT BENCHMARK: Review the SSMP to determine compliance with the State Order to have documentation that clearly demonstrates the staff integral for implementing the programs included in the SSMP.

FINDINGS

The existing SSMP identifies the City's Public Works Superintendent as the Legally Responsible Official (LRO), includes a City organizational chart and lists the various departments that encompass the City's overall organization. While the organizational chart does not include the names, positions, and telephone numbers of the staff responsible for the duties associated with the respective department programs, the subsequent section includes the required information and details of the positions, duties, and contact information. The organizational chart serves to illustrate the lines of authority.

The chain of communication for notification and reporting procedures is illustrated in Figure 2-2, SSO Reporting Procedures Flow Chart. The flowchart illustrates the reporting procedures and includes the process from receipt of a complaint to the positions responsible for reporting the spill to the State, Regional Water Control Boards, and other agencies.

SUMMARY OF RECOMMENDATIONS

The following revisions / updates are recommended to be developed and incorporated into the SSMP:

- Update Organizational Chart to include:
  - City Engineer
  - Environmental Services Coordinator
  - Maintenance Services
  - Safety / Environmental Enforcement Officer, if applicable
- Update section 2.2.3, Description of Responsibilities, as necessary to make current.
  - Include name and contact information for the Safety / Environmental Enforcement Officer
  - Include duties, name, and contact information for administrative position(s), if applicable
- Confirm / update chain of communication for reporting spills from receipt of complaint, including the staff responsible for reporting spills to the State, Regional Water Boards and other agencies.

The following items are recommended to be updated:

- Changes to the City's staff and associated responsibilities
- Figure 2-1, City of Organizational Chart
- Section 2.2.3, Description of Responsibilities
- Figure 2-2, SSO Reporting Procedures Flow Chart
- Section 2.3.2, Responsible Party's Name, Telephone / After Hours or Cell Phone
- Table 2-1 (2021 Audit) as appropriate

Audit of Element 3 – Legal Authority

To prevent sewer spills to the maximum extent possible and meet federal, state and local requirements, the governing agency must ensure that its existing codes, ordinances, policies and procedures, service agreements and/or other legally binding procedures include the necessary requirements to implement and fulfill the specific needs of the agency, and to protect the health and safety of people, property, and environment.

The Order requires the SSMP include either a copy or an electronic link of the City's codes, ordinances, policies and procedures, service agreements and/or other legally binding procedures to demonstrate the City has the legal authority to:

- *Prevent illicit discharges into its sanitary sewer system from inflow and infiltration (I&I); unauthorized stormwater; chemical dumping; unauthorized debris; roots; fats, oils, and grease; and trash, including rags and other debris that may cause blockages;*
- *Collaborate with storm sewer agencies to coordinate emergency spill responses, ensure access to storm sewer systems during spill events, and prevent unintentional cross connections of sanitary sewer infrastructure to storm sewer infrastructure;*
- *Require that sewer system components and connections be properly designed and constructed;*
- *Ensure access for maintenance, inspection, and/or repairs for portions of the service lateral owned and/or operated by the Enrollee;*
- *Enforce any violation of its sewer ordinances, service agreements, or other legally binding procedures; and*
- *Obtain easement accessibility agreements for locations requiring sewer system operations and maintenance, as applicable.*

AUDIT BENCHMARK: Review the SSMP to determine compliance with the State Order demonstrating adequate legal authority for the City to operate and regulate and control discharges within the City's sanitary service area.

FINDINGS

The City's legal authority and powers pertaining the wastewater collection system are granted by the State and Federal governments and are codified in the City of Brea's Municipal Code (BMC), with Title 13, Chapter 13, *Sewers*, specifically for the sewer system.

Chapter 13 of the BMC outlines the rules and policies for the use of the City's sewage collection and treatment facilities and are intended to provide a comprehensive description of the manner in which the City regulates its wastewater system and serves its customers. The following is a summary of the sections included in the BMC which illustrate compliance with the Order requirement as noted above.

PREVENT ILLICIT DISCHARGES

The City is required to prevent discharges of illicit and undesirable substances from entering the wastewater collection system. Illicit discharges include, but are not limited to, the release of I/I, storm water, chemical dumping, unauthorized debris and constituents, roots; fats, oils, and grease; and trash, including rags and other debris that may cause blockages. The City's legal authority to prevent illicit discharges to the wastewater collection are addressed in various chapters of the City's Code.

Chapter 13 of the Code includes a general description of the various types of substances restricted by the from being directly or indirectly discharged into the collection system and provides the authority to regulate the specific type of substances permitted to be discharged into its wastewater collection system. Table 3-1 summarizes the relevant ordinance sections which correlate to the requirements.

Documented in Section 13.00.230, Industrial Wastewater, is the Orange County Sanitation District (OCSD) authority to regulate all industrial wastewater discharges to the public sewer system and that OCSD issues the permits for discharge of industrial waste. The section also grants the City's participation as an integral part of the process for regulating the type of waste discharged into the City's wastewater system.

Waste Discharge Requirement		City of Brea Municipal Code	Recommendations
a)	Prevent illicit discharges into its sanitary sewer system (I/I, stormwater, chemical dumping, unauthorized debris, roots, FOG, trash, etc.)	BMC 13.00.250: All sewer connections must be permitted.	
		BMC §13.00.230: Industrial Waste Permit to be submitted for review and permitting from OCSD and OCHCA.	Update reference from BMC §13.00.551 to §13.00.230
		OCSD Ordinance No. OCSD-53: Identifies maximum concentrations on chemicals.	Update reference from OCSD-48 to OCSD-53
		BMC §13.00.240: Regulates substances that can be discharged to sewer.	
		BMC §13.00.500 specifically regulates the disposal of FOG discharges	Include reference to BMC §13.00.500, Intent and Purpose
		BMC §13.00.521 specifies the requirement of a FOG discharge permit by FSEs	Include reference to BMC §13.00.521, FOG Discharge Limitations
b)	Collaborate with storm sewer agencies to coordinate emergency spill responses, ensure access to storm sewer systems during spill events, prevent unintentional cross connections of sewer to storm sewer infrastructure	BMC §§13.00.220, Discharge in Natural Outlets Regulated	Include reference to BMC §13.00.220, Discharge in Natural Outlets Regulated
		BMC §13.32.020, Prohibition on Illicit Connections and Prohibited Discharges	Include reference to BMC §13.32.020, Prohibition on Illicit Connections and Prohibited Discharges
		BMC §13.32.040, Inspections	Include reference to BMC §13.32.040, Inspections
		BMC §13.32.070, allows the City to cooperate with other agencies with jurisdiction over storm water discharges	Include reference to BMC §13.32.070, Interagency Cooperation
c)	Require that sewer components and connections be properly designed and constructed	BMC §13.00.170: Requires all sewers pipelines be constructed per the City Sewer Standard Plans and Specifications.	
d)	Ensure access for maintenance, inspection, or repairs for portions of the service lateral owned and/or operated by the City	BMC §13.00.150: Places restrictions on construction of structures such that sewers are accessible for operation and maintenance.	
		California Government Code §54350: Provides authority access facilities for operation and maintenance.	
e)	Enforce any violation of its sewer ordinances, service agreements or other legally binding procedures	BMC §1.04: Provides authority to enforce all regulations of the BMC and City Ordinances	Include reference to BMC §13.00.582, FOG Wastewater Discharge Permit Suspension
		BMC §13.00.260: Provides the authority to enforce regulations relating to sewer use.	Include reference to BMC §13.00.583, FOG Wastewater Discharge Permit Revocation
		BMC §13.00.570: Provides authority to regulate FSEs	Include reference to BMC §13.00.584, Termination of Service
		BMC §13.00.572: Provides the authority to enforce FOG regulations by making individuals liable for costs incurred from an overflow.	Include reference to BMC §13.00.580, Enforcement
		BMC §13.00.580: Provides the authority to enforce regulations of FSEs.	Include reference to BMC §13.00.260, Enforcement of Article
f)	Obtain easement accessibility agreements for locations requiring sewer system operations and maintenance, as applicable		Include reference that all wastewater infrastructure is located within the City right-of-way and/or easements

Collaboration with storm sewer agencies

The City's Street, Sewer, Storm Drain & Sanitation Division is responsible for the operation and maintenance of the storm drain system. Storm drain catch basins and lines are cleaned by City crews to keep debris out of the system and meet NPDES requirements.

Proper Connections and Construction

The City's requirements for the design and construction of new, rehabilitated, and replaced sewer system facilities, including mains, tie-ins, service laterals, cleanouts, manholes, and other system appurtenances, necessary to ensure the proper operation of the sewer system are documented in Title 13, Chapter 13, Article 1, Section 13.00.170, Construction Standards. The section references compliance with the City Standards and Specifications. Additionally, this section incorporates the California Plumbing Code; Uniform Plumbing Code; Standard Specifications for Public Works Construction (Greenbook); and/or the Standard Plans for Public Works Construction (Greenbook) by reference should construction specifications and details not be covered in the City Standards.

Accessibility for Maintenance, Inspection, and Repair

While the City does not own or maintain service laterals, Section 13.00.150, Inspection/Right-Of-Entry, prohibits the construction of structures that would result in obstructing access to City wastewater infrastructure, sewer laterals and other wastewater generating and disposal facilities for inspection and maintenance to sewers.

Also included in this section is language that permits City personnel to access all parts of the premises where wastewater is created, conveyed, treated, or discharged, for the purposes of inspecting, sampling, monitoring, reviewing or copying records, photographing, videotaping, or recording during all times that the discharger's facility is open, operating, or any other reasonable time.

Violation Enforcement

Title 1, Chapter 1.04, Penalties, Administrative and Civil Remedies, grants the City the authority to enforce its Code and Ordinances. The authority for the City to enforce penalties for violations of the BMC and other adopted policies as they pertain to its wastewater collection system is included in Chapter 13. Article II, Section 13.00.260, Enforcement of Article. The section codifies the City's authority to enforce violations with respect to the sanitary sewer system.

Section 13.00.570, Violations, provides the City the authority to regulate the discharge of Fats, Oils, and Grease (FOG) from food service establishments (FSEs).

Section 13.00.571, Public Nuisance, prohibits the discharge of waste, FOG or wastewater in a manner that violates any measure of the chapter shall be declared a public and considered guilty of a misdemeanor.

Section 13.00.572, Damages to Facilities Or Interruption of Normal Operations, grants the City the authority to seek reimbursement for costs required to clean or repair City facilities that may have caused or contributed to any sewer blockage, SSOs, obstructions, interference, damages, or any other impairment to the City's sewer system or to the operation of City facilities.

Section 13.00.580, Enforcement, includes specific enforcement provisions to govern the discharges to the City's sewer system by FSEs.

EASEMENTS

Defined in the BMC is that the portion of the sewer system that extends from the "wye" or "tee branch of the public sewer within the right of way or a public easement is the responsibility of the City. The connecting sewer is owned by and the responsibility of the property owner. Also defined is that a main sewer of the City is laid in the streets, alleys, along rights-of-ways or within an easement provided for the collection of sewage from connecting sewers and conveying flows to the plant for disposal.

SUMMARY OF RECOMMENDATIONS

The following revisions / updates are recommended to be developed and incorporated into the SSMP:

- Reference to BMC §13.00.220, Discharge in Natural Outlets Regulated, which prohibits the discharge any sanitary sewage, industrial wastes, or other polluted waters to any natural outlet within the City or any area under the jurisdiction of the City.
- Reference to BMC §13.00.230, which encompasses the industrial wastewater permit applications process.
- Reference to Ordinance OCSD-48 is update with OCSD-53.
- The City Sewer Standards and Specifications document be updated such that it is consistent with the criteria included in the 2021 Sewer Master Plan, which is being completed.
- Reference to BMC §13.00.572, which provide more general discharge regulations that apply to any facility and not limited to FSEs.
- Reference to BMC §13.00.580, which specifically provides authority of enforcement of FOG regulations.
- Reference to BMC §13.00.260 which provides enforcement regulations regarding the use of the City sewers.

Audit of Element 4 – Operation and Maintenance Program

The City is committed to a regular sanitary sewer system maintenance program. To minimize and prevent system blockages and preserve and extend the useful life of the sanitary sewer system, its preventive maintenance activities primarily include scheduled maintenance of wastewater facilities including sewer lift stations, the routine cleaning of the wastewater collection system pipelines, performing repairs, conducting other related activities, as necessary, and inspections. Inspections are performed on manholes, pipelines, and lift stations. The Order requires the SSMP include the following components in the operations and maintenance program as appropriate to the system:

- *Updated Map of the Sanitary Sewer System illustrating:*
  - *Gravity line segments*
  - *Manholes*
  - *Pumping facilities*
  - *Pressure pipes*
  - *Valves*
  - *Stormwater conveyance facilities within the sewer system service area boundaries*
- *Preventive Operation and Maintenance Activities including a scheduling system and data collection system for:*
  - *Inspection and maintenance activities*
  - *Higher-frequency inspections and maintenance of known problem areas, including areas with tree root problems*
  - *Regular visual and closed-circuit television (CCTV) inspections of manholes and sewer pipes*
- *Training to include:*
  - *The requirements of this General Order*
  - *The Enrollee's Spill Emergency Response Plan procedures and practice drills*
  - *Skilled estimation of spill volume for field operators, and*
  - *Electronic CIWQS reporting procedures for staff submitting data.*
- *Equipment Inventory including identification of critical replacement and spare parts*

AUDIT BENCHMARK: Review the SSMP for compliance with the State Order demonstrating adequate maintenance of the collection system including a scheduling system and a data collection system for preventive operation and maintenance activities conducted by staff and contractors, including compliance with system mapping.

FINDINGS

The City's Operations and Maintenance (O&M) Program includes documenting information pertaining to the following system components:

- Inventory and mapping of sanitary sewer system assets in GIS
- Preventive maintenance activities for:
  - Sewer pipelines, manholes and lift stations
  - Drop Manholes, Gas Trap Manholes, and Siphons
  - Sewer pipeline cleaning
  - Flow monitoring

- Vermin and Rodent Control
- Work schedules
- Operating Revenues

- Rehabilitation and Replacement Program
- Training for field operations personnel and contractors
- Equipment Maintenance and Replacements Policy

The following is a summary of the City's compliance with the Order requirements.

Updated Map of the Sanitary Sewer System

An essential element of the operation and maintenance program is to maintain current and accurate mapping of the collection system assets. Using the Geographic Information System (GIS) technology, the City maintains a map of the sanitary sewer system that illustrates the gravity pipeline, manholes, siphons, lift stations, and a separate map that illustrates the storm drain system.

Preventive Operation and Maintenance Activities

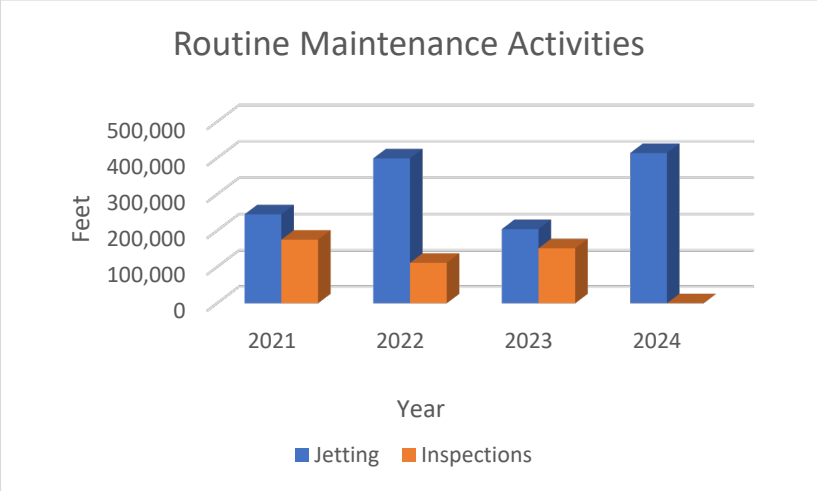
The City performs routine O&M activities including regular system cleaning and performing inspections using CCTV. Crews also visually inspect system manholes and lift stations. The activities are scheduled and performed daily by maintenance crews and/or contractors when determined to be necessary.

The City documents the scheduling of and performance of O&M activities in written format including system inspections and maintenance efforts. Also documented are the locations prone to high amounts of fats, oils, and grease (FOG) and root-intrusion that may potentially result in a system blockages and/or failures and require a higher frequency of maintenance activities. The activities performed are manually logged for record keeping.

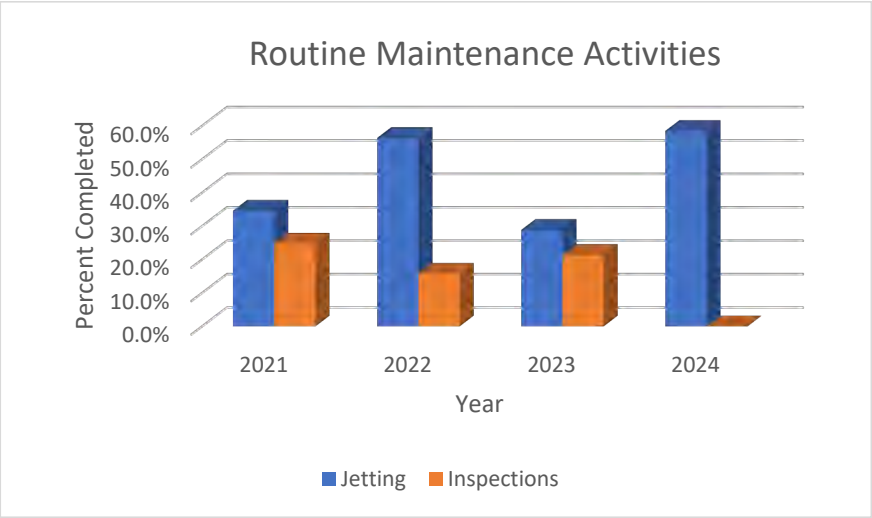
Routine Sewer System Maintenance

Noted in the City's 2016 SSMP is that City maintenance crews perform the cleaning of the entire sewer collection system on an annual basis. The City's cleaning truck is equipped with a two-person crew and clean between 3,000-5,000 feet of sewer per day. However, documented in the 2021 SSMP Audit was that review of historical cleaning records (footage between 2016 to 2019) revealed the City had not been meeting its cleaning target of 3,000 feet per day. Also documented was that since the City had reported very few spills, the amount of cleaning performed was sufficient.

Review of maintenance and inspection information provided by the City revealed the following:



Additionally, based on this information and the current target, the City is completing approximately 30 percent to 58 percent of the cleaning and 15 percent to approximately 25 percent of the inspections.



Based on the findings, it is recommended the City reevaluate its target metrics.

High Frequency Maintenance Locations (HFMLs) / Hot Spots

Documented are the locations designated as problem areas that require a higher frequency of maintenance. Included in Appendix A is a current list of the HFMLs, also referred to as Hot Spots by City crews. Included in the previous audit are Figure 4-1, Figure 4-2, and Figure 4-3 which illustrate the location of pipes identified with roots, grease, and sags, respectively. It was recommended that the CCTV inspection data collected in 2020-2021 be reviewed to determine whether additional sewer reaches should be added and/or removed from the list. Since the previous audit, the records have been reviewed and the list of HFMLs is current. Included in Attachment B are Figures 4-1, 4-2, and 4-3 from the Master Plan.

Also included in the previous audit is Figure 4-5 from that illustrates the location of the HFMLs. Currently, there is approximately 23,721 feet of sewer pipeline identified as HFMLs. The HFMLs are schedule and cleaned on a monthly basis. Also included in Attachment B is Figure 4-5 from the Master Plan.

Vermin and Rodent Control

Documented in the 2016 SSMP is that vermin control is performed on a quarterly basis by Golden Bell Products. While the City's SSMP noted that the manholes are treated on a two (2) year cycle, the previous audit noted that review of the data on the documented number of manholes treated between 2018 and 2020, it appeared the manholes were treated on a quarterly basis. Based on information recently provided by the City, at total of approximately 2,350 manholes are identified as part of the Vermin Control Program which are treated every two (2) years. The City noted that in 2021, 1,004 manholes were treated, 1,404 in 2023, and 783 in 2024. Records did not indicate manholes were treated in 2022. The City maintains an open annual purchase order with the licensed contractor.

Routine Inspections

The City owns CCTV inspection equipment and has historically conducted CCTV inspections for purposes of evaluating causes of SSOs, the condition of a newly constructed or repaired pipe, and sewers that may need to be added to the City's HFML list.

Since 2021, video inspections continue to be the primary method used to identify projects as part of the rehabilitation and replacement program. City crews conduct routine inspections of its wastewater collection

system including its pipelines and manholes to assess the condition and identify immediate maintenance and/or repairs necessary. Where immediate maintenance is required, crews are dispatched to perform the required activities. As defects are noted, the crews provide the supervisor with information that includes the location and type of defect observed and repair required. When appropriate, the improvements are performed by City crews or the information is provided to the Engineering Department, which collects the information, assembles project packages, and prioritizes and schedules the required improvements based on available funds. Currently, the City has a contract method to allow it to engage outside services to promptly perform the required services.

As part of the preparation of the 2021 Master Plan, the City conducted CCTV inspections of sewer pipelines between April 2020 and February 2021 using outside sources. Approximately 574,744 feet (approx. 109 miles) of the 708,750 feet (approx. 134 miles) of gravity sewer was inspected. The gravity sewers that were not inspected were comprised of the following:

- Sewers constructed between 2010 and 2021, which were assumed to be in good structural condition
- Sewers that could not be accessed for inspection
- Sewers that flow full upstream of an existing siphon

While the Master Plan included information on the location with the more severe defects, recommendations included that the inspection videos be reviewed to develop specific improvement projects for pipe removals and replacement, spot repairs, pipe lining, increased maintenance, or other actions. Locations with operations and maintenance deficiencies were also identified.

Lift Stations

The 2016 SSMP notes that there are two (2) lift stations include the Briarwood and Ariovista Lift Stations. However, documented in the 2021 audit is that there are three (3) lift stations including La Floresta, Briarwood, and Brea Creek Lift Stations. The Ariovista Lift Station is also known as the Brea Creek Lift Station which is located at the Ariovista Park. The City accepted ownership of the La Floresta Lift Station shortly after the 2016 SSMP was completed.

Included in the 2021 audit is a summary of the maintenance performed for each of the three (3) lift station. The following is an updated summary of the services performed at each of the lift stations based on recent information provided by City crews.

La Floresta Lift Station: The lift station is inspected two (2) times per week and may include the following:

- Generator check
- Flush water
- Clean dry well
- Operate well sensor
- Check generator fluid
- Check compressor fluid
- Check blow-down compressor and condenser coils
- Inspect and rotate impellor on spare pump
- Exercising of pumps

Inspection logs document that the following work is completed **bi-annually**:

- Clean wet well with flushing water
- Remove pump and perform visual inspection
- Exercise discharge valves

Inspection logs document that the following work is completed **annually**:

- Service compressor and separator
- Change oil and filters
- Run Generator under load by Caterpillar Service Technicians
- Clean and check wiring and contacts in the MCC panels

Briarwood Lift Station is maintained by the City.

Inspection logs document that the following work is completed **two (2) times weekly**:

- Checking the degreaser amount
- Cycling the pumps

Jamison Engineers and Facility Process Solutions have historically performed maintenance of the pump station when the required work is outside of the capability of the City staff.

Brea Creek Lift Station is maintained by the City.

Inspection logs document that the following work is completed **weekly**:

- Checking the degreaser amount
- Cycling the pumps

Jamison Engineers and Facility Process Solutions have historically performed maintenance of the pump station when the required work is outside of the capability of the City staff.

Rehabilitation and Replacement Program

Included as part of the Preventative Maintenance Program is a Rehabilitation and Replacement Program that serves to preserve the integrity of the assets associated with the City's wastewater collection system. The Order requires that a plan be included with a schedule for implementing the necessary improvements and procurement of the necessary fund.

The City's 2016 SSMP documents the completion of CCTV inspections for about 78 percent of the City's gravity system between June 1999 and July 2001. Based on the assessment findings, the City implemented rehabilitation measures for up to approximately 17,100 linear feet of pipeline that consisted primarily of CIPP lining between 2009 and 2015. Table 1, Completed Repairs between 2009 - 2015, of Appendix F includes a list of the repairs completed based on the CCTV findings. Also included in Appendix F of the SSMP is Table 2, Sewer Segments not yet Repaired per 2009 Recommendations, which includes priority improvements that ranged between levels 1 and 4.

Using contracted services, the City inspected approximately 574,744 feet (approx. 109 miles) of the 708,750 feet (approx. 134 miles) or 81 percent, of gravity sewer system between April 2020 and February 2021. While defects and the severity of defects were noted, specific project improvements were not explicitly identified and it was recommended that inspection videos be reviewed to develop projects for pipe removals and replacement, spot repairs, pipe lining, increased maintenance, or other actions.

Also completed as part of the City's CIP are projects to address condition related deficiencies. These projects, which are primarily CIPP lining repairs, are packaged to address the higher priority projects, efficiently manage the City's funds, and minimize disruption to the residents. Included in Attachment E is the CIP projects completed between 2021 and 2024.

To avoid potential duplication of improvements, it is recommended that City staff reference Table 2 from the SSMP, to confirm the following:

- Additional projects listed in Table 2 have been completed
- Projects listed in Table 2 were also identified in the 2021 Master Plan as requiring improvements

Thus, any additional projects listed in Table 2 that have been completed since 2015 should be documented. Additionally, that projects listed in Table 2 that were not completed and the projects identified in the Master Plan be reevaluated and reprioritized.

As necessary, follow-up CCTV inspections should be scheduled and performed to confirm the severity of structural defects and to appropriately identify the type of improvements required. Based on the type and urgency of the projects, the City will be able to appropriately plan and allocate the funds required for the improvements.

Work Schedule and Documentation

Section 4.2.6 of the City's SSMP includes the following:

"The City currently schedules inspections and cleaning annually utilizing a grid map of the City's jurisdiction. Additional special cleanings or repairs are scheduled as resident or business complaints are received or as hotspots are identified. Work completed is documented via a Microsoft Excel file with relevant work information for later reference as needed."

City crews continue to manually schedule and document routine sewer cleaning and inspections, cleaning of HFMLs, and lift station maintenance activities on hard copy logs. The hard copy logs are collected and filed in a cabinet at the City offices. The City has not yet implemented a system to allow for electronic documentation of the operation and maintenance activities scheduled and completed. City crews conduct the assigned tasks and manually track the locations and type of work performed.

As other City departments (i.e. engineering) do not have access to O&M related information, requests are made directly to the O&M staff. When such requests are made, the files are retrieved from the cabinet and the information must be manually summarized and / or tabulated.

Summarized in the previous audit was that while the cleaning data provided included a summary of the total length of pipe cleaned annually, it could not be determined when a specific pipe was last cleaned nor which pipes were cleaned over the last year.

There are multiple options available for sewer system asset management including the City's existing GIS and CityWorks program. However, based on discussions with City staff, there is currently only one (1) GIS Technician available for all City departments and CityWorks is only used to track resident complaints.

It is recommended that the City investigate and identify the appropriate methods and/or computer software that will best serve the City for managing its sewer system assets. Features the City should consider in a software program include, but are not limited to, the following:

- Accommodate a comprehensive inventory of sewer assets
- Allow for documentation of inspections and maintenance activities
- Allow for assignment and schedule of future tasks
- Allow for tracking labor, equipment, materials, and resources
- Allow for integration of GIS/mapping, modeling data, and CCTV inspection data
- Ability to access data in the office and in the field
- Allow for interactive mapping

- Allow for integration with work order system
- Ability to tailor and generate reports

TRAINING

Per the General Order, the trainings should include:

- The requirements of this General Order
- The City's Spill Emergency Response Plan procedures and practice drills
- Skilled estimation of spill volume for field operators, and
- Electronic CIWQS reporting procedures for staff submitting data.

Per the City's SSMP and information provided by City staff, training for field operations personnel includes "on-the-job" training for the following:

- Safety
- Lockout-Tagout (annual)
- Confined Space Entry (annual)
- Traffic Control
- Driver Safety
- Spill Emergency Response Plan (annual)
- Spill Volume Estimation
- NASSCO
- Defensive Driving
- CCTV with CUES
- Hazwoper
- Blood Borne Pathogens
- CPR
- AED

The City supplements in-house training with California Water Environment Association's (CWEA) and Occupational Safety and Health Administration (OSHA) training. The City's training logs are in hard copy format and maintained in files.

An electronic system to document training and related activities will benefit the City with tracking and reporting and managing the appropriate training is provided to crews responsible for maintaining the City's wastewater collection system. It is recommended the investigate and identify the appropriate methods and/or computer software that will best serve the City for managing its training program. At a minimum, it is recommended the following information be tracked:

- Training Topic
- Date of Training
- Trainer Name
- List of Attendees

Additionally, the Order requires that contractors also be trained in these topics and it is therefore recommended that prior to award of a contract impacting the City's wastewater collection system, the contractor confirm their understanding of the City's Spill Emergency Response Plan procedures. This may be accomplished by the City requiring that design plans include approved language in the General Notes or prior to issuing a permit.

Equipment Inventory

The SSMP notes that City maintains a comprehensive inventory of equipment and materials necessary to properly perform the operations and maintenance activities required for maintenance of the wastewater collection system and that equipment is regularly checked, adjusted or replaced as scheduled. A list of the City's current equipment and spare parts in included in Appendix K of the SSMP. This same spare parts list is included as Table 4-3 of the 2021 audit. However, the inventory list does not distinguish between critical replacement and parts. An inventory of parts and equipment is included in Attachment C.

SUMMARY OF RECOMMENDATIONS

The following revisions / updates are recommended to be developed and incorporated into the SSMP:

Preventive Operation and Maintenance Activities

- Update the sewer system map to include the sewer lift stations, drop manholes, force mains, valves, and all storm water conveyance facilities.
- Include measures for providing State and Regional Water Board staff access to the collection system map(s).
- Include / update target metrics (cleaning, inspections)
- Review the CCTV inspection data collected in 2020-2021 to determine if additional sewer reaches should be added to or removed from the HFML list.
- Update description of maintenance activities for lift station(s) including:
  - Components
  - Frequency
  - Documentation
- Include description of system cleaning activities including:
  - Approximate LF cleaned since 2021 (daily, quarterly, etc.,)
  - Pipelines – documentation process
  - Manholes – frequency – documentation process
- Update description / list of locations where higher frequency maintenance / cleaning is performed (documented problem locations)
  - Include Frequency - Bi-weekly, monthly, quarterly, semi-annually, annually
- Include description of inspection and assessment activities
  - Approximate LF CCTV'd (daily, quarterly, etc.,)
  - Pipelines – frequency – documentation – assessment process
  - Manholes – frequency – documentation – assessment process
- Update the list of locations and frequency of Vermin and Rodent Control
- Update the list of locations and frequency of Root Control Program
- Determine of HFML cleaning efforts should be revised to meet the monthly goal or if monthly targets should be adjusted and adjust each accordingly
- Updated the list of facility inventory

- The City investigate and identify a software program that will assist staff with managing the operation and maintenance of its sewer system assets.
- The City investigate and identify a software program for scheduling of maintenance activities.

Rehabilitation and Replacement Program

- Identify projects listed in Table 2 have been completed and document.
- Review the CCTV inspection data collected in 2020-2021 to identify and prioritize the necessary system improvements.
- Identify projects listed in Table 2 (not completed) and identified in the 2022 Master Plan as requiring improvements and reprioritize.
- If needed, the follow-up CCTV inspection schedule should be updated as well. As structural deficiency mitigation projects are implemented, their condition and follow-up CCTV inspection schedule should be reclassified.

Training

The City's training program will be revised / updated to include a list of the type of training provided, procedures for documenting the trainings conducted, and attendance. At a minimum, trainings in the following areas are recommended to be developed and a description for each be included in the SSMP:

- Purpose and requirements of this General Order
- Fats, Oil, and Grease Collection
- The Spill Emergency Response Plan procedures and practice drills
- Skilled estimation of spill volume for field operators
- Electronic CIWQS reporting procedures for staff submitting data
- Importance of following all safety policies and procedures
- Procedures for tracking and documenting all job-related information
- Hands-on field demonstrations to ensure preparedness of personnel, test equipment, response time, training effectiveness, resources, and staff capabilities

Equipment Inventory

- Update the list of equipment / materials that are kept on hand including critical equipment and spare parts.
- Update the contact information of vendors and suppliers included in the appendix, as necessary.
- Include information about contracts in place for contractors to respond in the event of an emergency.

Audit of Element 5 – Design and Performance Provisions

The Order requires the SSMP include the design and performance provisions or include by reference the documentation that specifies the approved design criteria, construction standards, and specifications used to assure adequate construction, installation, repair, and rehabilitation of existing and proposed system infrastructure components, including but not limited to pipelines, pump stations, and other system appurtenances. Additionally, evaluation criteria to address the necessary hydraulic capacity must be included.

AUDIT BENCHMARK: Review the SSMP for compliance with the State Order demonstrating adequate evaluation, design and performance provisions.

FINDINGS

The 2016 SSMP and the City BMC includes adoption of and reference to its current City *Design Standards for Sewer Facilities*, which is available on the City's website. The City's website also refers to the latest edition of APWA (Standard Plans for Public Works Construction - SPPWC) or Caltrans Standard Plans for details not shown. Additionally, Section 13.00.170 of the BMC specifies that for construction specifications and details not included in the Cit's Standards, the following reference standards may be applied at the discretion of the City Engineer:

- The California Plumbing Code
- The Uniform Plumbing Code
- The Standard Specifications for Public Works Construction (Greenbook) and/or
- The Standard Plans for Public Works Construction (Greenbook).

Included in the above are general provisions, technical specifications, and standard details associated with sanitary sewer improvements. Additionally, the standards include procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances and for rehabilitation and repair projects meeting the requirements of the State Order. The Standard Plans include detailed drawings for the following:

Sewer Lateral
Sewer Cleanout
Manhole
Drop Manhole
Manhole Frame
Manhole Shaft
Concrete Base
PVC Manhole Liner
PVC T-Lock Liner
PVC Liner with Gas Flap
Grease Interceptor
Concrete Slope Anchors
Wye Connection
Concrete Easement
Manhole Connection
Pipe Bedding
Steel Casing

Standards for design and construction of sewer facilities are included in the Sewer Standard Plans and Specifications document. Topics covered in this document include, but are not limited to, the following:

Minimum Size	Sewer Pipe Material
Minimum Slope	Manhole Design Requirements
Maximum Slope	Clean-Outs
Design Flow	Separation Requirements between Utilities
Standard Location and Alignment	House Laterals
Easements	Private Sewer Laterals
Horizontal Curves	Sewer Pump Station Design Requirements
Stationing Procedures	Inspection and Testing of Gravity Sewer
Minimum Depth	

Updated Design Criteria and Construction Standards and Specifications

The City completed the update of its Master Plan in November 2021 which included an update of the hydraulic model and capacity analysis. Performance Evaluation and Design Criteria was developed and used to evaluate the hydraulic capacity of the sewer system. The previous audit included recommendations to revise the City's existing Sewer Design Standard Plans and Specifications based on the Master Plan findings to establish consistency between criteria included in both documents. The following updates were recommended to the Sewer Design Standard Plans and Specifications document:

- Item 3: Size – Gravity Sewer

  Remove the following text, "*The City of Brea may accept 6-inch diameter sewer lines if they must be used to provide adequate velocity*."
- Item 4: Minimum and Maximum Slope

  Remove the following text, "*The minimum slope on a 6-inch sewer shall be 1% where the tributary area consists of less than 20 dwelling units (DU) or its flow equivalent*."
- Item 5: Design Flow Criteria

  Revise the Peak Dry Weather Flow (PDWF) peaking equation to match the Sewer Master Plan which uses flow units in mgd

  PDWF = 1.777 x ADWF0.92

  ADWF = Average Dry Weather Flow (mgd)

  PDWF = Peak Dry Weather Flow (mgd)
- Item 5: Design Flow Criteria

  Revise the Peak Wet Weather Flow (PWWF) peaking equation to match the Sewer Master Plan which uses the following:

  PWWF = 1.25 x PDWF
- Item 17.12.A.2.a: Sewer Pump Station - Suction Pipe

  Update maximum velocity from 6 ft/s to 5 ft/s, which is consistent with the Sewer Master Plan forcemain criteria.
- Item 17.12.A.3.a: Sewer Pump Station - Discharge Pipe

  Update maximum velocity from 6 ft/s to 5 ft/s, which is consistent with the Sewer Master Plan forcemain criteria.

PROCEDURES AND STANDARDS

The Order also requires that procedures and standards for the inspection and testing of newly constructed, newly installed, repaired, and rehabilitated system pipelines, pumps, and other equipment and appurtenances be established.

The City requires new sewers be inspected using CCTV technology and that "As-Built" plans are prepared and submitted before sewer improvement projects are accepted. Inspection services are conducted by City staff or contractors for new sewers and sewer rehabilitation projects. Criteria included in the Standard Specifications for Public Works Construction and the Standard Plans for Public Works Construction (Greenbook) are implemented. The Greenbook and the City's Standards include inspection and testing procedures for the following:

- CCTV Inspection (Greenbook 306-7.8.2.1)
- Water Exfiltration Testing (Greenbook 306-7.8.2.2)
- Water Infiltration Testing (Greenbook 306-7.8.2.3)
- Air Pressure Test (Greenbook 306-7.8.2.4)
- Leakage Test for Corrugated Metal Pipeline (Greenbook 306-1.4.5)

SUMMARY OF RECOMMENDATIONS

The following revisions / updates are recommended to be developed and incorporated into the SSMP:

- Acceptable rehabilitation options and approved materials for pipeline for repairs and rehabilitation using various lining methods
- The City should review the proposed recommendations included in the previous audit and the Master Plan to determine how to proceed. The following updates were recommended to the Sewer Design Standard Plans and Specifications document:
  - Item 3: Size – Gravity Sewer
    - Remove the following text, "*The City of Brea may accept 6-inch diameter sewer lines if they must be used to provide adequate velocity*."
  - Item 4: Minimum and Maximum Slope
    - Remove the following text, "*The minimum slope on a 6-inch sewer shall be 1% where the tributary area consists of less than 20 dwelling units (DU) or its flow equivalent*."
  - Item 5: Design Flow Criteria
    - Revise the Peak Dry Weather Flow (PDWF) peaking equation to match the Sewer Master Plan which uses flow units in mgd:
      - PDWF = 1.777 x ADWF0.92
      - ADWF = Average Dry Weather Flow (mgd)
      - PDWF = Peak Dry Weather Flow (mgd)
  - Item 5: Design Flow Criteria
    - Revise the Peak Wet Weather Flow (PWWF) peaking equation to match the Sewer Master Plan which uses the following:
      - PWWF = 1.25 x PDWF

- Item 17.12.A.2.a: Sewer Pump Station - Suction Pipe
  - Update maximum velocity from 6 ft/s to 5 ft/s, which is consistent with the Sewer Master Plan forcemain criteria.
- Item 17.12.A.3.a: Sewer Pump Station - Discharge Pipe
  - Update maximum velocity from 6 ft/s to 5 ft/s, which is consistent with the Sewer Master Plan forcemain criteria.

Audit of Element 6 – Spill Emergency Response Plan

The Order requires the SSMP include a current Spill Emergency Response Plan (SERP) that documents measures implemented to protect public health and the environment and ensure prompt detection and response to spills, to reduce spill volumes, and collect information for prevention of future spills. The SERP must include procedures to:

- *Notify primary responders, appropriate local officials, and appropriate regulatory agencies of a spill in a timely manner;*
- *Notify other potentially affected entities (for example, health agencies, water suppliers, etc.) of spills that potentially affect public health or reach waters of the State;*
- *Comply with the notification, monitoring and reporting requirements of this General Order, State law and regulations, and applicable Regional Water Board Orders;*
- *Ensure that appropriate staff and contractors implement the Spill Emergency Response Plan and are appropriately trained;*
- *Address emergency system operations, traffic control and other necessary response activities;*
- *Contain a spill and prevent/minimize discharge to waters of the State or any drainage conveyance system;*
- *Minimize and remediate public health impacts and adverse impacts on beneficial uses of waters of the State;*
- *Remove sewage from the drainage conveyance system;*
- *Clean the spill area and drainage conveyance system in a manner that does not inadvertently impact beneficial uses in the receiving waters;*
- *Implement technologies, practices, equipment, and interagency coordination to expedite spill containment and recovery;*
- *Implement pre-planned coordination and collaboration with storm drain agencies and other utility agencies/departments prior, during, and after a spill event;*
- *Conduct post-spill assessments of spill response activities;*
- *Document and report spill events as required in this General Order; and*
- *Annually, review and assess effectiveness of the Spill Emergency Response Plan, and update the Plan as needed.*

AUDIT BENCHMARK: Review the SERP for compliance with the State Order demonstrating the City has proper procedures in place to respond to sewer overflows including employee response and notifications to the public, affected entities, and other governmental/regulatory bodies as necessary.

FINDINGS

Sewer Overflow Emergency Response Plan is included in Chapter 6 of the City's 2016 Sewer System Management Plan (SSMP). This section includes a description of the following:

- Incoming Calls and Response
- Regulatory Agencies Notification and Timeframe
- Sewer Overflow Equipment
- Outside Support to City
- Monitoring
- Reporting
- Public Education
- Sewer Lift Station Alarms

The City updated its SERP in June 2024 in compliance with the Order requirements. As noted in the SERP, the purpose SERP is primarily to document spill response procedures and assist City staff in achieving the following:

- Efficient response to reported spills and dispatch of appropriate crews and equipment in a timely manner
- Notification of all appropriate agencies of reported spills in a timely manner
- Containment of sewer spills so they do not reach a surface water
- Elimination of the cause of a sewer spill
- Protection of public and private property
- Sufficient cleanup of the impacted spill area
- Documentation of all spills and response activities
- Ensure appropriate staff is knowledgeable of the SERP procedures and appropriately trained
- Preparation of reports for submittal to regulatory agencies and other interested parties
- Compliance with SWRCB Order No. WQ-2022-0103-DWQ

The SERP includes the formal procedures for City staff to contain, correct, and clean up spills and is intended to provide the City with a document that includes components necessary for minimizing the effects of spills on the environment while protecting the public's health and safety.

The SERP includes a strategy for the O&M staff to mobilize labor, material, tools, and equipment to contain, mitigate, and clean-up residuals from a spill and correct or repair any condition which may cause or contribute to a spill. The document provides guidelines for City staff to respond to a spill event and contains the following elements:

- Initial Response Procedures
- Notification Procedures
- Spill Response Procedures
- Monitoring and Reporting Procedures
- Training and Evaluation

The following subsections include a summary of the applicable procedures included in the SERP. Further detailed descriptions of the policies and procedures as they pertain to responding to SSOs are included in the SERP document.

NOTIFICATION PROCEDURES

The SERP includes procedures for notification of a spill to primary responders, appropriate local officials, and appropriate regulatory agencies and potentially affected entities. Calls or complaints of possible or actual sewer spills may be received via telephone calls. All telephone calls are routed directly to City personnel from either the City's Public Works Department or the Police and/or Fire Dispatch Center if the notification is received during non-business hours. The on-call personnel will respond to the notification or secure the appropriate back-up for response.

Notifications: The volume, impact, and location of spill determine the level of notification required to comply with regulatory requirements. Chapter 4 of the SERP includes the notification procedures including primary responders, regulatory and local agencies and officials, and potentially affected entities based on the type of spill. Also included is the information to be reported, including but not limited to, the volume of the spill, the origination and end point of the spill, and/or the category of the spill as defined by in the Order.

Chapter 3, Initial Response Procedures, includes the contact information for key City personnel that may be contacted in the event of a possible or actual SSO.

City personnel is responsible for responding to a possible or actual spill reported at any of the three (3) lift stations. Should an alarm be triggered at any of the lift stations, an automatic dialer will transmit the alarm conditions to the Water Distribution Superintendent, Water Distribution Supervisor or Maintenance Service Worker depending on the type of alarm. As field crews verify a spill has occurred, the Water Distribution Superintendent will be notified and in responsible for contacting and/or delegating a designee to contact all regulatory agencies, as required.

Chapter 4 also includes a description of the four (4) potential spill categories. Section 4-1 includes a description of each type of spill category, Section 4-2, Notification to Regulatory Agencies, includes a thorough summary of the agencies to be notified, the contact information, circumstances under which each agency should be notified, and the spill information to be reported. Table 4-2, from the SERP and presented below, includes a summary of required notifications that will be made based on the category designation of the SSO. Appendix B-3, Spill Notification and Reporting Requirements, includes a summary of the requirements noted in Section 3.1 of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of the General Order.

Table 4-2
Notification Requirements

Spill Category	Notify	Conditions
Category 1 Spill	OES	Total Spill Volume >=1,000 gallons even if the spill is partially contained or recovered
	OCHCA	All
	OCFCD	All
Category 2 Spill	OES	Spill Reaches Waters of the State (Groundwater) even if the spill is partially contained or recovered
	OCHCA	All
	OCFCD	Spill Enters a Storm Drain
Category 3 Spill	OCHCA	All
	OCFCD	Spill Enters a Storm Drain
Category 4 Spill	OCHCA	All
	OCFCD	Spill Enters a Storm Drain
City Owned Lateral Spill	OCHCA	All
	OCFCD	Spill Enters a Storm Drain
Private System or Private Lateral Spill	OCHCA	All
	OCFCD	Spill Enters a Storm Drain

OES = Office of Emergency Services
OCHCA = Orange County Health Care Agency
OCFCD = Orange County Flood Control District

Section 4-3, Private Property Owners, includes a summary of the City's procedures for addressing private spills and specifically notes that OCHCA will be informed of all private spills.

Sections 4-3 through 4-11 includes a description of entities to be notified for various needs, the agency to contact and the contact information. The sections include information pertaining to the following:

- On-Call Contractors
- Orange County fire authority
- Southern California Edison
- Nearby Sewer Agencies
- Laboratories
- Traffic Control
- Public Advisory
- Medial Notification

Included in Section 4-12, Resource Phone List, is a comprehensive list of resources and the corresponding contact information.

EMERGENCY PROCEDURES AND RESPONSE ACTIVITIES

The City's SERP includes response procedures including overflow containment, correction, and clean-up measures for spills. Actions to be performed by City staff and additional crews for public spills are outlined and described. Section 5, Spill Response Procedures, of the SERP includes detailed procedures including the following:

- Preliminary Assessment
- Traffic and Crowd Control
- Containment Procedures
  - Public Right of Way
  - Drainage Conveyance Systems
  - OCFCD Facilities / Surface Waters
  - Private Sewer System or Laterals
  - Wet Weather Conditions
- Correction Procedures
  - Gravity Sewers
  - Lift Station Corrections
- Clean up Procedures
  - Public Right-of-Ways
  - Drainage Conveyance System
  - OCFCD Facilities / Surface Waters
  - Private Property

These procedures are also summarized in Figure 2-2, Spill Emergency Response Flowchart, of the SERP. Included in Appendix B-1 is a simplified version of the process illustrated in Figure 2-2.

TRAINING

Section 7 of the SERP includes the procedures to ensure the appropriate staff and contractors are properly trained on the procedures included in the SERP. Specifically noted is that the training of field crews includes office and field training on an annual basis.

Office Training includes complete review of the following documents and/or procedures:

- Review of the correct procedures for receiving calls
- Recording the information on the Spill Initial Receipt Form (Appendix B-2)
- Notification of the field crew
- The SERP plan document review
- The SERP flowchart (Appendix B-1)
- Regulatory agency notification and reporting requirements (Appendix B-3)
- Filling out the Spill Report (Appendix B-5)
- Sewers, Drainage Conveyance Systems, and Surface Waters Maps (Appendix A)
- Spill volume calculation methodologies (Appendix C-1 and C-2)
- Post-Spill Response evaluation procedures

Field Training is conducted by the Water Distribution Superintendent. The following training topics are reviewed annually:

- Safety Procedures
- Operation of the City's combination / vactor trucks
- Field spill volume estimation, with training simulations
- Review of all available equipment on the combination / vactor trucks
- Review of all spare parts available at the City yard

- Containment and clean up procedures
- Gravity sewer correction procedures
- Sewer lift station and forcemain correction procedures

The Water Distribution Superintendent is responsible for maintaining records of all SERP related training. Sign-in sheets include the training topic, date, time, and list of all attendees. The City is working towards developing an electronic system to encompass sign-in sheets, agendas, handout material, quizzes, and all other materials associated with the training program.

Intra Agency Coordination

The City is a member agency of Water Emergency Response Organization of Orange County (WEROC), which supports and manages countywide emergency preparedness, planning, response, and recovery efforts for water and wastewater agencies in Orange County. In the event of a spill, WEROC member agencies, and other nearby agencies can be contacted if additional combination trucks, equipment, and/or work power are needed for spill containment and recovery.

Neighboring Agencies

Should sewer spills originate from the sewer system from an adjoining agency, the City's procedures include immediate notification of the responsible agency, implementing containment procedures, and providing assistance should the spill pose a threat to the public health, waters of the State, public property, and/or private property. City field crew will remain at the spill site until the responsible agency arrives to assume responsibility of the spill. The SERP includes contact information for the nearby agencies in Table 4-4, Nearby Sewer Agencies, in the SERP.

Monitoring and Reporting Procedures

Chapter 6 of the SERP includes the processes and procedures for notification, monitoring, reporting and record keeping per the requirements detailed in Attachment E1 of the Order WQ 2022-0103-DWQ and summarized in Appendix B-6.

Section 6-3, Reporting Procedures, includes a summary of the procedures to be implemented and reporting to be completed for each possible spill category. Also included are the responsibilities of the LRO and Data Submitters, including the certification of spill reports on CIWQS. A comprehensive Spill Report template is included in Appendix B-5 of the SERP.

Spill Emergency Response Plan Evaluation

In Section 7-3, Spill Emergency Response Plan Evaluation, of the SERP, it is documented that the City conducts routine evaluations of its response procedures to ensure they are effective. Key performance indictors (KPI) reviewed include the following:

- Number of spills
- Percentage of recovered volume versus total spill volume
- Verification that the notification procedures were followed for each spill event
- Verification that the response procedures were followed for each spill event
- Verification that reporting to regulatory agencies were conducted correctly for each spill event
- Verification that training was conducted as scheduled

Additionally noted is that the response procedures will be evaluated annually using the Spill Response Evaluation Form included Appendix F-1. Also to be evaluated annually is the effectiveness of the SERP and the findings will be documented using the SERP Document Annual Evaluation Form included in Appendix F-2. Required adjustments to the SERP procedures and report will be tracked in the Change Log, included at the beginning of the SERP.

Audit of Element 7 – Sewer Pipe Blockage Control Program

The Order requires the SSMP include procedures for the evaluation of the City's service area to determine whether a sewer pipe blockage control program is needed to control fats, oils, grease, rags and debris that is discharged into the City's sanitary sewer system. The procedures must include, at minimum:

- *An implementation plan and schedule for a public education and outreach program that promotes proper disposal of pipe-blocking substances;*
- *A plan and schedule for the disposal of pipe-blocking substances generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of substances generated within a sanitary sewer system service area;*
- *The legal authority to prohibit discharges to the system and identify measures to prevent spills and blockages;*
- *Requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, best management practices requirements, recordkeeping and reporting requirements;*
- *Authority to inspect grease producing facilities, enforcement authorities, and whether the Enrollee has sufficient staff to inspect and enforce the fats, oils, and grease ordinance;*
- *An identification of sanitary sewer system sections subject to fats, oils, and grease blockages and establishment of a cleaning schedule for each section; and*
- *Implementation of source control measures for all sources of fats, oils, and grease reaching the sanitary sewer system for each section identified above.*

AUDIT BENCHMARK: Review the SSMP for compliance with the Order demonstrating the existence of a Sewer Pipe Blockage Control Program that includes public education, regulations to control the discharge of FOG, and authority to inspect and intercede if necessary. Demonstrate adequate legal authority for the City to operate, regulate, and control discharges within the City's sanitary sewer service area.

FINDINGS

The City implements preventive maintenance activities to maximize beneficial public use of the City's sanitary sewer system while preventing blockages of the sewer lines and reducing the adverse effects on sewage treatment operations resulting from discharges of fats, oils, grease, rags and debris into the system. The City's compliance with the requirements are as follows:

- Performs public education and outreach activities specific to the disposal of FOG to its wastewater collection system
- Includes Title 13, Chapter 13, Article V, Fats, Oils, and Grease Disposal, in its municipal code
- Requires grease interceptors for all FSEs unless a variance or waiver has been issued to allow alternative measures to control FOG

- Implements the FSE Inspection Program for grease control devices and BMPs
- Identifies and manages locations in the wastewater collection system requiring increased maintenance efforts due to sewer hotspots, including those due to FOG
- Conducts increased cleaning frequency of locations identified as experiencing high FOG

The City's pipe blockage control program and procedures includes the following in compliance with the Order:

Implementation Plan and Schedule for a Public Education and Outreach Program

The preventive maintenance program includes elements of public education and outreach, facility inspections, and the legal authority of enforcement. The City's public education and outreach activities includes, but is not limited to:

- Providing pamphlets and educational material to food service establishments (FSE) for proper FOG management and disposal.
- Providing a public service announcement DVD for kitchen best management practices (BMPs) to FSEs during the grease interceptor inspections
- Hosting community events to educate public on sewer management.
- Performing outreach at local schools.
- Distribution of mailouts with City newsletter
- Running educational media ads
- Performing joint outreach with the Storm Water Outreach Program.

While the City website and BMC contains information regarding pipe blocking substances, the information is not easily located. A direct link to the information would make this information more readily available and easier and quicker to reference. The links should also be included in the City's SSMP document.

Legal Authority to Prohibit Discharges and Identify Measures to Prevent Spills and Blockages

The City is required to prevent discharges of illicit and undesirable substances from entering the wastewater collection system. Illicit discharges include, but are not limited to, the release of I/I, storm water, chemical dumping, unauthorized debris and constituents, roots; fats, oils, and grease; and trash, including rags and other debris that may cause blockages. The City's legal authority to prohibit and prevent unauthorized discharge of illicit substances to the wastewater collection system are addressed in the BMC. The City's legal authority within its municipal code serves to prevent, require, ensure, limit, and enforce specific control of discharges.

The City's legal authority to prohibit discharges and identify measures to prevent SSOs and blockages is documented located in BMC Title 13, Chapter 13, Article VI (Legal Authority and Penalties). The City Manager is charged with the legal authority and duty of enforcing the provisions in BMC Title 13, Chapter 13. The City also has the legal authority to obtain remedies for noncompliance and implement procedures to prevent discharge of pollutants that may endanger the health or welfare of persons or the environment or cause interference with the operation of any treatment plant.

Chapter 13 of the BMC includes a general description of the various types of substances restricted by the from being directly or indirectly discharged into the collection system and provides the authority to regulate the specific type of substances permitted to be discharged into its wastewater collection system.

Documented in Section 13.00.230, Industrial Wastewater, is the Orange County Sanitation District (OCSD) authority to regulate all industrial wastewater discharges to the public sewer system and that OCSD issues the permits for discharge of industrial waste. The section also grants the City's participation as an integral part of the process for regulating the type of waste discharged into the City's wastewater system.

Plan and Schedule for the Disposal of Pipe-Blocking Substances generated

BMC Title 13, Chapter 13, Article V, §13.00.543 (Grease Control Device Operation and Maintenance Requirements) provides grease control device operation and maintenance and record keeping requirements. The primary requirements include the following:

- Grease interceptors and other grease control devices must be cleaned, maintained, and have FOG removed and disposed of in a proper manner at regular intervals and in accordance with the FOG Control Manual.
- No FOG shall pass into any sewer lateral.
- FOG removed from grease interceptors shall be waste hauled on a regular basis and disposed of in a proper manner.

Requirements for Grease Removal Devices, Design Standards, Maintenance Requirements, BMPs, Recordkeeping and Reporting Requirements

Title 13, Chapter 13, Article V, §13.00.540 (FOG Pretreatment and Grease Control Device Required) provides grease control device installation requirements. The primary requirements are as follows:

- Food facilities are required to install, operate and maintain an approved and adequately sized grease interceptor
- Fixtures that are expected to convey FOG will be connected to the grease interceptor. Dishwashers and other fixtures that use emulsifying agents shall be connected to the sewer system directly.
- Grease interceptors shall be used in all new FSEs where necessary to install a grease control device and shall have a minimum capacity of 750 gallons
- Grease interceptors are to be sized in accordance with the Uniform Plumbing Code.

Title 13, Chapter 13, Article V, §13.00.543 (Grease Control Device Operation and Maintenance Requirements) provides grease control device operation and maintenance and record keeping requirements. The primary requirements are include:

- FSEs are required to be maintained in a manner consistent with a maintenance plan approved by the City Manager
- Grease interceptors and other grease control devices must be cleaned, maintained, and have FOG removed and disposed of in a proper manner at regular intervals and in accordance with the FOG Control Manual
- No FOG shall pass into any sewer lateral
- FOG removed from grease interceptors shall be waste hauled on a regular basis and disposed of in a proper manner.

- FSE owner and/or operator with an approved grease control device must keep all manifests, receipts and invoices of all cleaning, maintenance, grease removal of/from the grease control device, disposal carrier and disposal site locations for a minimum of two (2) years and make all documents available to any authorized inspector.
- FSE owner and/or operator must allow authorized inspectors entry and access to FSE premises during normal business hours, for purposes of inspecting the grease control devices, reviewing the manifests, receipts and invoices relating to cleaning, maintenance and inspection of the grease control devices.

Title 13, Chapter 13, Article V, §13.00.542 (Best Management Practices Required) provides best management requirements in relation to FOG. The primary requirements are as follows:

- FSEs are required to implement BMPs in their operations to minimize the discharge of FOG to the sewer system
- FSEs must implement and demonstrate compliance with BMPs per the City's FOG Control Manual.
- Periodic reporting of the status of the implementation of BMPs shall be submitted to the City Manager in accordance with the FOG control program and the FOG Control Manual.

AUTHORITY TO INSPECT GREASE PRODUCING FACILITIES, ENFORCEMENT AUTHORITIES, ENFORCEMENT OF FOG ORDINANCE

Title 13, Chapter 13, Article V, §13.00.560 (Inspection and Sampling Conditions) and §13.00.561 (Right of Entry) provides the City the necessary authority to inspect or order samples at all FSEs with a grease control device. Included in the facility inspections is the right to request and view disposal records and physical inspection of on-site grease traps and interceptors. The FSEs must provide access to the FSE premises, grease control devices, manifests, receipts, and invoices.

IDENTIFICATION OF SANITARY SEWER SYSTEM SUBJECT TO FOG BLOCKAGES AND CLEANING SCHEDULE

The City's SSMP states that the City cleans locations that have been identified to require a higher frequency of cleaning, on a monthly basis using hydro jetting and rodding. Included in Attachment D is the list the City maintains of the locations which require an increased cleaning frequency. The areas include locations known to have persistent FOG accumulation. The City has trained environmental specialists that conduct the annual FSE inspections. FSE inspections conducted since 2020 are included in Attachment D. It is recommended that an updated list of the high frequency maintenance location be included in the SSMP.

IMPLEMENTATION OF SOURCE CONTROL MEASURES

The City has complied with this requirement by:

- Conducting public education and outreach programs as part of the FSE Inspection Program
- City has legal authority to prohibit and prevent unauthorized discharge of illicit substances to the wastewater collection system.
- The City's legal authority within its municipal code serves to prevent, require, ensure, limit, and enforce specific control of discharges.
- Adopting BMC Title 13, Chapter 13, Article V, Fats, Oils, and Grease Disposal
- Requiring grease interceptors for all FSEs unless a variance or waiver has been issued to allow alternative measures to control FOG

- Inspecting FSE grease control devices and BMPs
- Identifying sewer hotspots, including those due to FOG
- Providing frequent cleaning of sewer hot spots related to FOG

SUMMARY OF RECOMMENDATIONS

The following revisions / updates are recommended to be developed and incorporated into the SSMP:

- Updated the website to allow the public to more easily and directly access sewer related educational material including proper FOG disposal.
- Include links to the FOG related documents on the City's website in the SSMP document.
- Update the SSMP to specifically address where FSEs are allowed to dispose of the accumulated FOG.
- Update the SSMP to include a list of facilities where FOG may be disposed of (sewer treatment plants, landfills, etc.) and the corresponding address and contact information.
- Include the FSE inspection schedule goal in the SSMP.
- Confirm that FSE inspections that were postponed due to the COVID stay-at-home orders were completed and are back on schedule.
- Update its HFML list and corresponding GIS shapefile, annually at minimum.
- Adjust the cleaning frequency of the HFMLs and the corresponding frequency as necessary.

Audit of Element 8 – System Evaluation, Capacity Assurance and Capital Improvements

The General Order includes a requirement that the SSMP include procedures to assure capacity management measures that address the current and future capacity requirements of its collection system. Also required is that the City prepare and implement a capital improvement plan that will provide hydraulic capacity of key sanitary sewer system elements for dry weather peak flow conditions, as well as the appropriate design storm or wet weather event. At a minimum, the plan must include:

- *Routine evaluation and assessment of system conditions;*
- *Capacity assessment and design criteria;*
- *Prioritization of Corrective Action*
- *Capital Improvement Plan*

Included in the 2021 Master Plan Update is a summary of the established design criteria for peak dry and wet weather flows, projected population density, per capita sewage generation rates, pipe design criteria, and addressed infiltration. The evaluation included a review of dry weather peak flow conditions and identified areas of the system that required modification and/or expansion. The capital improvement projects identified were identified as required to correct system deficiencies under existing and build-out peak design flow conditions. Recommendations for assessing current and future capacity requirements and a proposed schedule to complete the modifications were also included.

AUDIT BENCHMARK: Review the SSMP for compliance with the Order, demonstrating adequate system capacity and systematic evaluation of the system assets are as well as detect any hydraulic deficiencies.

FINDINGS

The following subsections include a summary of the modeled system, flow estimates, and evaluation criteria used for the City's sewer system capacity evaluation to address the components required by the General Order.

Routine Evaluation and Assessment of System Conditions

The City performs routine inspections of its collection systems facilities including, manholes, and lift stations. Using Closed-Circuit Television (CCTV), pipeline inspections are conducted to document observed defects in the sewer gravity mains. Known maintenance problem areas in the collection system are logged and categorized into a cleaning frequency schedule which may be bi-weekly, monthly, quarterly, semi-annually, and annually. Noted defects are logged and prioritized for improvement.

The process of developing the City's current 2021 Master Plan Update included inspecting approximately 81 percent of the City's sanitary sewer system between 2020-2021. This included cleaning and televising 574,444 feet (approximately 109 miles) of sewer pipelines. The remaining 19 percent was not inspected due to inaccessibility or due to the recent construction dates. The CCTV data was to be evaluated and projects identified and prioritized.

The City of Brea (City) owns and operates Siphon S-1 and S-2. Siphon S-1 is a single barrel 10-inch siphon that crosses Brea Creek Channel, which is owned and operated by the Orange County Flood Control District (OCFCD) from the east to the west. During the January 26, 2021 facility site visit, the City did not have any capacity, operation or maintenance concerns for this siphon. The S-1 Siphon is cleaned on a monthly basis.

Siphon S-2 is a single barrel 15-inch siphon that crosses Brea Creek Channel from the west to the east. It is located south of Imperial Highway and east of the Arovista Park baseball fields. This siphon and its upstream and downstream sewers have been reconstructed over time. The City retains the services of a contractor on a quarterly to vacuum out the debris from the upstream sewers and manholes. Recently, a temporary bypass system was installed to allow for the cleaning, inspection, and condition assessment of the siphon. Structural defects were not observed or noted. The S-1 Siphon is cleaned on a quarterly basis.

The hydraulic analysis revealed that the 15-inch barrel is sufficiently sized for existing and near-term future conditions without estimated Sphere of Influence (SOI) loads as long as the siphon is clear of debris. Therefore, the City must continue to periodically flush the siphon. At the time the master plan was being updated, exact details of the development of the SOI were unknown, and therefore evaluation of the capacity of the siphon a later date was recommended.

Capacity Assessment and Design Criteria

The General Order requires the SSMP include procedures to identify system components that are experiencing or contributing to spills caused by hydraulic deficiencies and/or limited capacity, including procedures to identify the appropriate hydraulic capacity of key system elements for:

- Dry-weather peak flow conditions that cause or contributes to spill events;
- The appropriate design storm(s) or wet weather events that causes or contributes to spill events;
- The capacity of key system components; and
- Identify the major sources that contribute to the peak flows associated with sewer spills.

Included in the City's SSMP is the City's approach to ensuring sufficient capacity is available to accommodate the required existing and project wastewater flow. Included in Appendix G is a description the methodology applied for performing the capacity analysis. With the most recent update to the Master Plan, the SSMP and appendix should be updated to capture more current data and findings of the analysis.

With the completion of the Sewer Master Plan update, the City's sewer system model was updated, revisions were made to the performance evaluation criteria, capacity deficiencies were identified, recommendations for improvements were documented, and a capital improvement program with cost estimates was developed.

Capacity Assessment

The updated model includes the system pipes but excluded laterals and private sewer mains. Pipe features including diameters, lengths, slopes, and roughness coefficients were entered into the model. Sewer average loads were developed based on water billing data and sewer return ratios. The sewer return ratios for each land use type were developed to adjust the water use to equal the average sewage flows recorded at the flow monitoring sites.

Average dry weather flows were used to determines peak flows. Peak flows were calculated in the model using peaking factors developed from flow monitoring data. Output data for pipes included average and peak flow rate, velocity, pipe capacity, and ratio of flow depth to pipe diameter (d/D). The peaking formula used

was as follows: PDWF = .777 x ADWF $^{0.92}$. Since the flow monitoring effort did not capture a wet weather event, the peak wet weather flow was estimated utilizing the following equation: PWWF = 1.25 x PDWF.

The analysis of the sewer collection system was based upon the calculated peak dry weather flows. Pipes that exceed the established criteria of Peak Dry Weather Flow d/D > 0.64 were considered hydraulically deficient. The analysis revealed that a total length of 749 feet of sewers was identified to be capacity deficient under existing conditions. This equates to 0.11 percent (749 / 708,750) of the total existing system length. This percentage was determined to be minimal, in part due to the City having completed several capital improvement projects since the previous Master Plan and a decrease in sewage generation due to water conservation efforts.

Additionally, 1,487 feet of sewers was identified as capacity deficient to accommodate near-term future developments. This equated to 0.21 percent (1,487 / 708,750) of the total existing system length. The near-term future capacity deficiencies were attributed to the increased sewer loads due to future planned developments. However, to accurately account for flows, it was recommended that project specific studies be performed using detailed development projections to identify the necessary sewer improvements to the existing system.

Also, an additional 19,985 feet of sewer pipe was identified as capacity deficient when the projected flows to account for growth within the sphere of influence (SOI). This equated to 2.82 percent (19,985 / 708,750) of the total existing system length. Similarly, it was recommended that as detailed development plans became available or when the City General Plan is updated, the future sewer loads and the impacts to the capacity of the downstream sewer system be re-evaluated and possibly verified with flow monitoring.

Capacity of the existing three (3) lift stations was determined to be sufficient to convey the PWWF for the existing and future conditions.

The system evaluation was performed to identify improvements necessary to adequately convey existing wastewater discharges and support future wastewater flows through build-out conditions. A summary of the average, peak dry weather and peak wet weather flow estimates used in the hydraulic analysis is included in the Master Plan. Additionally, included is a summary of the dry and wet weather capacity issues for the system and of improvement projects and planned sewer facilities to improve hydraulic capacity and provide increased system reliability.

DESIGN CRITERIA

The City's design criteria are documented in the Sewer Standard Plans and Specifications document and included in the 2021 Master Plan. The criteria include requirements for the collection system including minimum pipe size, minimum flow velocity, and depth of flow to pipe diameter ratio (d/D). For lift stations, the criteria include but is not limited to: the capacity and number of pumps, wet well and force main sizes, redundancy, and emergency power. A summary of sewer system performance evaluation criteria is included in Table ES-2 of the 2021 Master Plan and are for collection system, lift stations and inverted siphons.

The previous SSMP Audit notes that there are inconsistencies between the criteria documented in the City's Sewer Standard Plans and Specifications and the criteria used to develop the evaluate the sewer system capacity using the hydraulic model. The recommended updates are summarized in Section 5-2, Compliance, of the 2021 SSMP Audit document.

PRIORITIZATION OF CORRECTIVE ACTION

The City's CCTV inspection program includes assessing the condition of the pipelines and assigning a PACP grade / rating between 1 and 5, with 5 being the poorest condition. The assets rated as 5s are identified and prioritized as CIP projects. Generally, pipelines with a rating of 5 noted with structural issues include large cracks along the pipeline and/or at joints, severe sags, or other forms of degradation that reduces its capacity to efficiently convey flows. Pipes with a rating less than 5 are monitored and reassessed during routine inspections. The 2021 Master Plan includes a summary of the condition assessment findings which revealed that the highest percentage of pipelines rated at 4 and 5 included VCPs constructed prior to 1960. The CCTV data was to be reviewed for identification and prioritization of condition related projects. Included in Attachment E are lists of CIPP sewer lining repairs completed between 2021 and 2024.

Evaluation of the City's three (3) lift stations is scheduled and conducted on a routine basis. Routine maintenance matters are addressed by City crews. Capital improvements are prioritized and scheduled as necessary. The City is currently in design process for replacement of the Briarwood Lift Station.

Several gravity sewer improvement projects identified in the 2009 Sewer Master Plan were eliminated with the 2021 Master Plan due to the updating the hydraulic model. Projects were eliminated due to lower projected sewer loads that were verified from flow monitoring data and due to changes to the future sewer load estimates and connection points. Two (2) existing capacity deficiencies had not yet been addressed and are therefore recommended for improvement. Details of the recommended projects are shown in Table 8-2 of the 2021 Master Plan.

CAPITAL IMPROVEMENT PLAN

The City's 2021 Master Plan includes a comprehensive list of capacity and condition related CIP projects necessary to optimize the system hydraulics and correct deficiencies. Chapter 9, Capital Improvement Program, of the Master Plan includes a comprehensive list of sewer improvement projects identified based on the health and safety concerns of the system with the intent to minimize the possibility of sewer system overflows. The list of projects was developed based on conducting a hydraulic analysis of the gravity system, performing field visits of the pump stations and siphons, and conducting the inspection and condition assessment of over 80% of the City's gravity sewers.

The CIP projects are summarized in Table 9-1, Capital Improvement Program Projects, of the Master Plan and prioritized based on the design criteria, criticality, and the time frame they will be required based on growth projections at the time the Master Plan was completed. Also included are estimated costs to address the capacity and condition projects identified.

Also completed as part of the City's CIP are projects to address condition related deficiencies. These projects, which are primarily CIPP lining repairs, are packaged to address the higher priority projects, efficiently manage the City's funds, and minimize disruption to the residents. Included in Attachment E is the CIP projects completed between 2021 and 2024. A summary of the CIPP lining and other completed CIP is as follows:

CIP 7617 – Sewer Mainline Relining Project (annual project for the re-lining of sewer at various locations in the City).

- 8/21-8/22 = 979 LF relined
- 8/22-8/23 = 3,672 LF relined
- 8/23-8/24 = 2,602 LF relined
- 8/24-8/25 = 300 LF relined

CIP 7459, 7431, 7460, & 7628 – North Hills East and West Tract Improvement Project - Combined CIP project for paving, water, and sanitary sewer improvements in the NWC of the City. Completed in September 2021

- Removal and reconstruction of existing sanitary sewer = 532 LF

CIP 7454, 7466, & 7626 – South Brea Water/Sewer Improvement Project - Combined CIP project for paving water and sanitary sewer improvements in the SWC of the City. Completed in May of 2024

- Removal and reconstruction of existing sanitary sewer = 1,794 LF
- Construction of new sanitary sewer manhole = 7 manholes
- Removal and reconstruction of sanitary sewer manholes = 3 manholes

Sources of funding for the CIP projects are included in the City's Biennial Operating Budget adopted for 2023-2025 with $1M budgeted for FY 2024-25. The City recently completed and adopted new sewer rates which will be implemented in the near future. This will allow the City to prioritize the CIP developed as part of the 2021 Sewer Master Plan.

SUMMARY OF RECOMMENDATIONS

The following items are recommended to be developed and incorporated in the City's Operation and Maintenance Program:

- Update the SSMP to incorporate the findings of the analyses and results from the current 2021 Sewer Master Plan.
- Update the City's existing Sewer Design Standard Plans and Specifications such that there is consistency between criteria the standards and the City criteria developed as part of the 2021 Master Plan.
- Reevaluate the City's sewer budget to determine if there is sufficient funding for the CIP that was developed as part of the 2021 Sewer Master Plan.
- Identify and justify the amount (percentage) of the system for condition to be assessed each year;
    - Hold a high level of environmental consequences if vulnerable to collapse, failure, blockage, capacity issues, or other system deficiencies;
    - Which are located in or within the vicinity of surface waters, steep terrain, high groundwater elevations, and environmentally sensitive areas;

- Maintain documents and recordkeeping of system evaluation and condition assessment inspections and activities.
- Include a Prioritization and Corrective Action Section to the updated SSMP.
- Include discussion describing internal collaborative coordination between operation and maintenance staff and engineering staff/consultants during planning, design, and construction of capital improvement projects.

Audit of Element 9 – Monitoring, Measurement and Program Modifications

The Order requires the SSMP include an adaptive management section which is to include a description of the process to monitor and evaluate the effectiveness of the SSMP and the methods to continually improve the process based on the evaluation process. It requires the City document the planning and implementation of the SSMP elements and the regular review of the SSMP to assure the programs remain relevant and current. The SSMP must include the following:

- *Process to maintain relevant information, including audit findings, to establish and prioritize appropriate SSMP activities;*
- *Process to monitor the implementation and measure the effectiveness of each SSMP element;*
- *Process to assess the success of the preventive operation and maintenance activities;*
- *Process to update the SSMP procedures and activities, as appropriate, based on results of monitoring and performance evaluations; and*
- *Process to identify and illustrate spill trends, including spill frequency, locations and estimated volumes.*

AUDIT BENCHMARK: Review the SSMP for compliance with the current General Order demonstrating the City collects and maintains relevant data to be used in review of the City's SSMP, evaluating the effectiveness of the SSMP, monitoring the effectiveness of the maintenance activities, collecting trend data on SSOs, and implementing changes as appropriate.

FINDINGS

PROCESS TO MAINTAIN RELEVANT INFORMATION TO ESTABLISH AND PRIORITIZE APPROPRIATE SSMP ACTIVITIES

Development of the City's 2021 Master Plan included updating the City's GIS to incorporate current and relevant data pertaining to the City's wastewater system assets including recently constructed or replaced sewer mains. Additionally, CCTV inspections were performed for approximately 81 percent of the system to document the condition of the system assets to facilitate assessment, identification and prioritization of necessary O&M activities.

Routine Cleaning and Inspection: To date, the City has managed and maintained information pertaining to the wastewater infrastructure by means of manually recording preventive maintenance activities. The City uses CityWorks to document notifications received by residents regarding potential and actual SSO occurrences. The City documents performance measures through logs and reports including, but not limited to, the length of pipe cleaned and televised, the quantity, cause and location of stoppages and SSOs, and the scheduled maintenance of high frequency maintenance locations. Documentation of routine cleaning and inspection of the collection system, including the hotspots, is performed manually and a hard copy of the logs are filed in a cabinet at the City offices. Previously recommended is that operation and maintenance activities be recorded electronically to facilitate access to the data for ease of tracking and reporting.

Maintenance Records for Sewer Lift Stations: Records documenting the maintenance activities of the City's sewer lift stations are tracked using had copy logs and physical copies are filed at the City offices. Previously recommended was that a detailed check list be created for the routine inspections to identify the type of work completed during each inspection.

Food Service Establishment (FSE) Inspections: Annual FSE inspections are tracked in an up-to date excel database.

SSMP Audit: The City conducted an audit in 2011 of the 2016 SSMP. The audit included a review of the SSMP elements and recommendations were provided.

Sanitary Sewer Overflows (SSO): SSO report information is maintained on the California Integrated Water Quality System (CIWQS) website and SSO locations are logged in an excel spreadsheet and mapped using the sewer GIS.

SUMMARY OF RECOMMENDATIONS

To address the components listed in Element 9 of the SSMP, and as required by the General Order, the procedures implemented to properly monitor program progress and implement necessary modifications must be documented. Therefore, it is recommended the following be developed and included in the SSMP:

PROCESS TO MONITOR THE IMPLEMENTATION AND MEASURE THE EFFECTIVENESS OF EACH SSMP ELEMENT

Recommendations, which remain applicable, to monitor and document the implementation and effectiveness of the SSMP elements, include the following:

Goals: Review goals annually to assure they remain current and aligned with the City's objectives and update as deemed necessary.

Organization: Review organization chart annually and update as necessary to confirm the appropriate organizational staff is identified and their responsibilities are understood for implementing the Sewer System Management Plan.

Legal Authority: Review the BMC annually and update as necessary. Consult engineering and maintenance staff to determine if any problems occurred due to inadequate legal authority in relation to the sewer system, SSOs, FOG, etc.

Operation and Maintenance Program: The City's engineering and maintenance staff should coordinate and conduct the review the wastewater and sewer and storm drain GIS data and maps biannually or annually to identify and correct discrepancies and / or implement updates to the data including new facilities and/or rehabilitation and replacement of facilities.

Records that document the routine cleaning, inspection, hotspot cleaning and frequency, and lift station maintenance should be reviewed quarterly to ensure preventative maintenance goals are being met. As necessary, the routine cleaning and pipe and lift station inspection schedules should be reprioritized to ensure the target goals are being met. Target goals should also be reviewed and revised such that the City's O&M time is focused on the priorities and efforts optimized.

Training schedules/records and the type of training should be reviewed annually to ensure that the City's maintenance staff have the appropriate training including awareness and

understanding of the General Order, electronic CIWQS reporting procedures, estimation of spill volume, O&M process, procedures and activities associated with sewer system maintenance, and SSO response and reporting.

Design and Performance Provisions: The City's Design Standards for Sewer Facilities should be reviewed annually to determine if updates were implemented. Consider updating the standards to reflect the recommended revisions included in the 2021 Master Plan.

Sewer Emergency Response Plan (SERP): After each SSO event, the City evaluates the effectiveness of the OERP and implements any improvements to this plan. The City's maintenance staff that respond to the SSOs are consulted to identify recommendations that would improve the SSO response procedures. The City's OERP should be reviewed annually, at a minimum.

Sewer Pipe Blockage Control Program: Title 13, Chapter 13, is specific to the City's sewer system with the intended purpose of facilitating the maximum beneficial public use of the sanitary sewer system while also attempting to prevent blockages of those sanitary sewer systems as a result of prohibited discharges, including FOG. Article V, Fats, Oils and Grease Disposal, includes the City's established regulations as they pertain to the disposal of FOG into the collection system and specifies appropriate FOG disposal requirements for food facilities to protect the public health and safety. The City BMC should be reviewed annually to determine if updates were implemented and whether the updates are to be incorporated into the O&M Program.

The FSE inspector should be consulted to identify any recommendations that would help reduce the amount of FOG that enters the City's sewer system. The FSE inspection history should also be reviewed annually to ensure that the inspection goals are being met.

Additionally, it is recommended that City crews review information pertaining to the HFMLs, including cleaning records and frequencies and CCTV inspection information to determine whether structural improvements to the system may eliminate issues causing the need for the frequent maintenance. Such improvements should be coordinated and prioritized with the engineering team.

System Evaluation, Capacity Assurance, and Capital Improvements: It is recommended the City update its capacity analysis when any significant changes in sewer loads have occurred or are predicted to occur (i.e. future development or redevelopment). Impacts to the collection system should be well documented and capacity improvements prioritized as necessary.

Internal Audits: The City retains the SSMP Audit reports on file at the City's Department of Public Works Office and/or should include them in the SSMP document as an appendix for future reference. At a minimum, internal audits of the SSMP will be conducted in compliance with the most current General Order.

Communication Program: The City's efforts to communicate, educate, inform and engage the public's support and participation in the proper utilization of the City's sanitary sewer system, and comply with the General Order requirements should continue. It is recommended the City document procedures for notifying the public and affected agencies of potential and/or actual

SSOs that may result in closures of public areas or that enter a source of drinking water. The program should be reviewed annually to ensure goals are being met, determine if updates to the program are required and/or if additional outreach is necessary.

Process to Assess the Success of the Preventive Operation and Maintenance Activities

Appendix P of the City's SSMP includes the City's Performance Measure Indicators (PMIs) developed to monitor and measure the effectiveness of the Preventative Operation and Maintenance Program. The PMIs included the following:

- Total number of overflows in each year
- Total number of overflows equal to or greater than 1,000 gallons discharged or reaching the Waters of the United States in each year
- Overflow response time for each event
- Reduction of repeated incidents of overflow at the same location
- Reduction in number of overflows caused by flows exceeding the capacity of the collection system

Based on criteria included in the City's SSMP, a sewer collection system with less than three (3) spills from the publicly owned system per 100 miles per year is considered an adequate system. Since the previous audit was completed in 2021, the following SSO's have been documented and reported:

Year	Qty	Volume (gal)	Level
2021	4	150 150 20 625	1 1 1 1
2022	1	150	3
2023	1	10,050	1
2024	1	9,000	1

Process to Update the SSMP Procedures and Activities Based on Results of Monitoring and Performance Evaluations

In compliance with the General Order, audits of the SSMP will be conducted every six (6) years and serve to measure and document implementation and effectiveness of the SSMP. Based on the findings of the audits, the City will develop, document and/or modify procedures and activities for each of the SSMP elements, as applicable, to improve program and system performance.

To document the revisions / updates needed to be incorporated into the SSMP update, it is recommended that a section be included in the SSMP document entitled "Change Log" and used for tracking of the modifications required. The items noted in the "Change Log" are to be incorporated into the SSMP document at the time the City conducts its next SSMP update. It is recommended the City retain the records of all SSMP element reviews and incorporate them into the SSMP document such that the information is documented and available for the following SSMP Audit or SSMP Update.

Process to Identify and Illustrate Spill Trends, Including Spill Frequency, Locations and Estimated Volumes

The General Order includes specific notification and reporting requirements according to spill category. The City process to identify and illustrate SSO trends, including frequency, location, and estimated volumes is to document the information using GIS technology. This allows the City to retrieve information by SSO date, location and cause. Additionally, the GIS allows for illustration of this information in figures.

Audit of Element 10 – Internal Audits

The SSMP must include internal audit procedures which include input from the operators. Per the Order, at a minimum, the audit will document the following:

- *Findings of the evaluation of the implementation and effectiveness of the SSMP in preventing spills;*
- *Compliance with the General Order;*
- *SSMP deficiencies in addressing on-going spills and discharges to waters of the State;*
- *Necessary modifications to the SSMP to correct deficiencies.*

Additionally, the City must submit a complete audit report that includes the following:

- *Audit findings and recommended corrective actions;*
- *A statement that sewer system operators' input on the audit findings were considered; and*
- *A proposed schedule to address the deficiencies.*

AUDIT BENCHMARK: Review the SSMP elements for compliance with the requirements of the current General Order. The audit focused on the effectiveness of the SSMP and identification of areas where processes and procedures may require modifications to meet the requirements of the most recent General Order.

FINDINGS

The City completed an audit of the SSMP in 2021 to meet the requirements of the previous Order, 2006-0003. In compliance with the most recent Order, this audit includes evaluation of the SSMP for completeness and compliance with General Order WQ 2022-0103-DWQ.

FINDINGS OF THE EVALUATION OF THE IMPLEMENTATION AND EFFECTIVENESS OF THE SSMP IN PREVENTING SPILLS

In compliance with Order 2006-0003, the City completed an audit in 2021. The audit report includes a summary of the evaluation conducted for each of the eleven (11) elements in accordance with the previous Order. Recommendations were included where applicable.

This audit serves as the first audit undertaken as required by 2022 General Order. The City must complete, certify and upload the final version of this audit report to CIWQS by February 2, 2024 and its updated SSMP is due by August 2, 2025.

COMPLIANCE WITH THE GENERAL ORDER

With the completion of this audit and development of a plan to implement recommendations developed through the audit process, the City will meet the requirements of Order WQ 2022-0103-DWQ for this element. Additionally, this will allow the City to prepare for and adequately address necessary changes to be incorporated into the updated SSMP.

SSMP Deficiencies in Addressing On-Going Spills and Discharges to Waters of the State

Overall, based on information provided and the number of the spills since the previous audit, the City continues to proactively maintain the collection system using the overall program for managing the sewer systems is effective and operates at a high level of performance.

Necessary Modifications to the SSMP to Correct Deficiencies

The City is committed to achieving compliance with the most current Order and has developed a comprehensive summary of the modifications to be implemented. Included throughout this audit report are recommendations for modifications to the SSMP to address deficiencies in each element and necessary to achieve compliance with Order WQ 2022-0103-DWQ. A summary of the revisions and/or updates are included in the City of Brea Sewer System Management Plan Update – Schedule, attached with this audit.

SUMMARY OF RECOMMENDATIONS

Recommended changes to the SSMP and City operations are summarized in this audit. As required, the following revisions / updates are recommended to be documented for incorporation into the SSMP update:

- Findings of the evaluation of the implementation and effectiveness of the SSMP in preventing spills.
- Deficiencies in addressing on-going spills and discharges to waters of the State.
- A summary of recommended corrective actions.
- A proposed schedule to address the deficiencies.

The following audit records will be maintained:

- Completed audit documents and findings.
- Follow-up actions based on audit findings.

Audit of Element 11 – Communication Program

The primary objective of the Communication Program is to increase public awareness of sanitary sewer system issues, to promote a sense of stewardship for the City's system and facilitate its efforts towards the effective and efficient management, operation, and maintenance of the sanitary sewer system. The purpose of this element is to discuss the City's efforts to educate and inform the public and affected agencies regarding the proper use of the City's sanitary sewer system. The SSMP must include procedures to communicate with:

- *The public for:*
  - *Spills and discharges resulting in closures of public areas, or that enter a source of drinking water, and*
  - *The development, implementation, and update of its SSMP, including opportunities for public input to SSMP implementation and updates.*
- *Owners/operators of systems that connect into the City's system, including satellite systems, for:*
  - *System operation, maintenance, and capital improvement-related activities.*

AUDIT BENCHMARK: Review the SSMP for compliance with the communication requirements of the current General Order and that includes procedures for communicating with the public and owners/operators of systems connecting to the City's system.

FINDINGS

The following includes a summary of the City's effort to communicate, educate, inform and engage support and participation by the public in the proper utilization of the City's sanitary sewer system, and comply with the General Order requirements.

CITY OF BREA OFFICIAL WEBSITE

The City's outreach efforts include maintaining a website (Brea, CA - Official Website | Official Website) to inform the public about City activities. The City's website is an effective communication channel for providing alerts and news to the public. The main page of the website provides access to various City departments and includes links to information, agendas for Board meetings, as well as other key information for residents. The City can utilize the website to publish its SSMP, providing the public the opportunity to view and offer input to the City as the SSMP elements are implemented. Additionally, the City can utilize the website to notify the public of significant events including potential and/or actual sewer spills and discharges resulting in closures of public areas, or that enter a source of drinking water, and other activities related to sewer system management.

CITY OF BREA'S FOG CONTROL PROGRAM

The public outreach element pertaining to FOG control includes maintaining information on the website to inform the general public of proper FOG disposal methods and educate FSE staff regarding proper management of FOG generated on site. As site inspections are conducted, City staff provides educational materials, access to public service announcement DVD with information on kitchen best management

practices (BMPs), they receive mailers with the City's newsletter and are included with outreach efforts associated with the Storm Water Outreach Program.

Public Meetings

Public meetings to discuss City-related issues are held regularly in the City Council Chambers, located at the Brea Civic & Cultural Center, 1 Civic Center Circle, Brea, CA 92821. The City encourages residents to attend Council meetings to become better informed about how the City works and to learn about various issues. The Council meetings provide the residents and concerned citizens a forum to provide the Council with input on particular programs through the Public Comment session portion of each Council meeting. During the Public Comment session, each person who wishes to address the Council on an item not on the agenda may do so. Copies of the Council Agenda are made readily available to the public on the City's website.

Contributors to the City of Brea's Wastewater Collection System

Currently, there are no other systems outside of the City's service boundary that connect to the City's system. Undeveloped land that could be developed in the future and contribute sewage to the existing system is located within the Sphere of Influence (SOI) outside the City boundary and within the Carbon Canyon Sewershed. The SOI extends from the City's northern boundary to the Los Angeles County boundary to the north and the San Bernardino County boundary and City of Yorba Linda boundary to the east and southeast. The City may expand to incorporate the SOI by annexation; however, there are no near-term plans for development.

SUMMARY OF RECOMMENDATIONS

The following revisions / updates are recommended to be completed:

- Maintain the SSMP available for public review at the City office(s) and facilities and be made available to the public through the website.
- Document procedures providing opportunities for public input to SSMP element implementation and updates.
- Document procedures to communicate the actual or potential occurrence of a spill and/or actual or potential discharges resulting in closures to public areas.
- Document procedures to communicate the actual or potential occurrence of a spill and/or actual or potential discharges entering a source of drinking water.

ATTACHMENT A-1

City of Brea
Sewer System Management Plan Update
Plan and Schedule

Element	Category / Sub-Category	Revisions / Updates to the SSMP	Status	Responsible Party	Performance Measurment Criteria	Measure Units / Status	Target Completion Date	Date Completed
ELEMENT 1 - SEWER SYSTEM MANAGEMENT PLAN GOAL AND INTRODUCTION								
1.1	Regulatory Context	Update the description of the City's collection system.		Utilities Superintendent			March	
		Include a summary of the assets owned and maintained.						
		Include a description of the sewer system management program.						
		Include copy of latest system map (Figure 3-1 in Master Plan)						
1.2	Sewer System Management Plan Update Schedule	Develop a schedule for updating the elements of the SSMP.		Utilities Superintendent			February	
		Develop schedule for conducting the internal audits.						
		Develop schedule for developing metrics for the maintenance and management of the collection system.						
1.3	Sewer System Asset Overview	Include information on the following items:		Utilities Superintendent			March	
		Population and community served						
		System size, including total length in miles, length of gravity mainlines, length of pressurized (force) mains, and number of pump stations and siphons;						
		Structures diverting stormwater to the sewer system;						
		Data management systems;						
		Sewer system ownership and operation responsibilities between Enrollee and private entities for upper and lower sewer laterals;						
		Estimated number or percent of residential, commercial, and industrial service connections.						
		Unique service boundary conditions and challenge(s).						
ELEMENT 2 - ORGANIZATION								
2	Organization	Include name and contact information for City Engineer		Utilities Superintendent			April	
		Include name and contact information for the Environmental Services Coordinator						
		Include Maintenance Services on Organization Chart (Equipment Services?)						
		Include duties, name, and contact information for Administrative position(s), if applicable						
		Changes to the City's staff and associated responsibilities						
		Update Organizational Chart						
		Update Description of Responsibilities, as necessary to make current						
		SSO Reporting Procedures Flow Chart						
		Responsible Party's Name, Telephone / After Hours or Cell Phone						
		Update Table 2-1, SSMP Responsibility Summary (2021 Audit), as appropriate						
		Include name and contact information for administrative position(s), if applicable						
		Include email addresses for each position included in the organization chart						
ELEMENT 3 - LEGAL AUTHORITY								
3	Legal Authority	Reference to BMC §13.00.220, Discharge in Natural Outlets Regulated, which prohibits the discharge any sanitary sewage, industrial wastes, or other polluted waters to any natural outlet within the City or any area under the jurisdiction of the City.		Utilities Superintendent			March	
		Reference to BMC §13.00.230, which encompasses the industrial wastewater permit applications process.						
		Reference to Ordinance OCSD-48 is updated with OCSD-53.						
		The City Sewer Standards and Specifications document be updated such that it is consistent with the criteria included in the 2021 Sewer Master Plan, which is being completed.						
		Reference to BMC §13.00.572, which provide more general discharge regulations that apply to any facility and not limited to FSEs.						

City of Brea
Sewer System Management Plan Update
Plan and Schedule

Element	Category / Sub-Category	Revisions / Updates to the SSMP	Status	Responsible Party	Performance Measurment Criteria	Measure Units / Status	Target Completion Date	Date Completed
3	Legal Authority	Reference to BMC §13.00.580, which specifically provides authority of enforcement of FOG regulations.		Utilities Superintendent			March	
		Reference to BMC §13.00.260 which provides enforcement regulations regarding the use of the City sewers.						
ELEMENT 4 - OPERATION AND MAINTNEANCE PROGRAM								
4.1	Updated Map of the Sanitary Sewer System	Continue to maintain current map of the wastewater collection system and include the stormwater conveyance facilities that are located within the sewer system service area boundary.		Water Sewer Storm Drain Supervisor			May	
		Confirm map shows location of drop manholes and valves.		Water Sewer Storm Drain Supervisor			May	
		Include the procedure for maintaining the system map up-to date.		Water Sewer Storm Drain Supervisor			July	
		Include measures for providing State and Regional Water Board staff access to the collection system map(s).		Water Sewer Storm Drain Supervisor			July	
4.2	Preventive Operation and Maintenance Activities	Include description of target metrics (cleaning, inspections)		Water Sewer Storm Drain Supervisor			April / May	
		Update the description of maintenance activities for lift station(s) Components Frequency Documentation					April / May	
		Update description of Root Control Program					April	
		Update description of Vermin and Rodent Control Program					April	
		Update Flow Monitoring Program as necessary					April	
		Review CCTV information collected for 2021 Master Plan and develop priority list of projects.					June / July	
		Include description of system cleaning activities Approx. LF cleaned and/or inspected (daily, quarterly, etc.) Pipelines - documetation process Manholes - frequency - documentation process					April / May	
		Update description / list of locations where higher frequency maintenance / cleaning is performed (documented problem locations) Include Frequency - Bi-weekly, monthly, quarterly, semi-annually, annually					March	
		Investigate and identify software to facilitate scheduling and documentation of O&M activities.					June	
		Include description of inspection and assessment activities Approx. LF CCTV'd (daily, quarterly, etc.) Pipelines - documetation process - assessment process Manholes - frequency - documentation process - assessment process					April / May	
		Identify projects listed in Table 2 of Appendix F of the 2016 SSMP, not completed and reprioritize with projects identified in the 2021 Master Plan.					June / July	
		Revisit and update CCTV inspection schedule. As structural deficiency mitigation projects are implemented, their condition and follow-up CCTV inspection schedule should be reclassified.					April / May	
		Update list of facility inventory					March	
4.3	Training	Update the list of the trainings provided.		Utilities Superintendent			June	
		Procedures for documenting the trainings conducted and attendance.						
		Develop a method to electronically document the trainings conducted and attendance.						
		Develop and document training of contractors in City's SERP and reporting requirements.						
		Develop Trainings for:						
		Spill Emergency Response Plan Procedures / Practice Drills						
		FOG Control Program						
		Estimation of spill volume for field operators						

City of Brea
Sewer System Management Plan Update
Plan and Schedule

Element	Category / Sub-Category	Revisions / Updates to the SSMP	Status	Responsible Party	Performance Measurment Criteria	Measure Units / Status	Target Completion Date	Date Completed
4.3	Training	Electronic CIWQS reporting procedures for submitting data		Utilities Superintendent			June	
		Importance of following safety policies and procedures						
		Procedures for tracking and documenting all job-related information						
4.4	Equipment Inventory	Update the list of equipment / materials that are kept on hand including critical equipment and spare parts. (Appendix K of the 2016 SSMP)		Water Sewer Storm Drain Supervisor			March	
		Include contact information of vendors from which purchases are made.						
		Include information about contracts in place for contractors to respond in the event of an emergency.						
ELEMENT 5 - DESIGN AND PEFORMANCE PROVISIONS								
5.1	Updated Design Criteria and Construction Standards and Specifications	Include / address acceptable rehabilitation options for pipelines and manholes using various lining and coating methods.		Utilities Superintendent			June / July	
		Update the Sewer Design Standard Plans and Specifications document to align with the criteria outlined in the 2021 Master Plan.						
		A list of commonly used and City approved materials for repairs and rehabilitation options.		Utilities Superintendent			April	
5.2	Procedures and Standards	Include / address acceptable methods for inspecting and testing the pipes and/or manholes that have been rehabilitated.		Utilities Superintendent			April	
ELEMENT 6 - SPILL EMERGENCY RESPONSE PLAN								
6	Spill Emergency Response Plan	Process to ensure that appropriate staff and contractors implement the Spill Emergency Response Plan and are appropriately trained.		Utilities Superintendent			June / July	
		Process to document and track field training exercises / drills of SSO response.						
ELEMENT 7 - SEWER PIPE BLOCKAGE CONTROL PROGRAM								
7	Sewer Pipe Blockage Control Program	Develop / document the following procedures:		Utilities Superintendent				
		Implementation plan and schedule for public education outreach program that promotes the disposal of FOG.					April	
		Update the SSMP to specifically address where FSEs are allowed to dispose of the accumulated FOG.					April	
		Include link to the City's Pipe Blockage Control Program to allow information to be more readily available.					April	
		Include link to the City's Pipe Blockage Control Program in the SSMP to allow information to be more readily available.					April	
		Include the FSE inspection schedule goal in the SSMP.					March	
		Confirm that FSE inspections that were postponed due to the COVID stay-at-home orders were completed and are back on schedule.					March	
		Update its HFML list and corresponding GIS shapefile, annually at minimum.					March	
		Adjust the cleaning frequency of the HFMLs and the corresponding frequency as necessary.					March	
ELEMENT 8 - SYSTEM EVALUATION, CAPACITY ASSURANCE, AND CAPITAL IMPROVEMENTS								
8.1	System Evaluation and Condition Assessment	Identify and justify the amount (percentage) of its system for its condition to be assessed each year;		Utilities Superintendent			May / June	
		Prioritize O&M activities of system areas, where applicable, that:						
		Hold a high level of environmental consequences if vulnerable to collapse, failure, blockage, capacity issues, or other system deficiencies;					May / June	
		Are located in or within the vicinity of surface waters, steep terrain, high groundwater elevations, and environmentally sensitive areas;					May / June	
		Area within the vicinity of a receiving water with a bacterial-related impairment on the most current Clean Water Act section 303(d) List;					March	
		Update the City's existing Sewer Design Standard Plans and Specifications such that there is consistency with the 2021 Master Plan.					June / July	
		Reevaluate the City's sewer budget to determine if there is sufficient funding for the CIP that was developed as part of the 2021 Sewer Master Plan.					May / June	
		Include discussion of CCTV inspection and assessmnent process.					May / June	

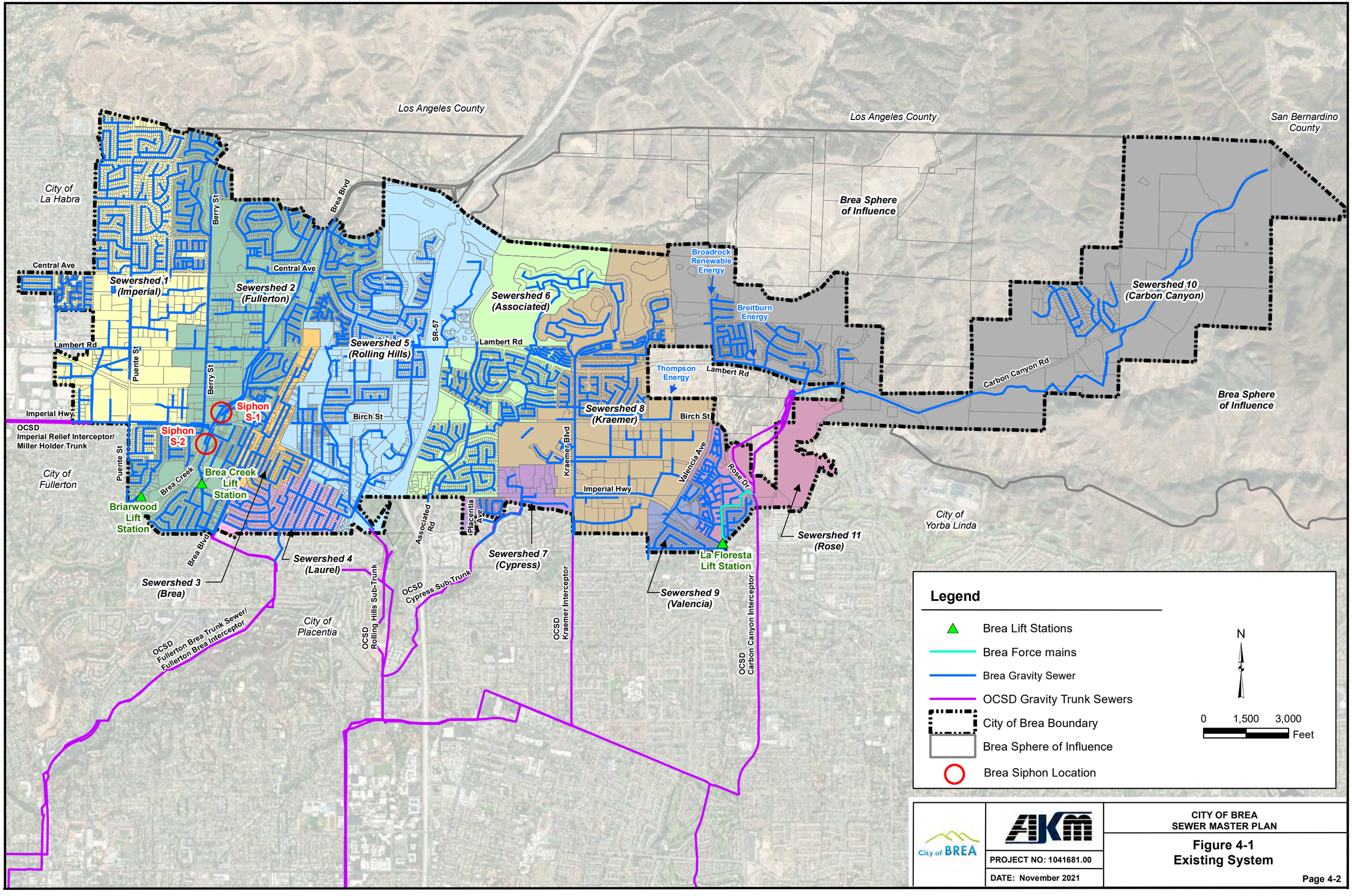
City of Brea
Sewer System Management Plan Update
Plan and Schedule

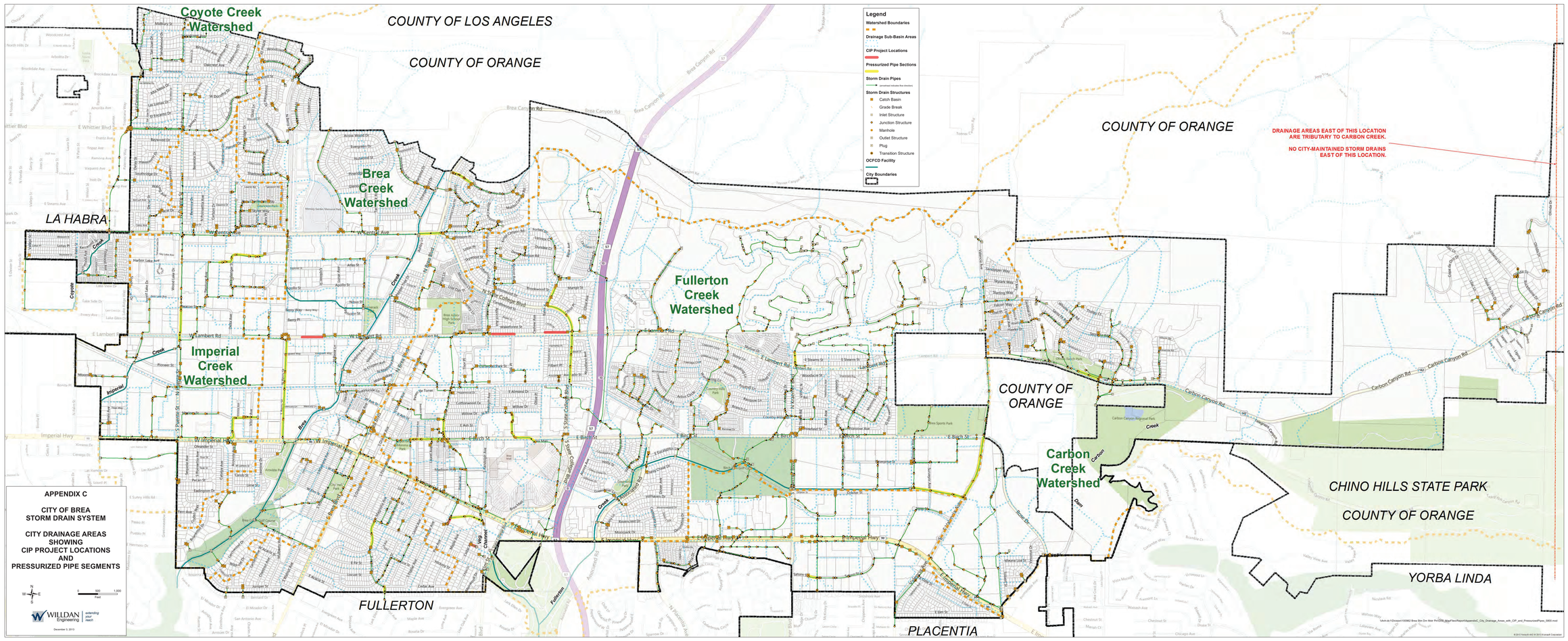
Element	Category / Sub-Category	Revisions / Updates to the SSMP	Status	Responsible Party	Performance Measurment Criteria	Measure Units / Status	Target Completion Date	Date Completed
8.1	System Evaluation and Condition Assessment	Discuss methods used for recordkeeping of system evaluation and condition assessment inspections and activities.		Utilities Superintendent			May / June	
		Identify system assets vulnerable to direct and indirect impacts of climate change: sea level rise; flooding and/or erosion due to increased storm volumes, frequency, and/or intensity; wildfires; and increased power disruptions.					May / June	
8.2	Capacity Assessment and Design Criteria	Include updated information pertaining to cause of spills since last audit.		Utilities Superintendent			March	
		Update the SSMP to incorporate the findings of the analyses from the current 2021 Sewer Master Plan.					March	
		Identify sources of peak flows, if applicable, which may result or have resulted in a spill.					March	
		If applicable, discuss areas of the system that experience I/I in response to storm events, flooding.					March	
		Identify / discuss assets that may be subject to scour.					May / June	
		Prioritize O&M activities for assets vulnerable to direct / indirect impacts of flooding, erosion, etc.					May / June	
8.3	Prioritization of Corrective Action	Add section to SSMP		Utilities Superintendent			May / June	
		Discuss / present process for prioritizing and implementing projects.						
8.4	Capital Improvement Plan	Include discussion about / reference to CIP projects and schedule(s) for:						
		Capacity and condition related projects		Utilities Superintendent			April	
		Lift Station improvements		Utilities Superintendent			April	
		Include list of projects completed since last 2016 SSMP and 2016 Audit.		Utilities Superintendent			May / June	
		Include discussion on sources of funding.		Utilities Superintendent			April	
		Include discussion describing internal collaborative coordination between operation and maintenance staff and engineering staff/consultants during planning, design, and construction of capital improvement projects.		Utilities Superintendent			May / June	
ELEMENT 9 - MONITORING, MEASUREMENT, AND PROGRAM MODIFICAITONS								
9	Monitoring, Measurement, and Program Modifications	Update SSMP to include documentation of the following procedures:		Utilities Superintendent				
		Process to maintain relevant information, including audit findings, to establish and prioritize appropriate SSMP activities					May / June	
		Process to monitor the implementation and measure the effectiveness of each SSMP element.					May / June	
		Develop process to assess the success of the preventive operation and maintenance activities. May include developing performance metrics such as: • Pipe age • O&M cost/mile/year • O&M staff/100 miles • Percent of system maintained, repaired, and/or replaced each year • Total annual percent cleaned • System cleaning cycle frequency • Percent CCTV'd per year • I&I monitoring					May / June	
		Process to document, track, and update the SSMP procedures and activities, as appropriate, based on results of monitoring and performance evaluations.					May / June	
		Implement the City's PM to identify and illustrate spill trends, including spill frequency, locations and estimated volumes.					May / June	
		Develop and incorporate a Change Log to track necessary chages to the SSMP and elements.					April / May	

City of Brea
Sewer System Management Plan Update
Plan and Schedule

Element	Category / Sub-Category	Revisions / Updates to the SSMP	Status	Responsible Party	Performance Measurment Criteria	Measure Units / Status	Target Completion Date	Date Completed
ELEMENT 10 - INTERNAL AUDITS								
10	Audits	Findings of the evaluation of the implementation and effectiveness of the SSMP in preventing spills.		Utilities Superintendent			May / June	
		Deficiencies in addressing on-going spills and discharges to waters of the State.		Utilities Superintendent			May / June	
		A summary of recommended corrective actions.		Utilities Superintendent			End of June	
		A proposed schedule to address the deficiencies.		Utilities Superintendent			End of June	
		Maintain a log of follow up actions completed based on audit findings		Utilities Superintendent			End of June	
ELEMENT 11 - COMMUNICATION PROGRAM								
11	Communication Program	Maintain the SSMP available for public review at the City office(s) and/or on the website.		Utilities Superintendent			April	
		Document procedures providing opportunities for public input to SSMP element implementation and updates.						
		Document procedures to communicate the actual or potential occurrence of a spill and/or actual or potential discharges resulting in closures to public areas.						
		Document procedures to communicate the actual or potential sewer discharges entering a source of drinking water.						

ATTACHMENT A


Los Angeles County
Los Angeles County
San Bernardino County
City of La Habra
Brea Sphere of Influence
Broadrock Renewable Energy
Breitburn Energy
Thompson Energy
Sewershed 1 (Imperial)
Sewershed 2 (Fullerton)
Sewershed 3 (Brea)
Sewershed 4 (Laurel)
Sewershed 5 (Rolling Hills)
Sewershed 6 (Associated)
Sewershed 7 (Cypress)
Sewershed 8 (Kraemer)
Sewershed 9 (Valencia)
Sewershed 10 (Carbon Canyon)
Sewershed 11 (Rose)
Central Ave
Lambert Rd
Imperial Hwy
Birch St
Brea Blvd
Berry St
Puente St
SR-57
Carbon Canyon Rd
Kraemer Blvd
Valencia Ave
Rose Dr
Placentia Ave
Associated Rd
Brea Creek
Siphon S-1
Siphon S-2
Brea Creek Lift Station
Briarwood Lift Station
La Floresta Lift Station
OCSD Imperial Relief Interceptor/ Miller Holder Trunk
OCSD Fullerton Brea Trunk Sewer/ Fullerton Brea Interceptor
OCSD Rolling Hills Sub-Trunk
OCSD Cypress Sub-Trunk
OCSD Kraemer Interceptor
OCSD Carbon Canyon Interceptor
City of Fullerton
City of Placentia
City of Yorba Linda
Brea Sphere of Influence
Legend
Brea Lift Stations
Brea Force mains
Brea Gravity Sewer
OCSD Gravity Trunk Sewers
City of Brea Boundary
Brea Sphere of Influence
Brea Siphon Location
N
0
1,500
3,000
Feet
City of BREA
AKM
CITY OF BREA
SEWER MASTER PLAN
Figure 4-1
Existing System
PROJECT NO: 1041681.00
DATE: November 2021
Page 4-2


Coyote Creek Watershed
COUNTY OF LOS ANGELES
COUNTY OF ORANGE
Brea Creek Watershed
LA HABRA
Fullerton Creek Watershed
COUNTY OF ORANGE
DRAINAGE AREAS EAST OF THIS LOCATION ARE TRIBUTARY TO CARBON CREEK.
NO CITY-MAINTAINED STORM DRAINS EAST OF THIS LOCATION.
Legend
Watershed Boundaries
Drainage Sub-Basin Areas
CIP Project Locations
Pressurized Pipe Sections
Storm Drain Pipes
Storm Drain Structures
Catch Basin
Grade Break
Inlet Structure
Junction Structure
Manhole
Outlet Structure
Plug
Transition Structure
OCFCD Facility
City Boundaries
Imperial Creek Watershed
COUNTY OF ORANGE
Carbon Creek Watershed
CHINO HILLS STATE PARK
COUNTY OF ORANGE
YORBA LINDA
FULLERTON
PLACENTIA
APPENDIX C
CITY OF BREA
STORM DRAIN SYSTEM
CITY DRAINAGE AREAS
SHOWING
CIP PROJECT LOCATIONS
AND
PRESSURIZED PIPE SEGMENTS
0 500 1,000
Feet
WILLDAN Engineering
December 5, 2013

ATTACHMENT B

SHADOW WORK - SEWER HOT SPOT/MAINTENANCE

JETTER: _____ DRIVER: _____ DATE: _____

	DATE CLEANED	LOCATION	From Manhole #	To Manhole #	Footage Measure	Size	Lined Y/N	Jet	Condition of Manhole
1		LAMBERT RD/CABO	48-03	48-04	350	8	Y/N		
2		MADRONA ALLEY	36-40	48-01	390	8	Y		
3		MADRONA ALLEY	36-39	36-40	310	8	Y		
4		MADRONA ALLEY	36-39	36-35	375	8	N		
5		BIRCH/DT MADRONA	A	B	337	8	N		
6		BIRCH/WALNUT-MADRONA	C	A	380	8	N		
7		WALNUT-ASH	C	D	610	8	N		
8		BIRCH-BREA BLVD	D	F	310	8	N		
9		GATEWAY CENTER	G	F	212	8	N		
10		GATEWAY CENTER	H	G	279	8	N		
11		GATEWAY CENTER	I	H	67	8	N		
12		YARD HOUSE/ASH	J	K	550	8	N		
13		OLIVE PIT/YARD HOUSE	L	J	274	8	N		
14		OLIVE PIT-TAPS	M	N	398	8	N		
15		TAPS ALLEY	O	N	147	8	N		
16		DATE ALLEY/TAPS	O	P	750	8	N		
17		DATE ALLEY/CHOICE BURGERS	P	Q	694	8	N		
18		BREA BLVD/CHOICE BURGERS	R	S	332	8	N		
19		BREA BLVD/CHOICE BURGERS	S	T	314	8	N		
20		BREA BLVD/ACACIA	40-80	40-09	600	8	N		
21		BIRCH/POPLAR	50-23	49-10	350	8	N		

8,029

22		VALENCIA	41-61	57-00	2451	8	N		
23		99 CENT STORE	9-02	9-03	276	8	N		
24		CENTRAL/MOBILE HOMES	9-01	10-35	82	8	N		POP LID IN MOBILE HOME PARK
25		CEDAR CREEK	72-00	72-0A	80	8	N		
26		WILDCAT WAY/ASSOCIATED	72-00	72-01	210	8	Y		
27		POINT DR	71-14	71-13	315	8	N		
28		ASSOCIATED RD	73-17	72-04	650	8	N		
29		REDBAY/BIRCH	74-21A	74-21B	320	8	N		
30		REDBAY/BIRCH	74-21A	74-21C	175	8	N		
31		REDBAY/BIRCH	74-21A	74-21	100	8	N		
32		REDBAY	74-19	74-21	300	8	Y		
33		REDBAY	74-21	74-20	180	8	Y		
34		OAK PLACE	60-03	60-02	420	8	N		
35		BREA/SUBWAY	46-20	46-08	600				
36		BREA/SUBWAY	46-20	46-22	550				
37		BREA/SUBWAY	46-20	46-20A	100				
38		FOUNDER/HURTS	A	B	225	8	Y		
39		CENTRAL	22-19	22-20	270	8	N		
40		CENTRAL	22-18	22-19	200	8	Y		
41		SAN JUAN	7-07	7-03	288	8	N		
42		GOOD WILL ALLEY	39-17	C.O.	183	8			
43		GOOD WILL ALLEY	39-16	39-17	310	8			
44		GOOD WILL ALLEY	40-39	39-16	36	8			
45		WHITTIER EXT/HAVENHURST	7-03	7-01	418	8	Y		
46		WHITTIER EXT	6-17	7-04	320	8	Y		

47		FERN AVE	27-15	C/O	410	8	Y		
48		OCFC/MERCURY	37-17	37-10	110	8	Y		
49		OCFC/MERCURY	37-17	37-22	700	8	N		
50		WALNUT/CITY HALL PARK	A	B	650	8	N		
51		CITY HALL RESTROOM	A	C	80	8	N		
52		DATE CONDOS	38-14	38-16	500	8	Y		
53		DATE/HORSE PROPERTY	38-13	38-12	250	8	N		
54		OCFC/AROVISTA PARK	38-10	C/O	175	8	N		
55		VALENCIA ST	39-14	27-30	150	8	N		
56		VALENCIA GOLF COURSE	39-14	27-30	450	8	N		
57		RANDOLPH/WILLOW	49-53	49-54	110	8	Y		
58		RANDOLPH/WILLOW	49-54	49-55	550	8	Y		DROP CONNECTION
59		RANDOLPH/WILLOW	49-55	60-01	275	8	Y		
60		MAGNOLIA/ELM ST	39-31	39-32	150	8	N		
61		LAUREL/ELM ST	52-49	51-13	300	8	Y		
62		CHERRY/ELM ST	52-08	52-53	250	8	N		
63		CHERRY EASEMENT	52-07	57-08	50	8	N		
64		CHERRY EASEMENT	52-06	52-07	50	8	N		
65		RANDOLPH/URBAN TIEMPO	51-29	51-30	350	8	N		
66		MADISON CT/BCC	50-17	50-18	150	8	N		CHECK GRASS AREA ROOTS
67		CARBON CANYON	166-31	166-32	300	8	N		
68		SIEVER	38-18A	38-18	300	8	Y		
69		MOONSTONE	12-6	12-5A	308	8	Y		
70		MOONSTONE	12-5A	12-5	260	8	Y		
71		MOONSTONE	12-7	12-6	55	8	Y		

6,633



Legend

- Gravity Sewers
- City of Brea Boundary
- Brea Sphere of Influence

Total Occurrences of Roots

- 0
- 1 - 5
- 6 - 10
- 11 - 20
- 21 - 40
- 41 - 73

N

0 3,000 6,000 Feet

City of BREA

AKM

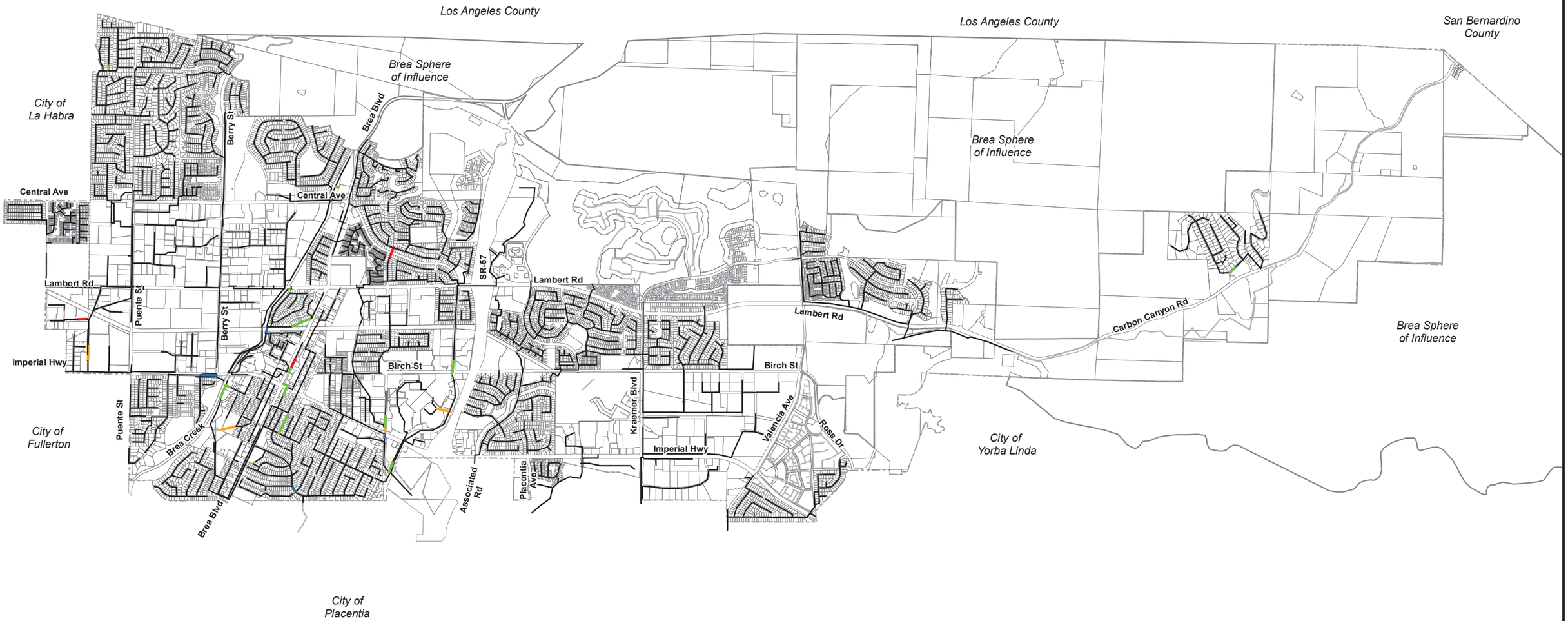
CITY OF BREA
SEWER MASTER PLAN

PROJECT NO: 1041681.00

DATE: November 2021

Root Locations

Figure 4-1



Legend

- Gravity Sewers
- City of Brea Boundary
- Brea Sphere of Influence

Total Occurrences of Grease

- 0
- 1 - 7
- 8 - 20
- 21 - 45
- 46 - 58

N

0 3,000 6,000 Feet

City of BREA

AKM

CITY OF BREA
SEWER MASTER PLAN

PROJECT NO: 1041681.00

DATE: November 2021

Grease Locations

Figure 4-2



Legend

- City of Brea Boundary
- Brea Sphere of Influence

Maximum Water Level % of Sag

- 0 - 5
- 6 - 20
- 21 - 40
- 41 - 70
- 71 - 100

N

0 3,000 6,000 Feet

City of BREA

AKM

CITY OF BREA
SEWER MASTER PLAN

PROJECT NO: 1041681.00

DATE: November 2021

Water Level Sag Locations

Figure 4-3

Los Angeles County

Los Angeles County

San Bernardino County

City of La Habra

Brea Sphere of Influence

Central Ave

Berry St

Brea Blvd

Central Ave

Sewershed 1 (Imperial)

Sewershed 2 (Fullerton)

Sewershed 5 (Rolling Hills)

Sewershed 6 (Associated)

SR-57

Lambert Rd

Broadrock Renewable Energy

Breitburn Energy

Sewershed 10 (Carbon Canyon)

Lambert Rd

Puente St

Berry St

Thompson Energy

Carbon Canyon Rd

Brea Sphere of Influence

Imperial Hwy

OCSD Imperial Relief Interceptor/ Miller Holder Trunk

Birch St

Sewershed 8 (Kraemer)

Birch St

Kraemer Blvd

Valencia Ave

Rose Dr

Imperial Hwy

City of Fullerton

Puente St

Brea Creek

Briarwood Lift Station

Brea Creek Lift Station

Brea Blvd

Associated Rd

Placentia Ave

Sewershed 7 (Cypress)

La Floresta Lift Station

Sewershed 11 (Rose)

City of Yorba Linda

Sewershed 4 (Laurel)

Sewershed 3 (Brea)

OCSD Fullerton Brea Trunk Sewer/ Fullerton Brea Interceptor

City of Placentia

OCSD Rolling Hills Sub-Trunk

OCSD Cypress Sub-Trunk

OCSD Kraemer Interceptor

Sewershed 9 (Valencia)

OCSD Carbon Canyon Interceptor

Legend

- Brea Lift Stations
- Brea Gravity Sewers
- Brea Force mains
- OCSD Gravity Trunk Sewers
- City of Brea Boundary
- Brea Sphere of Influence
- Brea Hot Spot Location

N

0 3,000 6,000 Feet

City of BREA

AKM

CITY OF BREA
Sewer System Management Plan Audit 2021

PROJECT NO: 1041681.00

DATE: November 2021

Hotspot Location Map

Figure 4-5

ATTACHMENT C

Wastewater Equipment Inventory

Description	Purchase Date	Notes
Vehicles		
Vactor Truck		
CCTV Truck		
Equipment		
Gravel Bags		
Polyethylene Sheets		
Absorbent		
800' Reel hose	2021-2024	Replaced 4 times from 2021-2024
Cleaning Heads	2021-2024	Purchased 2 times per year from 2021-2024
Sewer lid pullers	2021 - 2024	Replaced 3 times from 2021-2024
Grab Baskets and Poles	2021 - 2024	Replaced 3 times from 2021-2024
Gas Generator (CCTV)	2024	Purchased in 2024
WinCan Sofware	2024	Updated Software in 2024
Safety Equipment		
Blowers		
Traffic Cones		
Tripods		
Arrow Boards		
Harness		
Light Towers		
Gas Detectors		
Caution Tape		
Crowd Control Barricades		
Flashlights		

ATTACHMENT D

Folder Month	Restaurant	Address	POC	Grease Storage	Phone #	YR 2020	YR 2021	YR 2022	YR 2023	YR 2024
Feb										
1	lazy dog	240 s. state college	Miguel Vilchis	tank system outside	(714) 529-9300	1/7/2020	2/3/2021	2/7/2022	2/1/2023	2/5/2024
1	Albertson's	2500 E. Imperial Hwy.	mark morettini	grease barrel/tank	(714) 671-1180	1/8/2020	2/1/2021	2/2/2022	1/23/2023	1/29/2024
1	Reunion Kitchen & Drink	180 S Brea Blvd		barrel & Interceptor	949-424-4728	covid	NA	NA	NA	NA
1	el torito grill	4 pointe dr.	Jesus Hernandez	Barrel	562-346-1200	covid	2/9/2021	2/1/2022	2/15/2023	2/5/2024
1	Red Lobster	250 S. Brea Mall	Ileen Leau	barrel outside kitchen door	(714) 529-0632	1/7/2020	2/17/2021	2/8/2022	1/31/2023	1/23/2024
1	McDonald's	2505 E. Imperial Hwy.	vanessa hernandez	container system in kitchen	(714) 671-1850	2/4/2020	2/22/2021	2/9/2022	1/24/2023	1/29/2024
1	Olive Garden	270 Brea Mall Way	Jack Winn	container outside near dumpster	(714) 255-1332	2/4/2020	2/11/2021	2/5/2022	1/30/2023	2/1/2024
1	Jack in the Box	315 S. Brea Blvd.	ari ahvmada	barrel back of kitchen	(714) 529-2361	2/4/2020	2/2/2021	2/1/2022	1/24/2023	1/22/2024
1	Taco Bell	303 W. Imperial Hwy.	Martha Nunez		(714) 990-3446	covid	2/2/2021	2/8/2022	1/25/2023	2/7/2024
1	Outback Steakhouse	402 Point Dr.	Carlos Campos	grease container in kitchen	(714) 990-8100	covid	2/16/2021	2/14/2022	2/6/2023	1/29/2024

Folder Month	Restaurant	Address	POC	Grease Storage	Phone #	YR 2020	YR 2021	YR 2022	YR 2023	YR 2024
1	Stonefire Grill	935 e birch	Carlos Aguilar	grease barrel outside	714-332-8450	covid	2/17/2021	2/17/2022	1/25/2023	1/31/2024
1	Olive Pit	240 S Brea Blvd	Noah Mondragon	barrel in back	(714) 529-3200	covid	2/9/2021	2/9/2022	2/21/2023	2/6/2024
1	D' Vine	955 E Birch st	jamal alarja	Barrel in kitchen	714-990-0100	covid	2/9/2021	2/22/2022	2/1/2023	1/31/2024
1	The Cheesecake Factory	120 Brea Mall Way	Whitney Frye	grease container outside	(714) 255-2115	covid	2/22/2021	2/2/2022	2/7/2023	1/23/2024
1	California Pizza Kitchen	1065 Brea Mall	nick chacon	grease container outside	(714) 672-0407	covid	2/8/2021	2/9/2022	2/21/2023	1/30/2024
1	Lucille's	1639 E. Imperial Hwy.	kenny yowell	grease container outside	(714) 990-4944	covid	2/18/2021	2/14/2022	2/13/2023	1/31/2024
1	Cha Cha's Latin Kitchen	110 W. Birch St	brian gonzola	grease container	714-257-1000	covid	2/11/2021	3/28/2022	2/14/2023	1/29/2024
1	Famous Burgers	1485 W. Imperial Hwy.	Maria/Nick	grease barrel	(714) 870-6462	2/5/2020	2/23/2021	2/7/2022	1/23/2023	1/24/2024
1	Roll and Co. LLC	1065 Brea Mall, #2162	Martin Bui		714-251-4680	covid	NA	NA	NA	NA
1	Arby's	2525 E. Imperial Hwy.	Victor Sanchez	grease container & system	(714) 671-6888	2/4/2020	2/23/2021	2/11/2022	1/23/2023	1/29/2024
1	Pan Holic	955 East Birch St, Suite C	Jong Won Lee		213-344-6889	covid	NA	NA	NA	2/1/2024
1	Red Robin	1080 Brea Mall	christian madrone	grease containers	(714) 529-6766	2/4/2020	2/25/2021	2/7/2022	1/30/2023	1/30/2024

Folder Month	Restaurant	Address	POC	Grease Storage	Phone #	YR 2020	YR 2021	YR 2022	YR 2023	YR 2024
1	Fratellino's	600 S. Brea Blvd.	Cesar Lomeli	grease container rear of kitchen	(714) 255-9100	covid	2/25/2021	2/23/2022	2/2/2023	2/6/2024
23										
March										
1	Ralph's Grocery Company	305 W. Imperial Hwy.	Lizeth Aubarran	grease container system	714-529-4505	covid	3/8/2021	3/2/2022	2/27/2023	2/7/2024
1	Baja Fish Tacos	2500 e imperial hwy, unit 100	Angel Tincoc	grease container near dumpster	714-486-6904	covid	3/9/2021	3/14/2022	3/21/2023	2/27/2024
1	El Pollo Loco	2500 E. Imperial Hwy., Suite 186	Ka Vue	grease container back of kitchen	(714) 256-2704	covid	3/10/2021	3/15/2022	3/1/2023	2/15/2024
1	Yard House	160 S. Brea Blvd.	Jenn	grease barrel (outside)	714-529-9273	covid	3/16/2021	3/7/2022	3/9/2023	2/29/2024
1	Cedar Creek Inn	20 Pointe Dr.	nancy hoertz	container of rear of building	(714) 255-5600	covid	3/29/2021	3/21/2022	3/21/2023	2/20/2024
1	McDonald's	825 E Imperial Hwy	Jeffry Kiss	Grease tank system & Interceptor	714-529-5791	covid	3/9/2021	3/8/2022	3/1/2023	2/6/2024
1	BJ's Restaurant	600 Brea Mall Way	Gabriel Trujillo	grease container outside	(714) 990-2095	covid	3/8/2021	3/9/2022	3/20/2023	3/4/2024

Folder Month	Restaurant	Address	POC	Grease Storage	Phone #	YR 2020	YR 2021	YR 2022	YR 2023	YR 2024
1	Choice Burgers	442 S. Brea Blvd.	Kimberly	grease near dumpster	714-255-9942	covid	3/10/2021	3/7/2022	3/6/2023	2/12/2024
1	Kabuki Restaurant	975 E. Birch St.	Soa Kang	Grease container/separator in rear of kitchen	(714) 255-0090	covid	3/18/2021	3/21/2022	3/14/2023	2/15/2024
1	Farmer Boys	500 W. Lambert Rd.	Orbelin Samano	grease container in kitchen	(714) 990-2424	covid	3/15/2021	3/1/2022	3/2/2023	2/6/2024
1	Coco's Bakery Restaurant	1250 E. Imperial Hwy.	Allen McCarthy	Grease outside	(714) 990-0671	covid	3/10/2021	3/10/2022	2/27/2023	2/27/2024
1	The Hat	1210 E. Imperial Hwy.	David Martinez	grease container & interceptor	(714) 257-9500	covid	3/29/2021	3/2/2022	3/20/2023	2/21/2024
1	Whole Foods Market	3301 Imperial Highway	Jesus Rodriguez	grease container in loading dock area		covid	3/25/2021	3/1/2022	2/27/2023	2/13/2024
1	Green Tomato Grill	796 N Brea Blvd #116	Maria Valdez	Grease container inside kitchen	714-532-1220	covid	3/18/2021	3/14/2022	2/23/2023	2/14/2024
1	Mothers Market & Kitchen	413 S Associated	Alondra Meneses	grease interceptor	714-990-6667	covid	3/18/2021	3/3/2022	2/23/2023	2/6/2024
1	Urban Plates LLC	3413 E Imperial Highway	Angela Padilla	grease interceptor	714-462-9885	covid	3/15/2021	3/3/2022	3/9/2023	2/7/2024
1	PK Burgers	3320 E. Imperial Hwy.	Jerry Koong	Grease container inside kitchen	(714) 528-0141	covid	3/1/2021	3/8/2022	2/27/2023	2/13/2024

Folder Month	Restaurant	Address	POC	Grease Storage	Phone #	YR 2020	YR 2021	YR 2022	YR 2023	YR 2024
1	IHOP	297 Randolph Ave	Charlie Barnes	Grease container inside kitchen & interceptor	714-990-4467	covid	3/1/2021	3/1/2022	3/2/2023	2/6/2024
1	Alza Osteria	131 S.Kraemer Blvd.	Adrian Tucker	grease container outside back door	(714) 990-1044	covid	3/3/2021	3/1/2022	3/14/2023	2/14/2024
1	John's Place	1201 W. Central Ave.	Maria Medina	grease container outside	714-222-4795	1/15/2020	3/3/2021	3/14/2022	2/23/2023	2/12/2024
1	Wienerschnitzel	250 E. Lambert Rd.	Guadulpe Castillo	grease container outside	(714) 529-9211	covid	3/2/2021	3/5/2022	3/20/2023	2/20/2024
1	Trattoria Brunos	210 w. Birch st.	Tim Lowenberg	grease container outside	714-257-1000	covid	3/2/2021	3/22/2022	3/22/2023	3/5/2024
1	Brea's Best Burgers	707 S. Brea Blvd.	Stefanos Zalmas	grease container outside	(714) 990-2615	covid	3/4/2021	3/7/2022	3/6/2023	2/22/2024
1	Alicia's	590 W. Central Ave.	Desire Hitchcock	grease container in kitchen	(714) 990-4700	2/5/2020	3/17/2021	3/23/2022	3/22/2023	2/14/2024
April										
1	Thai Specialty	2500 E. Imperial Hwy., Suite 128	mayuree	grease barrel outside	(714) 256-2229	1/8/2020	4/20/2021	4/14/2022	4/4/2023	3/18/2024
1	Thai 7 Bistro	215 W Birch St, Suite H	Andy xayavong		714-494-5851	NA	NA	NA	NA	3/18/2024
1	Red Lantern	746 N. Brea Blvd.	Gaoyan	grease container in rear of building	(714) 256-9068	1/15/2020	4/20/2021	4/21/2022	4/11/2023	3/18/2024

Folder Month	Restaurant	Address	POC	Grease Storage	Phone #	YR 2020	YR 2021	YR 2022	YR 2023	YR 2024
1	Capital Noodle Bar	3477 e imperial highway	Michael Tea	grease barrel in kitchen	949-678-9363	1/8/2020	4/5/2021	4/7/2022	4/11/2023	3/14/2024
1	chipotle	473 s. associated	Carlos	Grease container in kitchen	(714) 582-5619	covid	4/12/2021	3/31/2022	4/13/2023	3/21/2024
1	Rubio's	765 E. Birch St.	angeli pacheco	grease container in kitchen & interceptor	(714) 990-5809	covid	4/13/2021	4/6/2022	4/4/2023	2/24/2024
1	Shake Shack #1526 Brea	103 w imperial, Suite C		grease collector		NA	NA	NA	NA	NA
1	L&L Hawaiian Barbeque	2445 E. Imperial Hwy, Suite C	Manir	shared service by property management	(714) 990-8999	1/8/2020	4/14/2021	4/12/2022	4/12/2023	3/13/2024
1	in-n-out burger	1130 e imperial highway	Patty Olivares		626-813-7324	NA	NA	4/5/2022	4/10/2023	3/4/2024
1	Old Brea Chop House	180 s brea blvd Suite C	masa ose	2 Grease containers in kitchen and grease interceptor invoice goes to improv	714-206-1255	NA	4/21/2021	4/4/2022	4/17/2023	4/2/2024

Folder Month	Restaurant	Address	POC	Grease Storage	Phone #	YR 2020	YR 2021	YR 2022	YR 2023	YR 2024
1	the flame broiler	275 W birch	luis	shared service by property management		covid	3/27/2021	4/6/2022	4/5/2023	3/18/2024
1	On The Hook	2445 Imperial Hwy., Suite M	Kat Brookshear	grease contain in kitchen	714-671-5886	covid	4/12/2021	4/11/2022	4/3/2023	3/26/2024
1	Maui Hawaiian BBQ	105 W. Imperial Hwy.	Lenard	grease container outside in dumpster area	(714) 255-1288	covid	4/14/2021	4/18/2022	4/5/2023	3/25/2024
1	The Wet Burrito	1235 W. Central Ave.	Juan flores	grease barrel in rear/dumpster	714-990-6284	covid	4/6/2021	4/12/2022	4/3/2023	3/25/2024
1	express wok	1285 w. central ave.	Liying	grease container outside		covid	4/19/2021	4/7/2022	4/10/2023	3/27/2024
1	Pepe's	655 S. Brea Blvd.	Breecia Dicroce	grease container outside in dumpster area	(714) 257-7373	2/4/2020	4/8/2021	3/31/2022	3/28/2023	3/7/2024
1	Kenkotsu Ramen	2445 e imperial hwy, Unit K	Chan		626-586-9489	NA	NA	NA	3/30/2023	3/25/2024
1	Mendocino Farms	3317 E Imperial Highway	Taylor Fee	spray on only	714-924-7100	covid	4/7/2021	4/5/2022	3/29/2023	3/25/2024
1	The Kebab Shop	3405 E Imperial Highway Bldg F	Fred Rajab		858-337-0736	NA	NA	NA	NA	NA
1	The Phoenix Club German Association in Orange County, Inc	385 W. Central Ave, Unit D	Linda Kriesant, VP Ops		714-504-7487	NA	NA	NA	NA	4/24/2024

Folder Month	Restaurant	Address	POC	Grease Storage	Phone #	YR 2020	YR 2021	YR 2022	YR 2023	YR 2024
1	Kimmie's Coffee	770 S. Brea Blvd.	Carissa schults	grease container in kitchen	(714) 529-4022	covid	4/5/2021	4/5/2022	3/29/2023	3/14/2024
MAY										
1	Super Juicy Dumpling	2445 E. Imperial Hwy, Suite A	Li	grease container in kitchen & grease trap	(714) 928-7666	2/5/2020	5/17/2021	1/19/22 & 1/26/22	5/10/2023	4/15/2024
1	California Fish Grill	419 S. Associated Rd.	laura hermosio	grease container in kitchen	(714) 525-5809	2/5/2020	5/3/2021	5/3/2022	4/27/2023	4/8/2024
1	Shakey's	330 Brea Blvd.	Mohammad	grease container in kitchen	(714) 671-3949	2/5/2020	5/12/2021	5/17/2022	4/27/2023	4/16/2024
1	La Puerta Tacos	171 S. Kraemer Blvd.	Dianna	grease container outside (rear of building)	714-717-1463	2/4/2020	5/11/2021	5/9/2022	5/1/2023	4/9/2024
1	Oki Poki Roll & Sushi	724 N. Brea Blvd.	Justin	grease container outside (rear of building)	(714) 255-1178	2/5/2020	5/17/2021	5/17/2022	4/25/2023	4/16/2024
1	Bruxie	215 W. Birch St.	reid	grease container in back of kitchen	714-255-1188	2/4/2020	5/11/2021	5/3/2022	4/24/2023	4/2/2024
1	Pho Tay Bac	860 W. Imperial Hwy.	baik	grease container in kitchen	(714) 529-2162	2/5/2020	5/18/2021	5/11/2022	4/20/2023	4/8/2024

Folder Month	Restaurant	Address	POC	Grease Storage	Phone #	YR 2020	YR 2021	YR 2022	YR 2023	YR 2024
1	Ichiban	1015 E. Imperial Hwy.	masako	grease container outside in shed	714-801-1177	COVID	5/27/2021	5/25/2022	5/23/2023	5/7/2024
1	Pho Ha Vietnamese Restaurant	1619 E. Imperial Hwy.	diana	grease container in kitchen	(714) 255-9899	COVID	5/3/2021	4/25/2022	5/1/2023	4/8/2024
1	J Sushi Brea	932 E imperial hwy	sang han	grease container in kitchen	213-713-2001	COVID	5/20/2021	5/10/2022	4/19/2023	4/4/2024
1	T.J. Sandwich	831 W. Lambert Rd.	Jesus	grease container in kitchen	909-236-1379	COVID	5/10/2021	5/2/2022	4/17/2023	4/1/2024
1	Fire Wings	985 E Birch St, Suite D	Mickey Duong		714-430-0083	NA	NA	5/16/2022	4/17/2023	4/29/2024
1	Macallans Public House	330 W Birch Streets	Tammy Vincent		949-899-7661	NA	NA	4/28/2022	4/20/2023	4/15/2024
1	Paris Baguette Brea	730 E. Imperial Highway, Unit A	Luke Lee		714-213-5936	NA	NA	5/2/2022	4/19/2023	4/3/2024
1	Pita Grill	2445 East Imperial Highway, Unit F	Konstantine Marougas		562-440-3500	NA	NA	NA	NA	3/28/2024
1	FOGO de Chao	311 South State College Blvd	Vitor Melchior	interceptor	323-381-9096	NA	NA	NA	NA	2/26/2024
1	CAVA	103 W Imperial Highway #103B	Gemiliano Pili		347-369-4369	NA	NA	NA	NA	5/16/2024

Folder Month	Restaurant	Address	POC	Grease Storage	Phone #	YR 2020	YR 2021	YR 2022	YR 2023	YR 2024
1	Bafang Dumpling	1065 Brea Mall, #2153	Michael Lee		949-728-8630	NA	NA	NA	NA	4/3/2024
1	BBQ Chicken Brea	421 S Associated rd	james		626-202-3435	NA	NA	NA	5/8/2023	4/22/2024
JUNE										
1	Chick Fil-A	1647 e imperial highway	gwenoly contreras		714-674-0233	2/4/2020	6/3/2021	6/9/2022	5/16/2023	5/14/2024
1	Sushi Box	1281 w central ave	sesik park		213-255-1284	NA	NA	NA	NA	NA
1	burger King (inside walmart) #25904	2595 E Imperial Highway	anna vasquez	container		covid	6/29/2021	5/26/2022	5/11/2023	5/23/2024
1	Sbarro	2165 Brea Mall, #N	jesus	no fryers		covid	6/16/2021	6/13/2022	6/21/2023	6/10/2024
1	Charley's Cheesesteak	1065 Brea Mall, #2164	raymond pesqueira	shared brea mall		covid	6/16/2021	6/6/2022	6/8/2023	6/3/2024
1	Cold Stone/Wetzels	1065 Brea Mall, #2157	karen	no fryers		covid	6/9/2021	6/21/2022	6/21/2023	6/10/2024
1	cinnabon	1065 Brea Mall, #2152	jose fernandez	shared brea mall		covid	6/16/2021	6/16/2022	6/8/2023	6/10/2024
1	Kula Revolving Sushi Bar	1065 Brea Mall, #2050A	paul chemg	shared brea mall		covid	6/10/2021	6/13/2022	5/31/2023	5/23/2024
1	chipotle	1065 Brea Mall, #2160	patricia estrada	grease container	503-490-6967	covid	6/8/2021	6/15/2022	6/8/2023	6/3/2024

Folder Month	Restaurant	Address	POC	Grease Storage	Phone #	YR 2020	YR 2021	YR 2022	YR 2023	YR 2024
1	Toast Kitchen & Bar	190 S State College	alejandral	grease containter system located near back of kitchen	562-632-9848	covid	6/7/2021	6/1/2022	5/23/2023	5/9/2024
1	Lollicup	1065 Brea Mall, #2163	jared	shared brea mall		covid	6/10/2021	6/15/2022	6/8/2023	6/3/2024
1	Panda Express	1065 Brea Mall, #2158	frene	shared brea mall	(714) 255-8160	2/4/2020	6/8/2021	6/21/2022	6/8/2023	6/3/2024
1	Nordstrom Café	500 Brea Mall Way	Sean Miller	grease container	(714) 529-0123	2/4/2020	6/7/2021	6/14/2022	5/18/2023	6/15/2024
1	Embassy Suites	900 E. Birch St.	zefirino laguna	container	(714) 990-6000	2/5/2020	6/28/2021	6/7/2022	5/30/2023	5/29/2024
1	Gengis Khan	1065 Brea Mall, #2167	william	shared brea mall	(714) 256-8338	2/4/2020	6/17/2021	6/13/2022	6/8/2023	6/10/2024
1	Cabo Grill	301 N Brea Blvd	carlos		714-805-5135	NA	NA	6/30/2022	6/21/2023	6/13/2024
1	Buca Di Beppo	1609 E Imperial Highway	albert valadez			NA	NA	6/6/2022	6/1/2023	5/28/2024
1	Taqueria De Anda	2435 E Imperial Highway, Unit D	ivan luso	outside	714-743-2518	NA	NA	6/6/2022	5/23/2023	5/21/2024
1	Panda Express	101 W Imperial Highway, Unit G	jessica castareda		626-799-9898	NA	NA	6/1/2022	5/31/2023	6/4/2024
1	Tempo Cantina	1060 E Imperial Highway	danny monroy			NA	NA	6/9/2022	6/8/2023	5/30/2024
1	Julep Brea LLC	3325 e imperial highway	teresa mclain		562-632-9848	NA	NA	NA	6/21/2023	5/29/2024

Folder Month	Restaurant	Address	POC	Grease Storage	Phone #	YR	YR	YR	YR	YR
						2020	2021	2022	2023	2024
1	Chubby Sushi & Ramen	120 S brea blvd , unit 107	eric wang		626-438-4022	NA	NA	NA	5/18/2023	5/7/2024
1	Residence Inn by Marriott Anaheim Brea	180 S State College Blvd	lindsey zardilla		714-674-0050	NA	NA	NA	5/16/2023	5/9/2024
Total Rest										
110										

ATTACHMENT E

Brea As Needed CIPP Sewer Lining Repairs
T21009

Run #	Description	Key Map Page	US MH	DS MH	Length	Verified Length	Pipe Size (in.)	Laterals	Foreman	Scheduled	Liner Install Date	Trim/Post Video Date	Comments
7	503 Brea Mall	62	62-04	62-03	125	125	8	0	ADAM	2/3/2021	2/3/2021	2/3/2021	Mall Driveway
8	200 Brea Mall	62	67-26	67-27	390	390	8	0	ADAM	2/3/2021	2/3/2021	2/3/2021	Mall Driveway; Arrowboard on State College
4	625 Laurel Ave	52	52-12	52-11	250	250	8	7	ADAM	2/4/2021	2/4/2021	2/4/2021	
5	625 Laurel Ave	52	52-11	52-10	125	125	8	2	ADAM	2/4/2021	2/4/2021	2/4/2021	
6	629 Poplar Ave	52	52-15	52-14	170	170	8	5	ADAM	2/4/2021	2/4/2021	2/4/2021	
1	693 Magnolia Ave	40	40-38	40-36	144	144	8	2	TIM	2/4/2021	2/4/2021	2/4/2021	
2	112 Laurel Ave	49	49-13	49-13A	100	100	8	3	NOE	2/4/2021	2/4/2021	2/4/2021	
3	415 E. Elm St	51	51-02	39-32	173	173	8	3	TIM	2/4/2021	2/4/2021	2/4/2021	
14	423 Berry Way	35	35-16	35-19	233	233	8	0	ADAM	2/10/2021	2/10/2021	2/10/2021	
15	423 Berry Way	35	35-19	36-24	394	394	8	3	ADAM	2/10/2021	2/10/2021	2/10/2021	Arrowboard @ DS
20	693 Magnolia Ave	40	40-39	40-38	200	200	8	0	ADAM	2/11/2021	2/11/2021	2/11/2021	Backyard Easement; Extra Guy Needed
25	160 Olinda Dr	167	167-04	167-05	130	130	8	1	ADAM	2/11/2021	2/11/2021	2/11/2021	Backyard Easement; Extra Guy Needed
26	160 Olinda Dr	167	167-05	166-33	100	100	8	0	ADAM	2/11/2021	2/11/2021	2/11/2021	Backyard Easement; Extra Guy Needed
10	855 N. Brea Blvd	21	21-A	21-B	141	141	8	0	ADAM	2/25/2021	2/25/2021	2/25/2021	~~AMLINER~~
12	700 Mulberry Ave	27	27-27	27-26	310	310	15	1	TIM	4/8/2021	4/8/2021	4/8/2021	Near School!; Bypass to Overflow; (2) Extra Guys
13	700 Mulberry Ave	27	27-26	27-25	40	40	15	0	TIM	4/8/2021	4/8/2021	4/8/2021	Near School!; (2) Extra Guys
9	1327 Strattford Street	10	31-08	31-10	213	213	8	0	ADAM	4/22/2021	4/22/2021	4/22/2021	Ductile Iron - Single Pass w/ LJ; Arrowboard; (2) Extra Guys
17	319 W Lambert Rd	36	36-34	36-33	100	102	8	0	ADAM	10/18/2021	10/18/2021	10/18/2021	One Arrowboard
18	319 W Lambert Rd	36	36-33	36-32	68	75	8	0	ADAM	10/18/2021	10/18/2021	10/18/2021	One Arrowboard Single pass with Lumberjack
19	216 Valencia St	39	39-11	39-10	180	180	6	8	ADAM	10/19/2021	10/19/2021	10/19/2021	Need Apt Water Shut Off!; Grind Protruder?
24	345 Oak Place	60	60-03	60-02	507	507	8	3	LEVI	11/14/2021	11/14/2021	11/14/2021	SUNDAY ONLY; Business Easement; Extra Guy; 1 Week Notice
11	1150 W. Central Ave	22	22-16	10-37	124	127	8	0	LEVI	11/14/2021	11/14/2021	11/14/2021	SUNDAY; (2) Pumper Trucks; Extra Guy
~~22~~	~~346 Sycamore Ave~~	~~51~~	~~C/O~~	~~51-07~~	~~270~~	~~271~~	~~8~~	~~11~~	~~NOE~~				~~Backyard Easement! Extra Guy; Need C/O Removed/Replaced~~
~~23~~	~~406 Pine Ave~~	~~51~~	~~STUB~~	~~51-26~~	~~110~~	~~133~~	~~6~~	~~3~~	~~NOE~~				~~Can't line full length with Stub. Need Access. 115', 120' OS; Lateral @ 10' may not be visible by Cutter/Camera~~
~~16~~	~~319 W Lambert Rd~~	~~36~~	~~36-35~~	~~36-34~~	~~72~~	~~75~~	~~8~~	~~2~~	~~NOE~~	~~N/A~~			~~Not Lineable with Main Drop/Bend. Concrete in US MH Channel, Camera can't fitl. 6' Deep, Shaft only no Man Entry~~
~~21~~	~~693 Magnolia Ave~~	~~40~~	~~C/O~~	~~40-40~~	~~144~~	~~146~~	~~8~~	~~4~~	~~NOE~~				~~Need C/O Removed/Replaced for Lining!~~

Brea As Needed CIPP Sewer Lining Repairs
T23101

Run #	Description	Key Map Page	US MH	US Depth	DS MH	DS Depth	Pipe Size (in.)	Verified Pipe Size (in.)	Length	Verified Length	Verified Laterals	Clean and TV Date	Scheduled Date	Liner Install Date	Trim/Post Video Date	Foreman Notes
1	602 Archwood Ave	10	10-20	10	10-19	10	8	8	218	214	8	12/4/2023	3/18/2024	3/18/2024	3/18/2024	NEAR SCHOOL!!! Install as a DOUBLE with #2. Plug and release. TC for #2 Close Left Turn Pocket & No Left Turn on Archwood Ave.
2	557 Archwood Ave	10	10-19	10	10-04	15	8	8	203	202	2	12/4/2023	3/18/2024	3/18/2024	3/18/2024	NEAR SCHOOL!!! Drop Connection at DS
21	Laurel Easement	51	51-23	?	51-22	15	8	8	271	271	?	1/29/2024	3/19/2024	3/19/2024	3/22/2024	Couldn't complete CCTV due to protruding laterals and no access to the Upstream Manhole; EASEMENT; SCHWALM
22	Laurel Easement	51	51-22	15	52-46	18	8	8	350	347	6	1/29/2024	3/19/2024	3/19/2024	3/22/2024	DS Drop Manhole; LJ Protruder @ 238 from DS; EASEMENT
24	331 Cliffwood Park St	60	60-02	10	60-01	10	8	8	501	490	4	1/29/2024	3/20/2024	3/20/2024	3/20/2024	Need to run Bypass; Company needs to move stuff away from Upstream Manhole for truck access
25	E Birch St and N Kraemer Blvd	69/70	69-A	15	69-B	12	8	8	277	277	1	1/29/2024	3/21/2024	3/21/2024	3/21/2024	Take (2) Northbound lanes on Kraemer for Downstream manhole; Plug; Single Shot.
26	E Birch St and N Kraemer Blvd	69/70	69-B	12	69-C	10	8	8	350	345	1	1/29/2024	3/21/2024	3/21/2024	3/21/2024	4am Start due to Business Drive approach blocking and heavy lateral usage; Single Lane Closure; Single Shot.
23	806 E Alder St	52	52-10	9	52-09	15	8	8	132	132	4	1/29/2024	3/21/2024	3/21/2024	3/21/2024	Double Bypass
31	931 Lantana Ave	38A	2	8	1	8		30	-	240	1	4/16/2024	5/13/2024	5/13/2024	5/13/2024	Lateral needs man entry to reinstate - Will wrinkle due to CMP and condition of pipe - Can't clean anymore.
30	931 Lantana Ave	38A	3	8	2	8	-	20	-	45	0	4/16/2024	5/14/2024	5/14/2024	5/14/2024	Will wrinkle due to CMP and condition of pipe - Can't clean anymore.
14	Valencia Ave and Lambert Rd	41/57	41-H	13	41-I	14	8	8	300	296	0	12/6/2023	5/30/2024	5/30/2024	5/30/2024	NEEDS BYPASS FOR LUMBERJACK AND VACTOR; Clean a separate day before install; Shoot as a DOUBLE with Run #15
29	901 Larchwood Drive	29C	57	8	56	8	-	35x21	-	48	0	4/16/2024	5/31/2024	5/31/2024	5/31/2024	Need Baskets in Both Catch Basins removed to install CIPP Liner - Will wrinkle due to CMP and condition of pipe - Can't clean anymore.
15	Valencia Ave and Lambert Rd	41/57	41-I	15	41-J	16	8	8	300	294	0	9/16/2024	9/16/2024	9/16/2024	9/16/2024	NEEDS BYPASS FOR LUMBERJACK
									2602							
MOVE TO NEXT FISCAL YEAR																
5	328 Catalpa Ave	65	26-20	8	26-20A	10	8	8	?	20?	0	1/30/2024				Need to confirm length of this added seciton. Possible Lumberjack.
5A	328 Catalpa Ave	65	26-20A	8	26-21	10	8	8	144	144	1	1/30/2024				Caltrans? Need to take slow and middle lanes for Bypass hose. Early start at 5am due to business lateral; Possible Lumberjack.
18	127 Laurel Ave	49	49-13A	5	49-12	3	8	8	50	49	2	1/29/2024				Cast Iron, Single Pass with LJ; Shoot as a DOUBLE with Run #19
19	127 Laurel Ave	49	49-12	3	49-12A	6	8	8	216	215	14	1/29/2024				Sags, Bypass Possible, Single Pass with LJ; Shoot as DOUBLE with Run #18
20	167 Laurel Ave	49	49-12A	6	49-11	12	8	8	114	116	7	1/29/2024				Sags, Bypass Possible, 1-2 Sweeper Passes, Single Lane Closure on Birch; How to Bypass? Trenched? Ramps?
9	116 W Fir St	40	C/O	6	40-05	6	8	8	150	150	2	12/6/2023	TBD			C/O Needs to be removed because lateral is 3' from C/O?; Schwalm?; Broken Pipe and Lateral @ 85' and 86'; Shoot as DOUBLE with Run #10
10	120 W Fir St	40	40-05	6	40-04	7	8	8	55	57	0	12/6/2023	TBD			Early Start at 5am due to laterals; Shoot as DOUBLE with Run #9
27	Kraemer Blvd and Lambert	85	85-23	7	85-24	10	8	8	132	134	1	1/30/2024	TBD			How to Bypass? Trenched? Ramps?
28	Kraemer Blvd and Lambert	85	85-24	10	85-25	10	8	8	280	281	0	1/30/2024	TBD			How to Bypass? Trenched? Ramps?

Brea As Needed CIPP Sewer Lining Repairs
T23101

Run #	Description	Key Map Page	US MH	US Depth	DS MH	DS Depth	Pipe Size (in.)	Verified Pipe Size (in.)	Length	Verified Length	Verified Laterals	Clean and TV Date	Foreman Notes (Bypass Needs, Traffic Needs, Etc.)
1	328 Catalpa Ave	65	26-20	8	26-20A	10	8		20?				
2	328 Catalpa Ave	65	26-20A	8	26-21	10	8		144				
3	127 Laurel Ave	49	49-13A	5	49-12	3	8		50				Triple Shot; Close Slow Lane on Birch, No Right from Laurel, Close EB turn pocket on Birch
4	127 Laurel Ave	49	49-12	3	49-12A	6	8		216				Triple Shot; Close Slow Lane on Birch, No Right from Laurel, Close EB turn pocket on Birch
5	167 Laurel Ave	49	49-12A	6	49-11	12	8		114				Triple Shot; Close Slow Lane on Birch, No Right from Laurel, Close EB turn pocket on Birch; DS MH is surcharging - need City to clean lines below to relieve surcharging
6	116 W Fir St	40	C/O	6	40-05	6	8		150				
7	120 W Fir St	40	40-05	6	40-04	7	8		55				
8	Kraemer Blvd and Lambert	85	85-23	7	85-24	10	8		132				NIGHT Double Shot; Need Coordination from City and Fire Station; Need Pumper Trucks for Bypass at additional cost; Close 2 WB Turn Pockets; Close EB Fast Lane
9	Kraemer Blvd and Lambert	85	85-24	10	85-25	10	8		280				NIGHT Double Shot; Need Coordination from City and Fire Station; Need Pumper Trucks for Bypass at additional cost; Close 2 WB Turn Pockets; Close EB Fast Lane
11	336 1/2 S Orange Ave		B-11-03A		B-11-02		8		?				NIGHT shot due to Busiensses; DS is on Imperial Highway; Close EB Left Turn Pocket
	Easement Storm Drain												NEED MAP FOR STORM DRAIN

REMOVED

~~10~~	~~336 1/2 S Orange Ave~~		~~B-11-03~~		~~B-11-03A~~		~~8~~		~~?~~				~~(2) Broken Laterals Need to be repaired prior to lining~~

Brea As Needed CIPP Sewer Lining Repairs
T21009

Liner Shot #	Description	Key Map Page	US MH	US Depth	DS MH	DS Depth	Pipe Size (in.)	Verified Pipe Size (in.)	Length	Verified Length	Verified Laterals	Cost at Unit Price	Additional Labor Required (at $250 per Man Hour based on 10 Hours)	Extra Man Hours	Robotic Sewer Solutions	Outside Traffic Control	Trenched Bypass?	15% Mark Up On Subcontractor	Foreman	Clean and TV Date	Scheduled Date	Liner Install Date	Trim/Post Video Date	Comments
CCTV	Preliminary CCTV	-	-	-	-	-	-	-	-	-	-	-	$ 8,250.00	33	-	-	-	-	NOE	10/17/2022	-	-	-	Preliminary CCTV
CCTV	Preliminary CCTV	-	-	-	-	-	-	-	-	-	-	-	$ 7,250.00	29	-	-	-	-	NOE	10/18/2022	-	-	-	Preliminary CCTV
1	700 Jasmine Drive	26	26-38	12	26-37	10	8	8	533	532	11	$ 16,609.04	-	-	-	-	-	-	BRIAN	10/17/2022	10/31/2022	10/31/2022	11/7/2022	
2	807 Lime Street	26	26-32	5	26-31	5	6	6	498	495	15	$ 14,884.65	-	-	-	-	-	-	NOE	10/17/2022	11/1/2022	11/1/2022	11/1/2022	School within 300'
3	900 Ethelinda Way	19	19-18	7	19-17	8	8	8	206	206	3	$ 6,431.32	-	-	-	-	-	-	NOE	10/17/2022	11/2/2022	11/2/2022	11/2/2022	
4	401 Tolbert Street	112	112-12	11	112-11	11	8	8	126	126	2	$ 3,933.72	-	-	-	-	-	-	NOE	10/17/2022	11/2/2022	11/2/2022	11/2/2022	
5	869 Cocao Place	59	59-21	17	59-19	17	8	8	225	225	0	$ 7,024.50	$ 1,875.00	7.5	-	-	-	-	NOE	10/17/2022	11/7/2022	11/7/2022	11/7/2022	(1) Extra Guy needed at DS MH
	520 Balsa Ave	59	59-19	17	59-18	17	8	8	54	54	0	$ 1,685.88	-	-	-	-	-	-	NOE	10/17/2022	11/7/2022	11/7/2022	11/7/2022	
	511 Balsa Ave	59	59-18	17	59-17	14	8	8	219	219	1	$ 6,837.18	$ 1,875.00	7.5	-	-	-	-	NOE	10/17/2022	11/7/2022	11/7/2022	11/7/2022	(1) Extra Guy needed at DS MH
6	405 Pine Street Easement	51	51-25	4	51-24	5	8	8	270	274	5	$ 8,554.28	$ 3,750.00	15	-	-	-	-	NOE	10/17/2022	11/8/2022	11/8/2022	11/8/2022	(2) Extra Guys needed to hand carry liner and Easement Equipment; Existing Top Hat will be Damaged
7	3185 East Date Street	112	112-03	5	112-02	7	8	8	180	180	2	$ 5,619.60	$ 4,250.00	17	-	-	-	-	NOE	10/18/2022	11/9/2022	11/9/2022	11/9/2022	(2) Extra Guys to slow Traffic and Flag Bypass RAMP Across Valencia; Rumble Strips before Ramp
8	2103 Treeridge Circle Easement	72	72-21	5	72-23	8	8	8	273	273	0	$ 8,523.06	$ 1,000.00	4	-	-	-	-	NOE	10/18/2022	11/14/2022	11/14/2022	11/14/2022	Walking Path Easement, (1) Extra Guy needed to hand carry liner, Bypass
9	2101 Wildflower Circle Easement	72	72-23	8	72-24	9	8	8	212	212	0	$ 6,618.64	$ 1,000.00	4	-	-	-	-	NOE	10/18/2022	11/14/2022	11/14/2022	11/14/2022	Walking Path Easement, (1) Extra Guy needed to hand carry liner, Bypass
10	258 Trailview Circle Easement	72	72-24	9	72-25	10	8	8	188	147	0	$ 4,589.34	$ 812.50	3.25	-	-	-	-	LEVI	10/18/2022	11/21/2022	11/21/2022	11/21/2022	Walking Path Easement, (1) Extra Guy needed to hand carry liner, Bypass
11	2051 Fallingleaf Circle	72	72-25	10	72-26	11	8	8	264	264	0	$ 8,242.08	$ 812.50	3.25	-	-	-	-	LEVI	10/18/2022	11/21/2022	11/21/2022	11/21/2022	Walking Path Easement, (2) Extra Guys needed to hand carry liner, Bypass PLUS Double Sidelines Bypass
12	2015 Arbor Circle	72	72-26	11	73-00	8	8	8	179	179	0	$ 5,588.38	$ 2,375.00	9.5	-	-	-	-	LEVI	10/18/2022	11/22/2022	11/22/2022	11/22/2022	Walking Path Easement, (2) Extra Guys needed to hand carry liner, Bypass PLUS Double Sidelines Bypass; (2) Extra Guys to SHUT DOWN ASSOCIATED and SET DETOUR
13	Imperial Highway	113	113-23A	10	113-23	10	8	8	70	71	0	$ 2,216.62	-	-	-	-	-	-	LEVI	10/18/2022	11/23/2022	11/23/2022	11/23/2022	Bypass into nearby Lift Station
	Imperial Highway	113	113-23	10	113-30	10	8	8	25	26	0	$ 811.72	-	-	-	-	-	-	LEVI	10/18/2022	11/23/2022	11/23/2022	11/23/2022	Bypass into nearby Lift Station; Single Lane Closure on Imperial to be provided by the City (Caltrans); Sideline Bypass
	Imperial Highway	113	113-30	10	113-22	10	8	8	136	136	0	$ 4,245.92	-	-	-	-	-	-	LEVI	10/18/2022	11/23/2022	11/23/2022	11/23/2022	Bypass into nearby Lift Station; Single Lane Closure on Imperial to be provided by the City (Caltrans)
	Imperial Highway to 3570 E Elm St	113	113-22	10	113-21	10	8	8	14	15	0	$ 468.30	-	-	-	-	-	-	LEVI	10/18/2022	11/23/2022	11/23/2022	11/23/2022	Bypass into nearby Lift Station; DS is in Driveway; Single Lane Closure on Imperial to be priovded by the City (Caltrans); Open City Gate for Sideline Bypass - Extra Guy Needed
~~14~~	~~406 Pine Street~~	~~51~~	~~CAP~~	~~5~~	~~51-25~~	-	~~6~~	~~6~~		~~133~~	~~2~~	-	-	-	~~$ 3,300.00~~	-	-	~~$ 495.00~~	~~RSS~~	~~10/17/2022~~	-	-	-	~~Spot Patch @ 77' to be performed by Subcontractor at Cost +15%~~
											TOTALS:	**$ 112,884.23**	**$ 33,250.00**										

# of Anticipated Shifts Needed to Complete	Description	Key Map Page	-	US Depth	-	DS Depth	-	-	-	-	-	Cost for Manhole Rehab (up to 15' Depth)	-	-	-	Outside Traffic Control	-	15% Mark Up on Subcontractor	Foreman	Clean and TV Date	Prep Date	Spray Date	Spark Date	Comments
-	Manhole B	41	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	GILBERT	-	6/24/2021	6/24/2021	6/24/2021	Completed Last Work Order
1	Manhole C	41	-	-	-	-	-	-	-	-	-	$ 7,318.00	-	-	-	-	-	-	GILBERT	-	10/31/2022	10/31/2022	10/31/2022	Single Lane Arrowboard Closure on Valencia Ave; 9am to 3pm work hours
1	Manhole I	41	-	-	-	-	-	-	-	-	-	$ 7,318.00	-	-	-	-	-	-	DAN	-	11/1/2022	11/1/2022	11/1/2022	Single Lane Arrowboard Closure on Valencia Ave; 9am to 3pm work hours
1	Manhole H	41	-	-	-	-	-	-	-	-	-	$ 7,318.00	-	-	-	-	-	-	DAN	-	11/2/2022	11/2/2022	11/2/2022	Single Lane Arrowboard Closure on Valencia Ave; 9am to 3pm work hours
1	Manhole D	41	-	-	-	-	-	-	-	-	-	$ 7,318.00	-	-	-	-	-	-	DAN	-	11/4/2022	11/21/2022	11/21/2022	Single Lane Arrowboard Closure on Valencia Ave; 9am to 3pm work hours
1	Manhole F	41	-	-	-	-	-	-	-	-	-	$ 7,318.00	-	-	-	-	-	-	GILBERT	-	11/9/2022	11/9/2022	11/21/2022	Single Lane Arrowboard Closure on Valencia Ave; 9am to 3pm work hours
1	Manhole G	41	-	-	-	-	-	-	-	-	-	$ 7,318.00	-	-	-	-	-	-	DAN	-	11/3/2022	11/3/2022	11/3/2022	Single Lane Arrowboard Closure on Valencia Ave; 9am to 3pm work hours
1	Manhole J	57	-	-	-	-	-	-	-	-	-	$ 7,318.00	-	-	-	-	-	-	DAN	-	11/14/2022	11/1/2022	11/1/2022	9am to 3pm work hours
1	Manhole E	41	-	-	-	-	-	-	-	-	-	$ 7,318.00	-	-	-	$ 2,250.00	-	$ 337.50	DAN	-	11/21/2021	11/21/2022	11/21/2022	9am to 3pm work hours
1	Manhole A	41	-	-	-		-	-	-	-	-	$ 7,318.00	-	-	-	-	-	-	MIGUEL	-	11/22/2022	11/22/2022	11/22/2022	NIGHT WORK - 4:30pm Start
											TOTALS:	**$ 65,862.00**				**$ 2,250.00**		**$ 337.50**					

Appendix H: Plan and Schedule

City of Brea
Sewer System Management Plan Update
Plan and Schedule

Element	Category / Sub-Category	Revisions / Updates to the SSMP	Status	Responsible Party	Performance Measurment Criteria	Measure Units / Status	Target Completion Date	Date Completed
ELEMENT 1 - SEWER SYSTEM MANAGEMENT PLAN GOAL AND INTRODUCTION								
1.1	Regulatory Context	Update the description of the City's collection system.		Utilities Superintendent	Annually		Jun-26	
		Include a summary of the assets owned and maintained.			Annually			
		Include copy of latest system map (Figure 3-1 in Master Plan)			Annually			
1.2	Sewer System Management Plan Update Schedule	Develop a schedule for updating the elements of the SSMP.	Ongoing	Utilities Superintendent				
		Develop schedule for conducting the internal audits.	Ongoing		Annually		Jun-26	
		Develop schedule for developing metrics for the maintenance and management of the collection system.					Sep-25	
1.3	Asset Overview	Include information on the following items:		Utilities Supervisor				
		Data management systems;	Pending				Pending	
		Estimated number or percent of residential, commercial, and industrial service connections.					Dec-25	
		Unique service boundary conditions and challenge(s).					Dec-25	
ELEMENT 2 - ORGANIZATION								
		SSO Reporting Procedures Flow Chart		Utilities Supervisor			Sep-25	
		Responsible Party's Name, Telephone / After Hours or Cell Phone						
		Update Table 2-1, SSMP Responsibility Summary (2021 Audit), as appropriate						
		Include email addresses for each position included in the organization chart						
ELEMENT 4 - OPERATION AND MAINTNEANCE PROGRAM								
4.1	Updated Map of the Sanitary Sewer System	Continue to maintain current map of the wastewater collection system and include the stormwater conveyance facilities that are located within the sewer system service area boundary.		Utiliites Supervisor			Dec-25	
		Confirm map shows location of drop manholes and valves.						
		Include the procedure for maintaining the system map up-to date.						
		Include measures for providing State and Regional Water Board staff access to the collection system map(s).						
4.2	Preventive Operation and Maintenance Activities	Include description of target metrics (cleaning, inspections)		Utilities Supervisor			Dec-25	
		Review CCTV information collected for 2021 Master Plan and develop priority list of projects.						
		Include description of system cleaning activities Approx. LF cleaned and/or inspected (daily, quarterly, etc.) Pipelines - documetation process Manholes - frequency - documentation process					Sep-25	
		Investigate and identify software to facilitate scheduling and documentation of O&M activities.	Pending				Pending	
		Include description of inspection and assessment activities Approx. LF CCTV'd (daily, quarterly, etc.) Pipelines - documetation process - assessment process Manholes - frequency - documentation process - assessment process					Sep-25	
		Revisit and update CCTV inspection schedule. As structural deficiency mitigation projects are implemented, their condition and follow-up CCTV inspection schedule should be reclassified.					Mar-26	
		Update list of facility inventory					Jun-26	

City of Brea
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		Develop Trainings for:						
		FOG Control Program		Environmental Services Coordinator			Sep-25	
		Estimation of spill volume for field operators		Utilities Supervisor			Dec-25	
4.3	Training	Electronic CIWQS reporting procedures for submitting data		Utiltities Supervisor			Dec-25	
		Importance of following safety policies and procedures					Dec-25	
		Procedures for tracking and documenting all job-related information					Dec-25	
4.4	Equipment Inventory	Update the list of equipment / materials that are kept on hand including critical equipment and spare parts. (Appendix K of the 2016 SSMP)	Biannually	Utiltities Supervisor			Dec-25	
		Include contact information of vendors from which purchases are made.	Biannually				Dec-25	
		Include information about contracts in place for contractors to respond in the event of an emergency.	Biannually				Mar-26	
ELEMENT 5 - DESIGN AND PEFORMANCE PROVISIONS								
5.1	Updated Design Criteria and Construction Standards and Specifications	Include / address acceptable rehabilitation options for pipelines and manholes using various lining and coating methods.	**Pending**	City Engineer			**Pending**	
		Update the Sewer Design Standard Plans and Specifications document to align with the criteria outlined in the 2021 Master Plan.	**Pending**				**Pending**	
		A list of commonly used and City approved materials for repairs and rehabilitation options.	**Pending**				**Pending**	
5.2	Procedures and Standards	Include / address acceptable methods for inspecting and testing the pipes and/or manholes that have been rehabilitated.	**Pending**				**Pending**	
ELEMENT 6 - SPILL EMERGENCY RESPONSE PLAN								
6	Spill Emergency Response Plan	Process to ensure that appropriate staff and contractors implement the Spill Emergency Response Plan and are appropriately trained.		Utilities Supervisor			Sep-25	
		Process to document and track field training exercises / drills of SSO response.						
ELEMENT 7 - SEWER PIPE BLOCKAGE CONTROL PROGRAM								
7	Sewer Pipe Blockage Control Program	Develop / document the following procedures:						
		Update its HFML list and corresponding GIS shapefile, annually at minimum.	Annually	Utilities Supervisor			Jun-26	
ELEMENT 8 - SYSTEM EVALUATION, CAPACITY ASSURANCE, AND CAPITAL IMPROVEMENTS								
8.1	System Evaluation and Condition Assessment	Identify and justify the amount (percentage) of its system for its condition to be assessed each year;		Utilities Superintendent			Sep-25	
		Prioritize O&M activities of system areas, where applicable, that:						
		Hold a high level of environmental consequences if vulnerable to collapse, failure, blockage, capacity issues, or other system deficiencies;		Utilities Supervisor			Dec-25	
		Are located in or within the vicinity of surface waters, steep terrain, high groundwater elevations, and environmentally sensitive areas;		Utilities Supervisor			Dec-25	
		Area within the vicinity of a receiving water with a bacterial-related impairment on the most current Clean Water Act section 303(d) List;		Utilities Supervisor			Dec-25	
		Update the City's existing Sewer Design Standard Plans and Specifications such that there is consistency with the 2021 Master Plan.	**Pending**	City Engineer			**Pending**	
		Reevaluate the City's sewer budget to determine if there is sufficient funding for the CIP that was developed as part of the 2021 Sewer Master Plan.	**Pending**	City Engineer			**Pending**	
		Identify system assets vulnerable to direct and indirect impacts of climate change: sea level rise; flooding and/or erosion due to increased storm volumes, frequency, and/or intensity; wildfires; and increased power disruptions.		Utilities Supervisor			Dec-25	

City of Brea
Sewer System Management Plan Update
Plan and Schedule

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8.1	System Evaluation and Condition Assessment	If applicable, discuss areas of the system that experience I/I in response to storm events, flooding.					Sep-25	
		Identify / discuss assets that may be subject to scour.					Sep-25	
		Prioritize O&M activities for assets vulnerable to direct / indirect impacts of flooding, erosion, etc.					Sep-25	
8.3	Prioritize Corrective Action	Discuss / present process for prioritizing and implementing projects.						
8.4	Capital Improvement Plan	Include discussion about / reference to CIP projects and schedule(s) for:						
		Capacity and condition related projects	Ongoing	Utilities Supervisor			Mar-26	
		Lift Station improvements	Ongoing				Mar-26	
		Include discussion on sources of funding.	Ongoing				Mar-26	
		Include discussion describing internal collaborative coordination between operation and maintenance staff and engineering staff/consultants during planning, design, and construction of capital improvement projects.	Ongoing				Mar-26	
ELEMENT 9 - MONITORING, MEASUREMENT, AND PROGRAM MODIFICAITONS								
9	Monitoring, Measurement, and Program Modifications	Update SSMP to include documentation of the following procedures:		Utilities Supervisor			Sep-25	
		Process to monitor the implementation and measure the effectiveness of each SSMP element.	Ongoing					
		Develop process to assess the success of the preventive operation and maintenance activities. May include developing performance metrics such as: • Pipe age • O&M cost/mile/year • O&M staff/100 miles • Percent of system maintained, repaired, and/or replaced each year • Total annual percent cleaned • System cleaning cycle frequency • Percent CCTV'd per year • I&I monitoring						
ELEMENT 10 - INTERNAL AUDITS								
		Deficiencies in addressing on-going spills and discharges to waters of the State.	Ongoing					
		A proposed schedule to address the deficiencies.	Ongoing					
		Maintain a log of follow up actions completed based on audit findings	Ongoing					
ELEMENT 11 - COMMUNICATION PROGRAM								
11	Communication Program	Maintain the SSMP available for public review at the City office(s) and/or on the website.	Ongoing	Utilities Supervisor			Dec-25	
		Document procedures providing opportunities for public input to SSMP element implementation and updates.	Ongoing					
		Document procedures to communicate the actual or potential occurrence of a spill and/or actual or potential discharges resulting in closures to public areas.	Ongoing					
		Document procedures to communicate the actual or potential sewer discharges entering a source of drinking water.	Ongoing					

City of Brea
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1.2	Sewer System Management Plan Update Schedule	Develop a schedule for updating the elements of the SSMP.	Ongoing	Utilities Superintendent				
		Develop schedule for conducting the internal audits.	Ongoing		Annually		Jun-26	
		Develop schedule for developing metrics for the maintenance and management of the collection system.					Sep-25	
1.3	Asset Overview	Include information on the following items:		Utilities Supervisor				
		Data management systems;	Pending				Pending	
		Estimated number or percent of residential, commercial, and industrial service connections.					Dec-25	
		Unique service boundary conditions and challenge(s).					Dec-25	
ELEMENT 2 - ORGANIZATION								
		SSO Reporting Procedures Flow Chart		Utilities Supervisor			Sep-25	
		Responsible Party's Name, Telephone / After Hours or Cell Phone						
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		Review CCTV information collected for 2021 Master Plan and develop priority list of projects.						
		Include description of system cleaning activities Approx. LF cleaned and/or inspected (daily, quarterly, etc.) Pipelines - documetation process Manholes - frequency - documentation process					Sep-25	
		Investigate and identify software to facilitate scheduling and documentation of O&M activities.	Pending				Pending	
		Include description of inspection and assessment activities Approx. LF CCTV'd (daily, quarterly, etc.) Pipelines - documetation process - assessment process Manholes - frequency - documentation process - assessment process					Sep-25	
		Revisit and update CCTV inspection schedule. As structural deficiency mitigation projects are implemented, their condition and follow-up CCTV inspection schedule should be reclassified.					Mar-26	
		Update list of facility inventory					Jun-26	
4.3	Training	Update the list of the trainings provided.	Ongoing				Ongoing	
		Develop Trainings for:						
		FOG Control Program		Environmental Services Coordinator			Sep-25	
		Estimation of spill volume for field operators		Utilities Supervisor			Dec-25	

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		Are located in or within the vicinity of surface waters, steep terrain, high groundwater elevations, and environmentally sensitive areas;		Utilities Supervisor			Dec-25	
		Area within the vicinity of a receiving water with a bacterial-related impairment on the most current Clean Water Act section 303(d) List;		Utilities Supervisor			Dec-25	
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Element	Category / Sub-Category	Revisions / Updates to the SSMP	Status	Responsible Party	Performance Measurment Criteria	Measure Units / Status	Target Completion Date	Date Completed
8.1	System Evaluation and Condition Assessment	If applicable, discuss areas of the system that experience I/I in response to storm events, flooding.					Sep-25	
		Identify / discuss assets that may be subject to scour.					Sep-25	
		Prioritize O&M activities for assets vulnerable to direct / indirect impacts of flooding, erosion, etc.					Sep-25	
8.3	Prioritize Corrective Action	Discuss / present process for prioritizing and implementing projects.						
8.4	Capital Improvement Plan	Include discussion about / reference to CIP projects and schedule(s) for:						
		Capacity and condition related projects	Ongoing	Utilities Supervisor			Mar-26	
		Lift Station improvements	Ongoing				Mar-26	
		Include discussion on sources of funding.	Ongoing				Mar-26	
		Include discussion describing internal collaborative coordination between operation and maintenance staff and engineering staff/consultants during planning, design, and construction of capital improvement projects.	Ongoing				Mar-26	
ELEMENT 9 - MONITORING, MEASUREMENT, AND PROGRAM MODIFICAITONS								
9	Monitoring, Measurement, and Program Modifications	Update SSMP to include documentation of the following procedures:		Utilities Supervisor				
		Process to monitor the implementation and measure the effectiveness of each SSMP element.	Ongoing					
		Develop process to assess the success of the preventive operation and maintenance activities. May include developing performance metrics such as: • Pipe age • O&M cost/mile/year • O&M staff/100 miles • Percent of system maintained, repaired, and/or replaced each year • Total annual percent cleaned • System cleaning cycle frequency • Percent CCTV'd per year • I&I monitoring					Sep-25	
ELEMENT 10 - INTERNAL AUDITS								
		Deficiencies in addressing on-going spills and discharges to waters of the State.	Ongoing					
		A proposed schedule to address the deficiencies.	Ongoing					
		Maintain a log of follow up actions completed based on audit findings	Ongoing					
ELEMENT 11 - COMMUNICATION PROGRAM								
11	Communication Program	Maintain the SSMP available for public review at the City office(s) and/or on the website.	Ongoing	Utilities Supervisor			Dec-25	
		Document procedures providing opportunities for public input to SSMP element implementation and updates.	Ongoing					
		Document procedures to communicate the actual or potential occurrence of a spill and/or actual or potential discharges resulting in closures to public areas.	Ongoing					
		Document procedures to communicate the actual or potential sewer discharges entering a source of drinking water.	Ongoing					

CITY of BREA

City Council Regular Meeting
Communication
July 15, 2025
Item No. 4E.

Approve Amendment No. 1 with Trauma Intervention Programs

TO	PREPARED BY
Finance Committee Members	Rebecca Hart, Management Analyst
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Adam Hawley, Police Chief	Kristin Griffith, City Manager

RECOMMENDATION

1. Accept an amendment to the current agreement with Trauma Intervention Programs, which allows for up to two additional one-year extensions, each with a fixed 3% annual increase.
2. Authorize the City Manager to execute the amendment and any subsequent extensions.

BACKGROUND/DISCUSSION

The Brea Police Department has contracted with Trauma Intervention Programs (TIP) for numerous years to provide counseling services to victims of traumatic events. TIP is a non-profit group of specialized volunteers who are dispatched at the request of the Brea Police Department to provide a range of emotional and physical support services to victims and family members impacted by trauma.

The current agreement is scheduled to expire June 30, 2025. We desire to retroactively extend the term of the agreement and allow for additional extensions to be approved by the City Manager as well as adjust the compensation to include a fixed 3% annual increase for each extension period.

SUMMARY/FISCAL IMPACT

The attached amendment includes a fixed 3% annual increase in compensation for Fiscal Year 2025/2026 and for each of the two optional one-year extensions. The cost of services for each year is $5,964 (FY 25/26), $6,137 (FY 26/27), and $6,311 (FY 26/27).

Funding for TIP services has already been included in the Police Department's budget for FY 2025/2026. The 3% increase is a modest adjustment consistent with past increases and there is sufficient funding available in the Police Department's General Fund (110) budget to cover the costs. No additional appropriation is needed.

Attachments

2024-2025 Brea Contract_Fully Executed.pdf

2025-2026 Brea Amendment Signed by TIP.pdf

AGREEMENT BETWEEN CITY OF BREA
AND
TRAUMA INTERVENTION PROGRAMS, INC.

THIS AGREEMENT is made and entered into this 3rd day of June, 2024, but effective as of the **1st day of July, 2024** and referred by and between the **City of Brea**, a municipal corporation, hereinafter referred to as "City", and **Trauma Intervention Programs, Inc.**, hereinafter referred to as "TIP".

WITNESSETH:

WHEREAS, the City is desirous of TIP providing a range of emotional and practical support services to victims of traumatic events and their families; and

WHEREAS, victims of traumatic events sometimes require assistance in making arrangements for shelter, food, transportation and receiving necessary information and referral services; and

WHEREAS, TIP is a contractor which has the ability to provide such services; and

WHEREAS, the parties wish to enter into an agreement whereby TIP will furnish such services;

NOW, THEREFORE, the parties hereto mutually agree as follows:

1. SERVICES AND DUTIES

(a) TIP shall make available to the City sufficient information to enable the City to contact the appropriate TIP volunteer, including 24-hour on-call phone number, address, and names of volunteers, supervisors (when appropriate), as well as alternate or backup telephone numbers.

(b) TIP or TIP's employees and/or volunteers shall provide all vehicles and equipment necessary for the performance of this Agreement and shall be responsible for maintenance of said equipment and vehicles.

(c) TIP shall provide all trained personnel, volunteers, supplies, and equipment necessary for the efficient and effective operation of the services and programs provided for herein.

(d) Upon the request of or referral by the City, or as otherwise agreed upon, TIP personnel shall provide on-scene emotional and practical support to the victims of traumatic events and their family members (hereinafter "clients"). Said emotional and practical support services shall include but shall not be limited to providing on-scene emotional support to clients; making necessary telephone calls; making arrangements for clean-up services; notifying family, friends and others; referring to follow-up services; providing information and referral services; performing one follow-up contact to verify the client's welfare.

(e) TIP shall comply with all applicable local, state or federal laws and regulations.

(f) All persons performing services on behalf of TIP pursuant to this Agreement shall be fully and properly trained to provide the required services. All such services shall be performed with that level of skill, competence and care normally provided by similar organizations providing similar services.

(g) TIP will provide the City of Brea with annual statistics which will include # of Brea residents served,-# of services provided Brea residents, # of hours contributed by TIP volunteers, average response time and # of Brea residents who are TIP volunteers.

2. COMPENSATION FOR SERVICES

The City agrees to pay TIP a maximum amount of $ **5,790.00** for the services to be performed hereunder. The City agrees to pay annually in advance and within 30 days of receipt of an invoice from TIP, unless another method of payment is mutually agreed to in writing.

3. INDEPENDENT CONTRACTOR

In the performance of the obligations under this Agreement, it is understood and agreed that TIP is at all times acting and performing services as an independent contractor, and the City shall exercise no control or direction over the manner and means by which TIP performs its obligations under this contract, except as herein stated. All persons employed by or volunteering for TIP in the performance of TIP's services and functions shall be considered employees, volunteers and agents of TIP and no person employed by or volunteering for TIP shall be entitled to any City pension, civil service, or any status or right, nor shall he or she be deemed to be a City employee as a result of this Agreement. Additionally, all persons employed by or volunteering for TIP shall not represent themselves to be affiliated with the City of Brea.

4. INDEMNIFICATION

TIP promises and agrees to defend, protect, indemnify and save harmless the City, its officers, agents and employees, from and against any and all claims, demands and liability for damages for personal injury or property damage , including payment of reasonable attorney's fees, suffered by reason of any act or omission of TIP or TIP's employees, volunteers, agents or contractors, or by reason of any dangerous or defective condition caused or permitted by TIP or TIP's employees, volunteers, agents or contractors.

The City promises and agrees to defend, indemnify and save harmless TIP, its officers, employees, and volunteers from all claims, demands and liability for damages for personal injury or property damage suffered by reason of any act or omission of the City or the City's officers or employees, or by reason of any dangerous or defective condition caused or permitted by the City or the City's officers or employees, except where such action, omission or condition is caused by or is the result of an action, omission or request of TIP or TIP's officers, employees or volunteers, or is alleged to arise out of TIP's performance of services pursuant to, or the execution of this Agreement.

5. PROPRIETARY RIGHTS

(a) TIP is the sole and exclusive owner of all proprietary and other property rights and interests in and to the trade names and/or trademarks "Trauma Intervention Programs," "TIP, Inc." and "TIP" and all other trademarks and service marks used in connection with the TIP Program, including but not limited to all those trademarks, service marks, slogans, logos and rights residing in the banners, brochures, business cards and letterheads by which groups licensed to adopt and use said names and marks and products therefrom are known and identified (collectively, "Proprietary Marks and Indicia").

(b) TIP is the sole and exclusive owner of all materials used to operate the TIP Program in the City of Brea. These materials include but are not limited to the Operations Manual, Volunteer Training Manual and Trainers Manual. Upon termination of this Agreement, the City agrees to immediately return all manuals and materials to the Contractor.

(c) At no time shall TIP publish in any of its literature, on any website or in any other media, any logo or seal of the City of Brea, or list City's name, without City's prior written consent.

6. INSURANCE

(a) TIP shall secure and maintain throughout the contract period, and any extensions thereof, professional liability insurance, commercial liability insurance, property damage and vehicle liability insurance effective as of the effective date of this Agreement, and shall be protected from claims for damages for personal injury, including accidental death, as well as from claims for property damage which may arise from operations under this Agreement. Said insurance shall be maintained in full force and effect during the term of this Agreement or renewals or extensions thereof. Such a policy shall be for not less than $1,000,000 for injuries, including accidental death, to any one person and, subject to the same limit for each person, in an amount not less than $1,000,000 on account for any one occurrence, and $1,000,000 for property damage, and shall be placed with a company authorized to conduct business in the State of California. The City of Brea, its elected officials, officers, employees and volunteers shall be named as additional insureds on all policies and/or certificates of insurance by endorsement to each policy. Copies of all policies, endorsements or certificates shall provide for thirty (30) days written notice to the City prior to any reduction in coverage or cancellation. Such insurance coverage shall be primary and shall not require any contribution by the City or by the City's insurance carriers.

The amount of such insurance shall not be deemed a limitation of TIP's agreement to save and hold the City harmless and if the City becomes liable for an amount in excess of the insurance, TIP will save and hold the City harmless from the whole thereof.

The City reserves the right to increase the amounts of insurance coverage described hereinbefore, and to require any additional riders and provision in said policies or certificates as shall be considered necessary by the City Attorney of the City and/or the City Manager of the City consistent with the terms and conditions of this contract. TIP shall comply with said increase or other change within thirty (30) days after notice from the City.

(b) Workers' Compensation. TIP shall secure and maintain throughout the term of this Agreement, Workers' Compensation insurance covering TIP employees as prescribed by the laws of the State of California. A certificate evidencing such coverage shall be filed with the City Manager's Office. Said certificate shall provide that the City will be given at least thirty (30) days written notice prior to cancellation.

7. TERMINATION

(a) For Cause. If either party fails to perform any duties or obligations imposed on it by this Agreement and such failure continues for thirty (30) days after written notification by one party to the other, then such party will be in breach and the party providing such notice may terminate this Agreement immediately thereafter.

(b) Without Cause. Either party at any time may terminate this Agreement without cause upon the giving of forty-five (45) days prior written notice to the other of such intent to terminate at the address set out in Section 9 of this Agreement.

(c) Reimbursement of Compensation. If this Agreement is terminated prior to the end of the term set forth in Section 8, TIP shall reimburse the City a pro rata amount of any compensation paid in advance.

8. TERM

This Agreement shall continue through the **30th day of June 2025** unless earlier terminated in accordance with Section 7 provided.

9. NOTICES

Notices shall be deemed given under this Agreement when in writing and personally delivered or placed in the U.S. Mail, first class, postage prepaid, addressed as follows:

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

TIP: Trauma Intervention Programs, Inc.
13217 Jamboree Road, Suite 190
Tustin, CA 92782

10. ASSIGNMENT / AMENDMENT/ ENTIRE AGREEMENT/ NO CONTINUING WAIVER

This Agreement constitutes the entire agreement between the parties. No representation or promise not set forth herein shall be binding on either party. It may be amended only in writing signed by both parties. No waiver of any term or condition of this Agreement shall be deemed a continuing waiver hereof. This Agreement is binding upon TIP and their successors and assignees. TIP shall not assign, subcontract any required performance, or transfer its interest in this Agreement or any part thereof without the prior written consent of the City. Any such assignment shall, at the option of the City, immediately void this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their authorized officers on the day and year first above written.

CITY OF BREA

By: _____
City Manager

Date: 6-3-24

TRAUMA INTERVENTION PROGRAMS, INC.

By: _____
Mary Ellen Lowrey, Executive Director

Date: 4-15-24

AMENDMENT NO. 1

TO AGREEMENT WITH TRAUMA INTERVENTION PROGRAMS, INC.

THIS AMENDMENT NO. 1 ("Amendment No. 1") to the July 1, 2024 Agreement executed by the City of Brea, a municipal corporation ("City"), and Trauma Intervention Programs, Inc., a California corporation ("TIP"), is dated June 30, 2025_____.

A. Recitals

(i) The parties executed the Agreement to provide for various trauma intervention services to the City by TIP. The Agreement is scheduled to expire June 30, 2025.

(ii) The parties desire to retroactively extend the term of the Agreement and provide for additional extensions upon City Manager approval, and to adjust compensation for increases in the cost of living, for any extension terms.

B. Amendment

NOW, THEREFORE, City and TIP agree as follows:

1. Amendment of Section 2. Section 2 (Compensation for Services) of the Agreement is amended to read as follows:

"**2. <u>COMPENSATION FOR SERVICES</u>**

For the services required hereunder, the City agrees to pay TIP an annual lump sum amount, as follows:

(a) $5,964 for the July 1, 2025 through June 30, 2026 period.

(b) $6,137 for the July 1, 2026 through June 30, 2027 period (if the term is extended).

(c) $6,311 for the July 1, 2027 through June 30, 2028 period (if the term is extended).

The City agrees to pay annually in advance and within 30 days of receipt of an undisputed invoice from TIP, unless another method of payment is agreed to in writing."

2. Amendment of Section 8. Section 8 (Term) of the Agreement is amended to read as follows:

"**8. <u>TERM</u>**

The term of this Agreement shall be in effect through June 30, 2026, unless extended or sooner terminated as provided herein. The parties may, by written amendment, extend this Agreement for up to two, additional, one-year periods, on the same terms and conditions as set forth herein, or as otherwise agreed upon in writing. City's City Manager may execute any such amendments without further City Council authorization."

3. Effective Date. This Amendment No. 1 shall be deemed to be retroactively effective as of June 30, 2025.

4. Preservation of Agreement. Except as expressly modified herein, all terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have entered into this Amendment No. 1 as of the date first stated above.

CITY OF BREA

By: _____

Kristin Griffith, City Manager

TRAUMA INTERVENTION PROGRAMS, INC.

By: Mandy Cousson

Title: CEO

By: _____

Title: _____

CITY of BREA

City Council Regular Meeting
Communication
July 15, 2025
Item No. 4F.

Microsoft O365 Annual Licenses Renewal

TO	PREPARED BY
Honorable Mayor and City Council Members	Randy Hornsby, IT Manager
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Monica Lo, Administrative Services Director	Kristin Griffith, City Manager

RECOMMENDATION

Staff recommends that the City Council take the following action:

1. Authorize the Procurement & Contracts Administrator to issue a Purchase Order for renewing Microsoft O365 licenses in the amount of $108,280.39, through the Microsoft Government Pricing Enterprise Agreement (EA).
2. Authorize the City Manager to approve future renewals until the end of the three year EA agreement, for the remaining cost of $216,560.78.

BACKGROUND/DISCUSSION

In 2022, the City transitioned to Microsoft O365 for its email management solutions. This cloud-hosted solution by Microsoft is licensed under a negotiated government Enterprise Agreement (EA) through the County of Riverside. The City leveraged this EA through the vendor CDW-G to secure negotiated savings. The approved fiscal year budget for 2025-2027 includes the renewal of the City's Microsoft O365 licenses, covering email management, Microsoft Teams, OneDrive, and Office Suite software.

FISCAL IMPACT/SUMMARY

The cost of this software over a three-year contract averages $108,280.39 per year, totaling $324,841.17.

The funds to purchase these licenses have already been appropriated in the current fiscal year budget, so there is no additional impact on the budget.

Attachments

City of Brea - EA Renewal Quote - 7.2.2025.pdf
Microsoft EA Agreement Riverside CDW.pdf
CITY OF BREA- CSD(M539)(IU)-20250518-065517.pdf
CITY OF BREA - -ProgramSignForm-M539 Amendment (1).pdf

CDW Government, LLC
Microsoft Enterprise 6.6 Agreement Pricing

Enterprise Quote for

City of Brea

Date 7/2/25
Account Manager Ryan Cox

VSL Specialist Brent Cameron

Channel Price Sheet Month June

Unless otherwise noted, All Quotes expire upon current month's end

EA Quote

Customer to make three annual payments to CDW•G

				Year 1		Year 2		Year 3	
Microsoft Part #	**Description**	**Level**	**Quantity**	**Price**	**Extended**	**Price**	**Extended**	**Price**	**Extended**
AAA-11894	O365 G3 GCC Sub Per User	D	300	$251.99	$ 75,597.00	$ 251.99	$ 75,597.00	$ 251.99	$ 75,597.00
U4S-00002	O365 G1 GCC Sub Per User	D	260	$109.56	$ 28,485.60	$ 109.56	$ 28,485.60	$ 109.56	$ 28,485.60
MQN-00001	Entra ID P2 Gov Sub Per User	D	1	$83.79	$ 83.79	$ 83.79	$ 83.79	$ 83.79	$ 83.79
DDJ-00001	Power BI Pro GCC Sub Per User	D	2	$102.34	$ 204.68	$ 102.34	$ 204.68	$ 102.34	$ 204.68
NYH-00001	Teams AC with Dial Out US/CA GCC Sub Add	D	560	$0.00	$ -	$ -	$ -	$ -	$ -
9EM-00270	Win Server Standard Core ALng SA 2L	D	8	$21.79	$ 174.32	$ 21.79	$ 174.32	$ 21.79	$ 174.32
EP2-24658	M365 Copilot GCC Sub Add-on	D	10	$373.50	$ 3,735.00	$ 373.50	$ 3,735.00	$ 373.50	$ 3,735.00

Year 1 Total $ 108,280.39 **Year 2 Total $ 108,280.39** **Year 3 Total $ 108,280.39**

Three Year Total $ 324,841.17

Notes

No Tax Referenced
RIVERSIDE CONTRACT: ITARC-00933
Current Enrollment# 48408839
Agreement End Date: July 31, 2025

Terms & Conditions

Terms and Conditions of sales and services projects are governed by the terms at:

http://www.cdwg.com/content/terms-conditions/product-sales.aspx

SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

ITEM: 3.22
(ID # 25566)
MEETING DATE:
Tuesday, September 10, 2024

FROM : RIVERSIDE COUNTY INFORMATION TECHNOLOGY

SUBJECT: RIVERSIDE COUNTY INFORMATION TECHNOLOGY: Approve the Licensing Solution Providers (LSPs) Agreements with SHI International Corp., Insight Public Sector. Inc, Crayon Software Experts., Zones LLC., CDW Government LLC, Dell Marketing LP, and Softchoice Inc. to provide Microsoft products and services to all governmental entities within the State of California using the County of Riverside's Enterprise Agreement no. 8084445 from November 1, 2024, through October 31, 2027, with the option to renew for three additional years through October 31, 2030, All Districts. [RCIT ISF Contract Revenue]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Licensing Solution Providers (LSPs) Agreements with SHI International Corp., Insight Public Sector. Inc, Crayon Software Experts., Zones LLC., CDW Government LLC, Dell Marketing LP, and Softchoice Inc. to provide Microsoft products and services to all governmental entities within the State of California using the County of Riverside's Microsoft Enterprise Agreement no. 8084445 from November 1, 2024, through October 31, 2027, with the option to renew for three (3) additional years through October 31, 2030;
2. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, and as approved as to form by County Counsel, to sign amendments that exercise the options that stay within the intent of the LSP Agreements; and
3. Authorize the Chair of the Board to sign three (3) copies of the Licensing Solution Providers (LSPs) Agreements on behalf of the County and direct the Clerk of the Board to retain one (1) copy of each of the Licensing Solution Providers (LSPs) Agreements and return two (2) copies of each of the Licensing Solution Providers (LSPs) Agreements to RCIT for distribution.

ACTION:

Jim Smith
Jim Smith, Chief Information Officer 8/14/2024

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Gutierrez, seconded by Supervisor Perez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes:	Jeffries, Spiegel, Washington, Perez and Gutierrez
Nays:	None
Absent:	None
Date:	September 10, 2024
xc:	RCIT

Kimberly A. Rector
Clerk of the Board
By: _____
Deputy

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	$ 0	$ 0	$ 0	$ 0
NET COUNTY COST	$ 0	$ 0	$ 0	$ 0
SOURCE OF FUNDS: Revenue (1% of all enrollments)			**Budget Adjustment:** No	
			For Fiscal Year: 24/25-27/28	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The request before the Board is to approve the Licensing Solution Providers (LSPs) agreements with SHI International Corp., Insight Public Sector. Inc, Crayon Software Experts., Zones LLC., CDW Government LLC, Dell Marketing LP, and Softchoice Inc. to provide Microsoft products and services to all governmental entities within the State of California using the County of Riverside's Enterprise Agreement no. 8084445 (the "Master Agreement") from November 1, 2024, through October 31, 2027, with the option to renew for three (3) additional years through October 31, 2030.

On September 25, 2001 (Agenda Item 3.29), the Board of Supervisors approved all departments in the County of Riverside to enroll in a statewide Microsoft Enterprise Agreement to lower costs and receive the deepest discount available. As a result, the County became the lead agency in managing a statewide Microsoft Master Agreement that provides software licensing across the State of California to government agencies. An agreement of this nature allows for government agencies of any size to lock in pricing for the length of their enrollment, the ability to amortize the cost of new licenses over the length of the contract, and the flexibility to raise and lower commitments on hosted services during the annual license true-up period.

On October 22, 2019 (Agenda No. 3.16), the Board approved the renewal of the statewide Microsoft Enterprise Agreement with ten licensing solutions providers (LSP) to enroll other Government Agencies in Microsoft Enterprise Agreement #8084445 from November 1, 2019, through October 31, 2021. The Purchasing Department and each LSP later amended these agreements in 2020 to be effective from November 1, 2019, through October 31, 2024.

These Licensing Solution Provider Agreements (the "Agreement") are intended to be available and leveraged by government agencies throughout the State of California (the "Enrolled Affiliates"). This type of agreement allows agencies to lock in pricing for the length of their enrollment, amortize the cost of new licenses and support across multiple years, provide unlimited access to all Microsoft software, and allow flexibility to raise and lower commitments on hosted services. Like the County of Riverside, other government entities are challenged to keep their software current while minimizing the associated costs.

The County of Riverside Microsoft Master Agreement is used by all county agencies for the purchase of Microsoft software licenses, software maintenance, cloud services, and professional services. Common desktop products that are purchased include but are not limited to Microsoft Windows, Microsoft Office, Microsoft Visio, and Microsoft Project. Common enterprise products include but are not limited to Microsoft Windows Server, Microsoft SQL Server, and Microsoft System Center. Common cloud subscription services include but are not limited to Microsoft Office 365, Microsoft Intune, and Microsoft Azure.

Over 900 government agencies utilize the existing County of Riverside Microsoft Master Agreement. The County of Riverside has made significant strides toward setting enterprise software and licensing standards, emphasizing consolidated agreements. These standards and volume pricing are shared with other government entities across California as more government agencies discover the benefits of entering into a Microsoft Enterprise Agreement.

Impact on Residents and Businesses

There is no negative impact on residents or private businesses. The master agreement provides maximum discounts because of cooperative efforts with various governmental agencies in California. The County of Riverside will benefit from enrollments from other governmental agencies, which will be 1% of the annual enrollment amount per each Enrolled Affiliate.

Additional Fiscal Information

Licensing Solution Providers (LSPs) will be charged 1% of the annual enrollment amount per Enrolled Affiliate to leverage the Riverside County Master Microsoft Agreement No. 8084445, Select Plus Agreement No. 7756479, Microsoft Unified Support Services, Microsoft Consulting Services, and Microsoft Incident Response.

This will be an annual fee per enrollment, including Affiliates' Shadow Enrollments:

Example - A three-year aggregated agreement with a contract amount of $300K, divisible by three years, will result in an LSP Participation Fee of $1,000 annually ($100K multiplied by 1%). RCIT will invoice the Awarded LSP annually based on the enrollments verified from the "Reporting of Active Enrollments" list submitted each calendar year. Payment is due to Riverside County Information Technology thirty (30) days from the invoice date. These costs should not be pushed to the customers and should be absorbed by the LSP as directed in the Licensing Solution Provider Agreement and RFQ no. ITARC-00532

Contract History and Price Reasonableness

Purchasing and Fleet Services, on behalf of Riverside Information Technology (RCIT), released a Request for Quote (RFQ #ITARC-00532) for Microsoft Enterprise Agreement Licensed Support Providers' (LSP) Selection, posted publicly on publicpurchase.com on April 16, 2024, (750) potential vendors were notified, and (58) vendors accessed the bid.

Upon bid closing on May 9, 2024, the County received seven (7) responses. The bid responses were based on a percentage markup from Government level D pricing established by Microsoft and provided to all LSPs. The markup ranges from 1.1% to 5.5% for Microsoft Enterprise Online Services and products and 2% to 7% for Microsoft Incident Response, Unified Support, and Consulting Services. The County team evaluated the responses and decided to award to the seven (7) LSPs who responded to the RFQ to provide support for the entire State of California.

ATTACHMENTS:

A. Licensed Support Provider (LSP) Agreement no. ITARC-00929 with SHI International Corp.
B. Licensed Support Provider (LSP) Agreement no. ITARC-00930 with Insight Public Sector. Inc
C. Licensed Support Provider (LSP) Agreement no. ITARC-00931 with Crayon Software Experts.
D. Licensed Support Provider (LSP) Agreement no. ITARC-00932 with Zones LLC.
E. Licensed Support Provider (LSP) Agreement no. ITARC-00933 with CDW Government LLC
F. Licensed Support Provider (LSP) Agreement no. ITARC-00934 with Dell Marketing LP and
G. Licensed Support Provider (LSP) Agreement no. ITARC-00935 with Softchoice Inc.

Melissa Curtis
Melissa Curtis, Deputy Director of Purchasing and Fleet 8/15/2024

Alonzo Barrera
Alonzo Barrera, Principal Management Analyst 8/27/2024

Dave Rogers
Dave Rogers, Asisstant County Executive Officer / CIO 9/4/2024

Aaron Gettis
Aaron Gettis, Chief of Deputy County Counsel 8/27/2024

DocuSign Envelope ID: D1C85720-9C7F-4A8E-8635-A6B1851FAA9E

LICENSED SUPPORT PROVIDER (LSP)
AGREEMENT No. ITARC-00929
For
MICROSOFT PRODUCTS AND SERVICES
UNDER MICROSOFT EA NO. 8084445
BETWEEN
COUNTY OF RIVERSIDE
And
CDW GOVERNMENT LLC.

This Agreement is entered between the COUNTY OF RIVERSIDE, a political subdivision of the State of California, (herein referred to as "COUNTY"), and SHI International Corp., New Jersey corporation authorized to conduct business in the State of California (herein referred to as "LSP") of Microsoft Licensing Solution Provider, effective from November 01.2024 and continues in effect through October 31, 2027 , based on LSP's response to RFQ no. ITARC-532 for Microsoft products and services under Microsoft EA no. 8084445. The parties agree as follows:

1. All Terms and Conditions of this Agreement No. ITARC-00929 shall govern purchase of Microsoft products and services under Microsoft EA no. 8084445 by County through the LSP.

2. Period of Performance:

This Agreement shall be effective from November 01.2024 and continues in effect through October 31, 2027, with the option to renew for an additional three-year period expiring on October 31, 2030, with no obligation by the County of Riverside to purchase any specified amount of goods or services. In addition, the County may at any time choose to transfer the enrollment from one LSP to another LSP pursuant to the transfer terms set by Microsoft.

The period of performance for the enrollment with the LSP may be for up to a three-year term with the option to renew the enrollments with contracted LSP through the LSP contract expiration date.

3. Compensation

The COUNTY shall pay the LSP for products as stated in Exhibit A, incurred in accordance with the terms of this Agreement. The COUNTY is not responsible for any fees or costs incurred above or beyond the contracted amount and shall have no obligation to purchase any specified amount of services or products.

Non-Appropriations: The COUNTY obligation for payment of this Agreement beyond the current fiscal year end is contingent upon and limited by the availability of COUNTY funding from which payment can be made, and invoices shall be rendered "monthly" in arrears. In the State of California, Government agencies are not allowed to pay excess interest and late charges, per Government Codes, Section 926.10. No legal liability on the part of the COUNTY shall arise for payment beyond June 30 of each calendar year unless funds are made available for such payment. In the event that such

SEP 10 2024 3.22

funds are not forthcoming for any reason, COUNTY shall immediately notify CONTRACTOR in writing; and this Agreement shall be deemed terminated, have no further force, and effect.

4. Hold Harmless/Indemnification:

4.1 LSP shall indemnify and hold harmless the County of Riverside, its Agencies, Districts, Special Districts and Departments, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives (individually and collectively hereinafter referred to as Indemnitees) from any liability, action, claim or damage whatsoever, based or asserted upon any services, or acts or omissions, of LSP, its officers, employees, subcontractor, agents or representatives arising out of or in any way relating to this Agreement, including but not limited to property damage, bodily injury, or death or any other element of any kind or nature. LSP shall defend the Indemnitees at its sole expense including all costs and fees (including, but not limited, to attorney fees, cost of investigation, defense and settlements or awards) in any claim or action based upon such acts, omissions or services.

4.2 With respect to any action or claim subject to indemnification herein by LSP. LSP shall, at their sole cost, have the right to use counsel of their own choice and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of County; provided, however, that any such adjustment, settlement or compromise in no manner whatsoever limits or circumscribes LSP indemnification to Indemnitees as set forth herein.

4.3 LSP obligation hereunder shall be satisfied when LSP has provided to County the appropriate form of dismissal relieving county from any liability for the action or claim involved.

5. Termination:

5.1 County may terminate this Agreement without cause upon thirty (30) days written notice served upon the LSP stating the extent and effective date of termination.

5.2 County may, upon five (5) days written notice terminate this Agreement for LSP default, if LSP refuses or fails to comply with the terms of this Agreement or fails to make progress that may endanger performance and does not immediately cure such failure. In the event of such termination, the County may proceed with the work in any manner deemed proper by County.

5.3 LSP rights under this Agreement shall terminate (except for fees accrued prior to the date of termination) upon dishonesty or a willful or material breach of this Agreement by LSP; or in the event of LSP unwillingness or inability for any reason whatsoever to perform the terms of this Agreement.

6. Alteration or Changes to the Agreement

The Board of Supervisors and the County Purchasing Agent and/or his designee is the only authorized County representatives who may at any time, by written order, alter this Agreement. If any such alteration causes an increase or decrease in the cost of, or the time required for the performance under this Agreement, an equitable adjustment shall be made in the Agreement price or delivery schedule, or both, and the Agreement shall be modified by written amendment accordingly.

7. Notices

All correspondence and notices required or contemplated by this Agreement shall be delivered to the respective parties at the addresses set forth below and are deemed submitted two days after their deposit in the United States mail, postage prepaid:

COUNTY
Riverside County Information Technology
Attn: Procurement Contract Specialist
3450 14th Street
Riverside, CA 92501

LSP
SHI International Corp.
Attn: Moitrayee Majumdar
290 Davidson Ave.
Somerset, NJ, 08873
Moitrayee_Majumdar@SHI.com

8. Insurance

Without limiting or diminishing the LSP'S obligation to indemnify or hold the COUNTY harmless, LSP shall procure and maintain or cause to be maintained, at its sole cost and expense, the following insurance coverage's during the term of this Agreement. As respects to the insurance section only, the COUNTY herein refers to the County of Riverside, its Agencies, Districts, Special Districts, and Departments, their respective directors, officers, Board of Supervisors, employees, elected or appointed officials, agents, or representatives as Additional Insureds.

A. Workers' Compensation:

If the LSP has employees as defined by the State of California, the LSP shall maintain statutory Workers' Compensation Insurance (Coverage A) as prescribed by the laws of the State of California. Policy shall include Employers' Liability (Coverage B) including Occupational Disease with limits not less than $1,000,000 per person per accident. The policy shall be endorsed to waive subrogation in favor of The County of Riverside. Policy shall name the COUNTY as Additional Insureds.

B. Commercial General Liability:

Commercial General Liability insurance coverage, including but not limited to, premises liability, unmodified contractual liability, products and completed operations liability, personal and advertising injury, and cross liability coverage, covering claims which may arise from or out of LSP'S performance of its obligations hereunder. Policy shall name the COUNTY as Additional Insured. Policy's limit of liability shall not be less than $2,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this agreement or be no less than two (2) times the occurrence limit. Policy shall name the COUNTY as Additional Insureds.

C. Insurance Requirements for IT Contractor Services:

LSP shall procure and maintain for the duration of the contract insurance against claims for injuries to person or damages to property which may arise from or in connection with the performance of the work hereunder by the LSP, its agents, representatives, or employees. LSP shall procure and maintain for the duration of the contract insurance claims arising out of their services and including, but not limited to loss, damage, theft or other misuse of data, infringement of intellectual property, invasion of privacy and breach of data.

Cyber Liability Insurance, with limits not less than $2,000,000 per occurrence or claim, $2,000,000 aggregate. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by LSP in this agreement and shall include, but not limited to, claims involving infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to these obligations.

If the LSP maintains broader coverage and/or higher limits than the minimums shown above, the County requires and shall be entitled to the broader coverage and/or higher limits maintained by the LSP. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the County. Policy shall name the COUNTY as Additional Insureds.

D. General Insurance Provisions – All lines:

1) Any insurance carrier providing insurance coverage hereunder shall be admitted to the State of California and have an A M BEST rating of not less than A: VIII (A:8) unless such requirements are waived, in writing, by the County Risk Manager. If the County's Risk Manager waives a requirement for a particular insurer such waiver is only valid for that specific insurer and only for one policy term.
2) The LSP must declare its insurance self-insured retention for each coverage required herein. If any such self-insured retention exceeds $500,000 per occurrence each such retention shall have the prior written consent of the County Risk Manager before the commencement of operations under this Agreement. Upon notification of self-insured retention unacceptable to the COUNTY, and at the election of the Country's Risk Manager, LSP'S carriers shall either; 1) reduce or eliminate such self-insured retention as respects this Agreement with the COUNTY, or 2) procure a bond which guarantees payment of losses and related investigations, claims administration, and defense costs and expenses.
3) LSP shall cause LSP'S insurance carrier(s) to furnish the County of Riverside with either 1) a properly executed original Certificate(s) of Insurance and certified original copies of Endorsements effecting coverage as required herein, and 2) if requested to do so orally or in writing by the County Risk Manager, provide original Certified copies of policies

including all Endorsements and all attachments thereto, showing such insurance is in full force and effect. Further, said Certificate(s) and policies of insurance shall contain the covenant of the insurance carrier(s) that a minimum of thirty (30) days written notice shall be given to the County of Riverside prior to any material modification, cancellation, expiration or reduction in coverage of such insurance. If LSP insurance carrier(s) policies does not meet the minimum notice requirement found herein, LSP shall cause LSP's insurance carrier(s) to furnish a 30 day Notice of Cancellation Endorsement.

4) In the event of a material modification, cancellation, expiration, or reduction in coverage, this Agreement shall terminate forthwith, unless the County of Riverside receives, prior to such effective date, another properly executed original Certificate of Insurance and original copies of endorsements or certified original policies, including all endorsements and attachments thereto evidencing coverage's set forth herein and the insurance required herein is in full force and effect. LSP shall not commence operations until the COUNTY has been furnished original Certificate (s) of Insurance and certified original copies of endorsements and if requested, certified original policies of insurance including all endorsements and any and all other attachments as required in this Section. An individual authorized by the insurance carrier to do so on its behalf shall sign the original endorsements for each policy and the Certificate of Insurance.
5) It is understood and agreed to by the parties hereto that the LSP's insurance shall be construed as primary insurance, and the COUNTY'S insurance and/or deductibles and/or self-insured retention's or self-insured programs shall not be construed as contributory.
6) If, during the term of this Agreement or any extension thereof, there is a material change in the scope of services; or, there is a material change in the equipment to be used in the performance of the scope of work; or, the term of this Agreement, including any extensions thereof, exceeds five (5) years; the COUNTY reserves the right to adjust the types of insurance and the monetary limits of liability required under this Agreement, if in the County Risk Management's reasonable judgment, the amount or type of insurance carried by the LSP has become inadequate.
7) LSP shall pass down the insurance obligations contained herein to all tiers of subcontractors working under this Agreement.
8) The insurance requirements contained in this Agreement may be met with a program(s) of self-insurance acceptable to the COUNTY.
9) LSP agrees to notify COUNTY of any claim by a third party or any incident or event that may give rise to a claim arising from the performance of this Agreement.

9. General:

9.1 This Agreement, including any attachments or exhibits, constitutes the entire agreement of the parties with respect to its subject matter and supersedes all prior and contemporaneous representations, proposals, discussions and communications, whether oral or in writing. This Agreement may be changed or modified only by a written amendment signed by authorized representatives of both parties.

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9.2 This Agreement shall be governed by the laws of the State of California. Any legal action related to the performance or interpretation of this Agreement shall be filed only in the Superior Court of the State of California located in Riverside, California, and the parties waive any provision of law providing for a change of venue to another location. In the event any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

9.3 The following documents are attached to and incorporated into this Agreement:

Exhibit A: Scope and pricing.
Exhibit B: LSP Reporting of Active Enrollments.
Exhibit C: Microsoft LSP Participation Form.
Exhibit D: Microsoft EA Benefits for Government Agencies.
Exhibit E: Microsoft Enterprise Agreements and Amendments.

E1) Microsoft Enterprise Agreement No. 8084445.
E2) Microsoft Select Plus Agreement No. 7756479.
E3) Amendments No. 1- EA Custom Terms CTM (Document No. CTM-CPT-OPT-FWK)
E4) Amendments No. 2- EA Custom Terms (Document No. CTM-FWK-CTC-AGR).

9.4 In the event of any conflict or inconsistency between the terms and conditions of this Agreement and any terms or conditions set forth in any of the attachments, purchase order(s), or other document relating to the transactions contemplated by this Agreement, the terms and conditions set forth in this Agreement shall prevail.

9.5 This Agreement may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each party of this Agreement agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act (("CUETA") Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this Agreement. The parties further agree that the electronic signatures of the parties included in this Agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. The CUETA authorizes use of an electronic signature for transactions and contracts among parties in California, including a government agency. Digital signature means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the parties. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (i) of Section 1633.2 of the Civil Code.

9.6 If the entity is a corporation, the signatures of two corporate officers (the president, vice president, secretary, assistant secretary, Chief Financial Officer (i.e. treasurer), or assistant treasurer) are required on the agreements. The signatures must be in the following combination: president or vice president **and** secretary, treasurer or CFO. For example, the signatures of a president and a vice president would be insufficient. If signed by a single corporate officer, a corporate resolution, authorizing the one officer to bind the corporation, signed by the Board of Directors of the corporation, is required. The corporate resolution must authorize the signatory to sign agreements on behalf of the corporation.

If the entity is a limited liability company (LLC), the signatory is authorized signer as set forth in LLCs operating agreement.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Agreement.

COUNTY OF RIVERSIDE, a political subdivision of the State of California

By: _____
Chuck Washington
Chair of the Board of Supervisors

Dated: 9/10/2024

SHI INTERNATIONAL CORP., New Jersey corporation authorized to conduct business in the State of California.

DocuSigned by:
By: Kristina Mann
EA418E789F09404...
Name: Kristina Mann
Title: Sr. Manager - Contracts

Dated: 7/2/2024

ATTEST:
Kimberly Rector
Clerk of the Board

By: _____ Deputy

APPROVED AS TO FORM:
Minh C. Tran
County Counsel

By: _____
Paula Salcido
Deputy County Counsel

Dated: 7/8/2024

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Exhibit A
Scope and pricing

LSP's Scope and responsibilities

1. The Licensed Support Provider (LSP) will resell all available Microsoft Licensed Support Provider (LSP) for Microsoft Master Microsoft Enterprise Agreement No. 8084445; Software Licensing, Software Support, Cloud Services such as Azure, Industry Solutions Delivery (ISD) formerly Microsoft Consulting Services (MCS), Microsoft Unified Support and Microsoft incident response. Microsoft Select Plus Agreement No. 7756479.

2. The agreement with LSP as a LSP of the Microsoft Products and Services under Microsoft EA No. 8084445 is available for use by the County of Riverside and governmental agencies within the State of California. The LSP will serve as the liaison between the political entity for enrollments under the Microsoft EA.

3. The LSP agrees to extend the same pricing, terms, and conditions to every political entity, special district, in the State of California. It is understood that other entities shall make purchases in their own name, make direct payment, and be liable directly to the LSP of their choosing; and County shall in no way be responsible to any LSP for other entities' purchases.

4. The LSP may remain the LSP for the Three 3-year duration of the Enrolled Affiliate's Enterprise Agreement Enrollment. All True-Ups during the 3-year enrollment (orders for new products, etc.) by Enrolled Affiliates are required to be submitted only through the Affiliate's selected LSP. Multiple LSP's cannot service a single Enterprise Agreement Enrollment. Enrolled Affiliate may at any time choose to transfer their current enrollment from one LSP to another LSP pursuant to the transfer terms set by Microsoft.

5. The Enrolled Affiliate shall work with the LSP to determine the annual payment, true-up commitment schedule defined in their enrollment.

6. Each Affiliate will communicate to the LSP the compensation terms applicable to their agreement.

7. The LSP will provide reports showing year to date annual spend according to Enrolled Affiliate's specifications. Frequency will be determined by each Enrolled Affiliate (ie: monthly, quarterly, etc.).

8. The LSP will provide reports of licenses purchased and added on to enrollment according to Enrolled Affiliate's specifications. (Intended for an enrollment that has licenses for multiple agencies within a governmental body - ie county, city, etc.) Frequency will be determined by each Enrolled Affiliate (ie: monthly, quarterly, etc.).

9. The LSP will provide, at the Enrolled Affiliate's request, a licensing portal that allows the tracking of licenses beyond the capabilities of the Microsoft VLSC. This portal will show, but not be limited to, all licenses on the current enrollment, quantities of said licenses, track licenses at department/agency levels, transfer licenses to and from each department/agency, and have reporting functionalities.

10. The LSP will provide training to the Enrolled Affiliate's Microsoft administrators on Microsoft portals such as the VLSC, Office 365, Azure, etc. within 30 days of receiving a purchase order for such products that introduce a new portal. LSP should outline what aspects of training they feel would be beneficial in their proposal.

11. The LSP will provide documentation to the Enrolled Affiliate within 90 days of when Microsoft has made a change to a license and advise of any grandfather or conversion rights within that same timeframe.

12. The LSP will provide a short synopsis of why an amendment is needed and the ramification of each amendment to an enrollment at the time of such amendment.

13. The LSP will provide an updated price list on an annual basis or when Microsoft changes price point, whichever is sooner, in an Excel spreadsheet to the Enrolled Affiliate. This price list must capture, at minimum, the following categories for each product: SKU, product description, MSRP, NET (Level D), LSP's uplift and contracted unit price.

14. The LSP shall provide a list of enrollments. The list of enrollments is due 30 days after the contract signature and on January 15th of each calendar year during the agreement period. This list will include the agency name, contact person, email and phone number and annual spend. The intent of this is to track how many agencies within the State of California piggyback off of the Master Agreement.

15. The LSP will be charged 1.00% of the annual enrollment sales amount to leverage the Riverside County Master Microsoft Agreement No.8084445, and Select Plus Agreement No.7756479, which includes Software Licensing, Software Support, Cloud Services such as Azure, Industry Solutions Delivery (ISD), Microsoft Consulting Services (MCS), Microsoft Unified Support and Microsoft incident response. This administrative fee will be an annual fee, per enrollment inclusive of Affiliates Shadow Enrollments.

16. The Servicing LSP shall provide Microsoft Enterprise Support Services from Microsoft to assist customers leveraging this contract vehicle in operation of the technology acquired and assist Riverside Master Participants in maximizing the benefits of this investment.

17. The Servicing LSP shall provide the ability to for the acquisition of Microsoft services as the demand for individual product services or capabilities expand. The servicing LSP shall provide services to include Microsoft Unified, Industry Solutions Delivery (ISD), and Microsoft incident response. The Servicing LSP will have a valid Microsoft Master Services Agreement on file with Microsoft in order to resell Microsoft Unified Support, and Industry Solutions Delivery (ISD). Additionally, the contractor shall provide Microsoft dedicated Technical Support representatives and subject matter experts provided via the Microsoft enterprise agreement to support and assist Riverside County master participants in analyzing, architecting, implementing, managing, and operating solutions based on the licenses previously acquired or to be purchased in accordance with the terms of the Microsoft enterprise licensing program.

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18. LSP will be responsible for submitting a completed "Reporting of Active Enrollments" by January 15th of each year for the prior calendar year.

19. The County of Riverside Information Technology (RCIT) will invoice the Awarded LSP annually based on the enrollments verified from LSP Reporting of Active Enrollments.

20. Payment is due to Riverside County Information Technology thirty (30) days from invoice date.

21. The administrative fee shall not be included as an adjustment to LSP's Master Agreement pricing.

22. The administrative fee shall not be invoiced or charged to the Enrolled Affiliate.

23. Administrative fee checks shall be submitted to:

Riverside County Information Technology
Attn: Accounts Receivable
3450 14th Street, 4th Floor
Riverside, CA 92501

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Pricing:

1. **Microsoft Enterprise License Subscription and services**

Item Description	Price Level	Markup %
Enterprise Online Services** (including Full USLs, From SA USLs, Add-ons and Step Ups) M365 E3 and E5, Enterprise Mobility + Security E3 and E5, Office 365 Enterprise E1 or E3, Windows 10 Enterprise E3 or E5.	Level D	1.10
Enterprise Products (Office 365 Pro Plus, Windows 10 Enterprise, Core CAL Suite, Enterprise CAL Suite).	Level D	1.10
Additional Products (M365 F1, M365 E5 Compliance, M365 E5 Security, Office 365 Enterprise F1, Project Online, Visio Online Plan 1 or Plan 2, Dynamics 365, Azure, SQL Server, Windows Server, etc).	Level D	1.10
Server and Tools Product (applies to Server and Cloud Enrollments only) SharePoint Server, SQL Server, BizTalk Server, Visual Studio, Core Infrastructure Suites, etc.	Level D	1.10
All products for Select Plus Agreement No.7756479.		1.10
Microsoft Unified Support Services		2.00
Microsoft Consulting Services		2.00
Microsoft Incident Response		2.00

2. **License Support Provider (LSP) Solution Area Specific Capability:**

Solution Area Specific Capability	Number	Customer Size	Reference?
Number of successful customer production mail deployments/migrations?	5,000	500-100,000	Yes, Upon Request
Number of successful customer production SharePoint deployments/migrations?	5,000	500-100,000	Yes, Upon Request
Number of successful customer production Teams deployments/migrations?	2,000	500-100,000	Yes, Upon Request
Number of successful customer production Teams Voice deployments/PBX migrations?	100	500-100,000	Yes, Upon Request
Number of people with specialized expertise on technologies listed above	100	N/A	Yes, Upon Request

3. License Support Provider (LSP) service rates:

Data and Artificial Intelligent	Certified Competency (Yes/No)	Hourly Rate (On Premise)
Build Intelligent Apps	Yes	$300.00
Build Intelligent Agents	Yes	$300.00
Machine Learning	Yes	$300.00
Internet of Things	Yes	$300.00
Globally distributed data	Yes	$300.00
OSS Databases	Yes	$300.00
Cloud Scale Analytics	Yes	$300.00
Data Platform Modernization to Azure	Yes	$300.00
Windows Server on Azure	Yes	$300.00
Security & Management	Yes	$300.00
Datacenter Migration	Yes	$300.00
Modern Business Intelligence	Yes	$300.00
Copilot	Yes	$300.00
Biz Apps		
Customer Service	Yes	$300.00
Field Service	Yes	$300.00
Marketing	Yes	$300.00
Talent	Yes	$300.00
Finance and Operations	Yes	$300.00
Business Central	Yes	$300.00
Power Apps	Yes	$300.00
Power BI	Yes	$300.00
Apps and Infrastructure		
Azure Stack	Yes	$300.00
High Performance Compute	Yes	$300.00
Cloud Native Apps using Serverless	Yes	$300.00
Modernize Apps	Yes	$300.00
SAP on Azure	Yes	$300.00
Linux on Azure	Yes	$300.00
Dev Ops	Yes	$300.00
Business Continuity & Disaster Recovery	Yes	$300.00
Windows Server on Azure	Yes	$300.00
Security & Management	Yes	$300.00
Datacenter Migration	Yes	$300.00
Modern Workplace		
User Adoption & Change Management	Yes	$300.00
Security	Yes	$300.00
GDPR & Compliance	Yes	$300.00
Teamwork	Yes	$300.00
Calling & Meetings	Yes	$300.00
Modern Desktop	Yes	$300.00
Office 365 Migration Assistance	Yes	$300.00
Mail	Yes	$300.00
Teams	Yes	$300.00
SharePoint	Yes	$300.00
OneDrive	Yes	$300.00

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Exhibit B

LSP REPORTING OF ACTIVE ENROLLMENTS
MICROSOFT ENTERPRISE AGREEMENT No. 8084445

LSP Name	*Company name*
RIVCO Contract ID	**TBD**

Master Enrollment	**Enrollment Number:**	**Enrollment Entity:**	**Start Date:**	**End Date:**	**Annual Sales** Reporting Term: Calendar Year	**Enrollment Contact:**	**Enrollment Contact Email:**	**Enrollment Contact Tel:**
		County of Riverside	XX/XX/XXXX	XX/XX/XXXX		John Doe		

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Exhibit D
Microsoft EA Benefits for Government Agencies

E1 Reduced Paperwork

Reduced number of separate documents to review – by consolidating amendments into a single document. Many of the amendments previously required are now built into the enrollment document. Customers utilizing the County of Riverside EA Master Agreement may choose either an Enterprise Enrollment or a Server and Cloud Enrollment (or both) depending on their needs.

E2 Standard Pricing Across all platforms

Microsoft will provide LSP's (authorized EA LSPs on this contract) with Government Level-D, pricing off of published "LSP cost" all platforms. Azure discount is a factor of the consumption rate. This will make it easy when calculating New, Additional product, and True-up purchases at the beginning or during your Enterprise Agreement Term. It also reduces possible confusion among partners.

E3 No charge Onboarding Services

Microsoft assisted onboarding is now a benefit of Office 365, Microsoft Intune, Azure AD Premium and Azure RMS. Eligible customers will receive guidance from a dedicated group of onboarding experts known as the Microsoft FastTrack Center (FTC) to onboard to these services. The FTC uses an onboarding approach known as FastTrack to help you, your IT Team, and or Partner, confidently onboard new users and capabilities. Programs are subject to change and/or evolve.

E4 No Charge Security Incident Assistance

Microsoft will engage special security teams in the event of an exploit if your organization leverages Microsoft security technologies as part of your enterprise agreement commitment. These teams will help you identify and stop the malicious attack and triage the incident. See your Microsoft Sales Executive for more details.

E5 Raise and lower commitment for hosted services during the Enterprise Agreement Period

You can raise your commitment for hosted services like O365, CRM, Azure during the current EA year and only commit to the remaining months in that year. Example: your anniversary for your Year-2 term is in November and your adding 100 Office 365 users in May. You will only be obligated to pay for the 6 months leading to your anniversary. Additionally, you can now true-down hosted services at your anniversary to the original commitment level as well.

E6 Additional Software Assurance benefits

- With New Version Rights, you can upgrade each Microsoft product license that is covered by active Software Assurance to the most recent version for no additional cost. When a new version of Microsoft Office is released during the term of your agreement, your licenses are automatically upgraded to the new version.

- Office Roaming Use Rights: Help expand end-user productivity and extend the value of your virtual desktop environment with Office Roaming Use Rights, which lets users with Software

Assurance on Office, Project, or Visio remotely access their software on their virtual desktops from third-party devices.

- Spread Payments: Spread the costs of your License and Software Assurance purchase across three equal, annual sums versus one up-front payment to help reduce initial costs and aid in forecasting annual software budget requirements up to three years in advance. When you use the Spread Payments benefit, no interest or additional fees are incurred. You may also consider Microsoft Payment Solutions to help finance your technology needs, including software, services, partner products, and hardware. Although Microsoft Payment Solutions is not part of Software Assurance, you can choose it separate from, or in addition to, the Spread Payments benefit to create a customized payment structure.
- Step-Up Licensing: Volume Licensing customers with Software Assurance can migrate from a lower edition to a higher edition software product while maintaining their Software Assurance coverage on a given product. The Step-up License makes it easier for you to move from a lower level edition to a higher-level edition without incurring the full cost of licensing two separate editions of the software.

More information about the Software Assurance by products as listed above can be found at: https://www.microsoft.com/en-us/Licensing/licensing-programs/software-assurance-by-product.aspx?83ffdda4-a263-4123-9752-1122538c0a96=True

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Exhibit E
Microsoft Enterprise Agreements and Amendments

E1) Microsoft Enterprise Agreement No. 8084445.
E2) Microsoft Select Plus Agreement No. 7756479.
E3) Amendments No. 1- EA Custom Terms CTM (Document No. CTM-CPT-OPT-FWK)
E4) Amendments No. 2- EA Custom Terms (Document No. CTM-FWK-CTC-AGR).

Microsoft Volume Licensing

Program Signature Form

MBA/MBSA number	
Agreement number	8084445

RIVCO-8084445-M-AMD2

Note: Enter the applicable active numbers associated with the documents below. Microsoft requires the associated active number be indicated here, or listed below as new.

For the purposes of this form, "Customer" can mean the signing entity, Enrolled Affiliate, Government Partner, Institution, or other party entering into a volume licensing program agreement.

This signature form and all contract documents identified in the table below are entered into between the Customer and the Microsoft Affiliate signing, as of the effective date identified below.

Contract Document	Number or Code
<Choose Agreement>	
<Choose Agreement>	
<Choose Agreement>	
<Choose Agreement>	
<Choose Agreement>	
<Choose Enrollment/Registration>	
<Choose Enrollment/Registration>	
<Choose Enrollment/Registration>	
<Choose Enrollment/Registration>	
<Choose Enrollment/Registration>	
Amendment to Contract Documents	CTM-FWK-CTC-AGR (8084445)

FORM APPROVED COUNTY COUNSEL
BY: SUSANNA N. OH DATE 1/30/2020

By signing below, Customer and the Microsoft Affiliate agree that both parties (1) have received, read and understand the above contract documents, including any websites or documents incorporated by reference and any amendments and (2) agree to be bound by the terms of all such documents.

Customer	
Name of Entity (must be legal entity name)*	County of Riverside
Signature*	
Printed First and Last Name*	RICHARD R. HAI
Printed Title	SR. PROCUREMENT CONTRACT SPECIALIST
Signature Date*	01/30/2020
Tax ID	

** indicates required field*

Microsoft Affiliate	
	Microsoft Corporation
Signature	
Printed First and Last Name	Microsoft Microsoft Corporation
Printed Title	
Signature Date (date Microsoft Affiliate countersigns)	JAN 29 2020
Agreement Effective Date (may be different than Microsoft's signature date)	Shirley Snyder Duly Authorized on behalf of Microsoft Corporation

Optional 2nd Customer signature or Outsourcer signature (if applicable)

Customer
Name of Entity (must be legal entity name)*
Signature*
Printed First and Last Name*
Printed Title
Signature Date*

** indicates required field*

Outsourcer
Name of Entity (must be legal entity name)*
Signature*
Printed First and Last Name*
Printed Title
Signature Date*

** indicates required field*

If Customer requires additional contacts or is reporting multiple previous Enrollments, include the appropriate form(s) with this signature form.

After this signature form is signed by the Customer, send it and the Contract Documents to Customer's channel partner or Microsoft account manager, who must submit them to the following address. When the signature form is fully executed by Microsoft, Customer will receive a confirmation copy.

Microsoft Corporation
Dept. 551, Volume Licensing
6100 Neil Road, Suite 210
Reno, Nevada 89511-1137
USA

Microsoft Volume Licensing

Amendment to Contract Documents

Agreement Number	8084445	RIVCO-8084445-M-AMD2

This amendment ("Amendment") is entered into between the parties identified on the attached program signature form. It amends the Enrollment or Agreement identified above. All terms used but not defined in this Amendment will have the same meanings provided in that Enrollment or Agreement.

Microsoft Services Amendment to the Enterprise Enrollment Federal, State and Local Government & Public Educational Institutions

Enrolled Affiliate is ordering Professional Services described in the attached Statement of Services (SOS) in connection with the Products licensed by Enrolled Affiliate under the Enrollment. The parties agree that the Enrollment is amended to add the following terms that shall apply to the services described in the SOS.

Terms and Conditions

1. Definitions. All terms defined in the Agreement and the Enrollment shall apply to this Amendment unless otherwise stated. Additional terms are defined as follows:

"Customer" means the legal entity that has entered into the Agreement;

"Customer Data" means all data, including all text, sound, software, image or video files that are provided to Microsoft by, or on behalf of, Customer and its Affiliates in connection with Professional Services;

"day" means a calendar day, except references that specify "business day";

"Fix" or **"Fixes"** means Product fixes, modifications, enhancements, or their derivatives, that Microsoft either releases generally (such as Product service packs) or that Microsoft provides to Customer when performing Professional Services to address a specific issue (including, but not limited to, workarounds, patches, bug fixes, beta fixes and beta builds);

"Microsoft" means the Microsoft Affiliate that has entered into the Agreement and its Affiliates, as appropriate;

"Pre-Existing Work" means any computer code or materials developed or otherwise obtained independently of the efforts of a party under a Statement of Services;

"Professional Services" means all Product support services and Microsoft consulting services or advice provided to Customer under this Amendment. "Professional Services" does not include Online Services;

"Service Deliverables" means any computer code or materials, other than Products or Fixes, that Microsoft leaves with Customer at the conclusion of Microsoft's performance of the Professional Services;

"Statement of Services" means any work orders, services descriptions, or other description of Professional Services that incorporates this Amendment;

"Trade Secret" means information that is not generally known or readily ascertainable to the public, has economic value as a result, and has been subject to reasonable steps under the circumstances to maintain its secrecy;

"**use**" or "**run**" means to copy, install, use, access, display, run or otherwise interact with;

"**Volume Licensing Site**" means http://www.microsoft.com/licensing/contracts or a successor site.

2. ***Services.*** The precise scope of the Professional Services will be specified in a Statement of Services.

Customer or any of Customer's Affiliates may enter into Statements of Services under this Amendment with Microsoft's local Affiliates. Microsoft's ability to deliver the Professional Services depends upon Customer's full and timely cooperation, as well as the accuracy and completeness of any information Customer provides. This Agreement does not obligate either party or its Affiliates to enter into any Statements of Services.

3. ***Use, ownership, rights and restrictions.***

   a. ***Products.*** Unless otherwise specified in the Enrollment, use of any Product is governed by the Use Rights specific to each Product and version and by the terms of the applicable license agreement.

   b. ***Fixes and Services Deliverables.***

      i. **Fixes.** Each Fix is licensed under the same terms as the Product to which it applies. If the Fix is not provided for a specific Product, any use terms Microsoft provides with the Fix will apply. If no use terms are provided, Customer shall have a non-exclusive, perpetual, fully paid-up license to use and reproduce the Fix solely for its internal business purposes. Customer may not modify, change the file name or combine any Fix with any non-Microsoft computer code, except as expressly permitted in the Agreement.

      ii. ***Pre-Existing Work.*** All rights in Pre-Existing Work will remain the sole property of the party providing the Pre-Existing Work. Each party may use, reproduce and modify the other party's Pre-Existing Work only as needed to perform obligations related to Professional Services.

      iii. ***Services Deliverables.*** Upon payment in full, Microsoft grants Customer a non-exclusive, non-transferable, perpetual license to reproduce, use and modify the Services Deliverables solely for Customer's internal business purposes, subject to the terms and conditions in this Amendment.

      iv. ***Affiliates' rights.*** Customer may only sublicense its rights in Services Deliverables and Sample Code granted hereunder to its Affiliates, but Customer's Affiliates may not sublicense these rights. Customer is responsible for ensuring its Affiliates' compliance with this Amendment.

   c. ***Non-Microsoft software and technology.*** Customer is solely responsible for any non-Microsoft software or technology that Customer installs or uses with the Products, Fixes or Services Deliverables. Customer may not install or use non-Microsoft software or technology in any way that would subject Microsoft's intellectual property or technology to obligations beyond those included in this Amendment.

   d. ***Sample Code.*** Upon payment in full, Microsoft grants Customer a non-exclusive, perpetual, non-transferable license to use and modify any Software code provided by Microsoft for the purposes of illustration (**"Sample Code"**) and to reproduce and distribute the object code form of the Sample Code for Customer's internal business purposes only and not to any unaffiliated third party.

   e. ***Restrictions on use.*** Customer must not (and is not licensed to) (1) reverse engineer, de-compile or disassemble any Product, Fix or Service Deliverable; (2) install or use non-Microsoft software or technology in any way that would subject Microsoft's intellectual property or technology to any other license terms; or (3) work around any technical limitations in a Product, Fix or Services Deliverable or restrictions in Product documentation. Except as expressly permitted in this Amendment or a Statement of Services, Customer must not distribute, sublicense, rent, lease or lend any Product, Fix or Service Deliverable, in whole or in part, or use them to offer hosting services to a third party.

f. ***Reservation of Rights.*** Products, Fixes, and Service Deliverables are protected by copyright and other intellectual property rights laws and international treaties. Microsoft reserves all rights not expressly granted in this Agreement. No rights will be granted or implied by waiver or estoppel.

g. ***Supportability of Products.*** Support for Products is available under the terms of a licensing agreement, a separate Statement of Services or under the terms set forth at http://support.microsoft.com or a successor site.

*4. **Confidentiality.*** Subject to the requirements of Customer's public records and trade secret laws (if any):

"Confidential Information" is non-public information that is designated "confidential" or that a reasonable person should understand is confidential, and the terms of this Amendment. It includes, but is not limited to, non-public information regarding either party's products, features, marketing and promotions, and the negotiated terms of any Statement of Services.

Confidential Information does not include information that (a) becomes publicly available without a breach of this Amendment, (b) the receiving party received lawfully from another source without a confidentiality obligation, (c) is independently developed, or (d) is a comment or suggestion volunteered about the other party's business, products or services.

Each party will take reasonable steps to protect the other's Confidential Information and will use the other party's Confidential Information only for purposes of the parties' business relationship. Neither party will disclose that Confidential Information to third parties, except to its employees, Affiliates, contractors, advisors, and consultants (collectively "Representatives") and then only on a need-to-know basis, under non-disclosure obligations at least as protective as this Agreement. Each party remains responsible for the use of the Confidential Information by its Representatives and, in the event of discovery of any unauthorized use or disclosure, must promptly notify the other party.

A party may disclose the other party's Confidential Information if required by law; but only after it notifies the other party (if legally permissible) to enable the other party to seek a protective order.

Neither party is required to restrict work assignments of its representatives who have had access to Confidential Information. Each party agrees that use of information in representatives' unaided memories in the development or deployment of the parties' respective products or services does not create liability under this Amendment or Trade Secret law, and each party agrees to limit what it discloses to the other accordingly.

These obligations apply for a period of five years after the confidential information is received.

*5. **Compliance with applicable laws, privacy and security.***

a. Customer consents to the processing of personal information by Microsoft and its agents to facilitate the subject matter of this Amendment. Customer will obtain all required consents from third parties (including Customer's contacts, resellers, distributors, administrators, and employees) under applicable privacy and data protection law before providing personal information to Microsoft.

b. Personal information collected through Professional Services (i) may be transferred, stored and processed in the United States or any other country in which Microsoft or its contractors maintain facilities and (ii) will be subject to the privacy terms specified in the Use Rights. Microsoft will abide by the requirements of European Economic Area and Swiss data protection law regarding the collection, use, transfer, retention and processing of personal data from the European Economic Area and Switzerland.

c. **U.S. Export.** Microsoft Products, Fixes and Services Deliverables are subject to U.S. export jurisdiction. Customer must comply with all applicable international and national laws, including the U.S. Export Administration Regulations, the International Traffic in Arms Regulations, and end-user, end use and destination restrictions by U.S. and other governments related to Microsoft Products, services, and technologies.

*6. **Warranties.***

a. ***Limited warranties and remedies – Professional Services.*** Microsoft warrants that it will perform Professional Services with professional care and skill. If Microsoft fails to do so, and Customer notifies Microsoft within 90 days of the date the Professional Services were performed, then Microsoft will, at its discretion, either re-perform the Professional Services or return the price paid for them. These remedies are Customer's sole remedies for breach of warranties in this section. Customer waives any breach of warranty claims not made during the warranty period.

b. ***Exclusions.*** The warranties in this section do not cover problems caused by accident, abuse or use in a manner inconsistent with this Amendment, including failure to meet minimum system requirements. These warranties do not apply to free, trial, pre-release or beta Products or to components of Products that Customer is permitted to redistribute. ***DISCLAIMER.*** **Except for the limited warranties above, Microsoft provides no other warranties or conditions and disclaims any other express, implied or statutory warranties, including warranties of quality, merchantability, fitness for a particular purpose, title and non-infringement.**

7. Defense of third-party claims.

To the extent not prohibited by applicable law, the parties will defend each other against the third-party claims described in this section and will pay the amount of any resulting adverse final judgment or approved settlement, but only if the defending party is promptly notified in writing of the claim and has the right to control the defense and any settlement of it (subject to (subject to 28 U.S.C. § 516 is Customer is a Federal Government agency). The party being defended must provide the defending party with all requested assistance, information and authority. The defending party will reimburse the other party for reasonable out-of-pocket expenses it incurs in providing assistance. This section describes the parties' sole remedies and entire liability for such claims.

a. **By Microsoft.** Microsoft will defend Customer against any third-party claim to the extent it alleges that any Fix or Services Deliverable made available by Microsoft for a fee and used within the scope of Section 3 of this Amendment (unmodified from the form provided by Microsoft and not combined with anything else) misappropriates a trade secret or directly infringes a patent, copyright, or trademark or other proprietary right of a third party. If Microsoft is unable to resolve a claim of infringement under commercially reasonable terms, it may, at its option, either (1) modify or replace the Fix or Services Deliverable with a functional equivalent; or (2) terminate Customer's license and refund any fees paid for such Fix(es) and Services Deliverable(s). Microsoft will not be liable for any claims or damages due to Customer's continued use of a Product, Fix or Services Deliverable after being notified to stop due to a third-party claim.

b. **By Customer.** To the extent permitted by applicable law, Customer will defend Microsoft against any third-party claim to the extent it alleges that Customer's use of any Fix or Services Deliverable alone or in combination with anything else, violates the law or damages a third party.

c. Notwithstanding the foregoing, Microsoft's rights set forth in this section (and the rights of the third party claiming infringement) shall be governed by the provisions of 28 U.S.C. § 1498, if Customer is a Federal Government agency.

8. Limitations of liability.

Each party's maximum, aggregate liability to the other is limited to direct damages finally awarded in an amount not to exceed the amounts Customer was required to pay for the applicable Statement of Services, subject to the following.

a. **Free Professional Services and Distributable Code.** For Professional Services provided free of charge and code that Customer is authorized to redistribute to third parties without a separate payment to Microsoft, Microsoft's liability is limited to direct damages finally awarded up to US$5000.

b. **Exclusions. In no event will either party be liable for any indirect, incidental, special, punitive, or consequential damages, or for loss of use, loss of business information, loss of revenue, or interruption of business, however caused or on any theory of liability.**

c. **Exceptions.** No limitation or exclusions will apply to liability arising out of either party's (1) confidentiality obligations (except for all liability related to Customer Data, which will remain subject

to the limitations and exclusions above); (2) defense obligations; or (3) violation of the other party's intellectual property rights.

9. ***Term and termination.*** This Amendment will remain in effect until terminated.

Either party may terminate this Amendment at any time without cause by giving the other party at least 60 calendar days prior written notice. Terminating this Amendment will not affect any existing Statements of Services but will terminate the ability of the parties to enter into subsequent Statements of Services.

Customer may terminate a Statement of Services upon 30 days' notice. Either party to the Statement of Services may terminate it if the other party is in material breach or default of any obligation that is not cured within 30 calendar days' notice of such breach. Microsoft may terminate a Statement of Services if Customer fails to pay any invoice that is more than 60 days outstanding. Customer agrees to pay all fees for Professional Services performed and expenses incurred prior to termination and any additional amounts that may be specified in a Statement of Services. Upon Microsoft's receipt of payment for the Professional Services, Customer's interests in the Services Deliverables will vest.

10. ***Miscellaneous.***

a. ***Notices.*** Notices must be sent to the address on the signature page of this Amendment or on an applicable Statement of Services. All notices, authorizations, and requests given or made in connection with this Amendment must be in writing and will be treated as delivered on the date shown on the return receipt or on the courier or fax confirmation of delivery. Microsoft may provide information to Customer about upcoming ordering deadlines, services and subscription information in electronic form, including by email to contacts provided by the Customer. Emails will be treated as delivered on the transmission date.

b. ***Applicable law; dispute resolution.*** This Amendment together with the applicable Statement of Services will be governed by the laws set forth in the Agreement.

c. ***Severability.*** If any provision of this Amendment is held to be unenforceable, the balance of the Amendment will remain in full force and effect.

d. ***Waiver.*** Failure to enforce any provision of this Amendment will not constitute a waiver. Any waiver must be made in writing and signed by an authorized representative of the waiving party.

e. ***Survival.*** All provisions survive termination or expiration of this Amendment, except those requiring performance only during the term of a Statement of Services.

f. ***Microsoft as independent contractor.*** The parties are independent contractors. Customer and Microsoft each may develop products independently without using the other's Confidential Information.

g. ***Use of contractors.*** Microsoft may use contractors to perform Professional Services but will be responsible for their performance subject to the terms of this Amendment.

h. ***Insurance while performing Professional Services on Customer's premises.*** Microsoft will maintain industry-appropriate insurance coverage at all times when performing Professional Services on Customer's premises under this Amendment via commercial insurance, self-insurance, or any other similar risk financing alternative. Microsoft will provide Customer with evidence of coverage on request.

i. ***Amendments.*** Any modification to this Amendment must be executed by both parties, except that Microsoft may change the Product Terms and Use Rights in accordance with the terms of the Agreement. Any additional or conflicting terms and conditions contained in Customer's purchase order are expressly rejected and will not apply.

j. ***No transfer of ownership.*** Microsoft does not transfer ownership rights in any Product. The Products are protected by copyright and other intellectual property rights, laws and international treaties.

k. ***Professional Services payment terms.*** Customer agrees to pay all fees in a Statement of Services within 30 days of the date of Microsoft's invoice unless the Statement of Services provides otherwise. Microsoft may assess a finance charge of the lesser of 18% per annum, accrued, calculated and payable monthly or the highest amount allowed by law on all past due amounts due to Microsoft. Microsoft will have no obligation to continue to provide Professional Services if Customer fails to make timely payment.

l. ***Taxes.*** If any amounts are to be paid to Microsoft, the amounts owed are exclusive of any taxes. Customer shall pay all value added, goods and services, sales, gross receipts or other transaction taxes, fees, charges or surcharges or other similar taxes, chares or fees or any regulatory cost recovery and other surcharges that are owed under this Amendment and which Microsoft is permitted to collect from Customer. Customer shall also be responsible for an applicable stamp taxes and for all other taxes that it is legally obligated to pay, including any taxes that arise on the distribution of provision of Professional Services by Customer to its Affiliates. Microsoft shall be responsible for payment of all taxes based upon its net income, gross receipts taxes imposed in lieu of taxes on income or profits, or taxes on Microsoft's property ownership.

If any taxes are required to be withheld on payments made to Microsoft, Customer may deduct such taxes from the amount owed and pay them to the appropriate taxing authority; provided however, that Customer shall promptly secure and deliver an official receipt for those withholdings and other documents reasonably requested by Microsoft to claim a foreign tax credit or refund. Customer will ensure that any taxes withheld are minimized to the extent possible under applicable law.

m. **No third-party beneficiaries.** This Amendment does not create and third-party beneficiary rights.

Except for changes made by this Amendment, the Enrollment or Agreement identified above remains unchanged and in full force and effect. If there is any conflict between any provision in this Amendment and any provision in the Enrollment or Agreement identified above, this Amendment shall control.

This Amendment must be attached to a signature form to be valid.

Microsoft Internal Use Only:

_Consulting Services Amendment for EA Attach.docx	CTM	CTM-FWK-CTC-AGR	BD

Microsoft Volume Licensing

Program Signature Form

MBA/MBSA number	
Agreement number	8084445

004-kayleed-S-04

Note: Enter the applicable active numbers associated with the documents below. Microsoft requires the associated active number be indicated here, or listed below as new.

For the purposes of this form, "Customer" can mean the signing entity, Enrolled Affiliate, Government Partner, Institution, or other party entering into a volume licensing program agreement.

This signature form and all contract documents identified in the table below are entered into between the Customer and the Microsoft Affiliate signing, as of the effective date identified below.

Contract Document	Number or Code
Enterprise Agreement	X20-10209
<Choose Agreement>	Document Number or Code
<Choose Agreement>	Document Number or Code
<Choose Agreement>	Document Number or Code
<Choose Agreement>	Document Number or Code
<Choose Enrollment/Registration>	Document Number or Code
<Choose Enrollment/Registration>	Document Number or Code
<Choose Enrollment/Registration>	Document Number or Code
<Choose Enrollment/Registration>	Document Number or Code
<Choose Enrollment/Registration>	Document Number or Code
Amendment to Contract Documents	CTM-CPT-OPT-FWK (new)

By signing below, Customer and the Microsoft Affiliate agree that both parties (1) have received, read and understand the above contract documents, including any websites or documents incorporated by reference and any amendments and (2) agree to be bound by the terms of all such documents.

Customer	
Name of Entity (must be legal entity name)*	County of Riverside
Signature*	
Printed First and Last Name*	Richard R. Hai
Printed Title	Sr. Procurement Contract Specialist
Signature Date*	08/22/2019
Tax ID	

* *indicates required field*

FORM APPROVED COUNTY COUNSEL
BY SUSANNA N. OH DATE 8/22/19

Exhibit B

LSP REPORTING OF ACTIVE ENROLLMENTS
MICROSOFT ENTERPRISE AGREEMENT No. 8084445

LSP Name	*Company name*
RIVCO Contract ID	**TBD**

Master Enrollment	**Enrollment Number:**	**Enrollment Entity:**	**Start Date:**	**End Date:**	**Annual Sales** Reporting Term: Calendar Year	**Enrollment Contact:**	**Enrollment Contact Email:**	**Enrollment Contact Tel:**
		County of Riverside	XX/XX/XXXX	XX/XX/XXXX		John Doe		

Exhibit C
MICROSOFT LSP PARTICIPATION FORM

JIM SMITH
Chief Information Officer

DARRYL POLK
Chief Technology Officer

TRACY TILLMAN
Deputy Director Admin – IT

ANTHONY CHOGYOJI
Chief Information Security Officer

MARTIN PEREZ, ACIO
Enterprise Applications Bureau

GUSTAVO VAZQUEZ, ACIO
Converged Communications Bureau

KARAN CHANDRAN, ACIO
Technology Services Bureau

Microsoft LSP Participation Form
(RFQ # ITARC-00532 Attachment 2)

Complete this form and return to:	**Payment should be made to:**
Attention: Linda Fakhouri E-mail: lfakhouri@rivco.org	Riverside County Information Technology 3450 14th Street, Fourth Floor Riverside, CA 92501 County of Riverside TIN #: 95-6000930

Company Name: CDW Government LLC

Name: Brian Fisher Title: Dir Program Management

Address: 230 N. Milwaukee Ave

City: Vernon Hills, IL Zip Code: 60061 Telephone #: (847) 419-7342

Fax #: (847) 465-5131 Email: jordham@cdwg.com

The County of Riverside is the host of the Microsoft Master Agreement No. 8084445. All questions regarding the products and licensing should be directed to Microsoft.

By signing below, I am agreeing to pay the participation fees for each enrollment that is established by leveraging the County of Riverside Master Agreement in accordance to the schedule referenced on RFQ # ITARC-00532 and any subsequent contracts and / or amendments.

By signing below, I also agree that all enrollments will be submitted to Microsoft direct, to report enrollment activity and comply to the payment schedule per RFQ # ITARC-00532 to Riverside County Information Technology.

Please reference the remittance information above for where to send the payment. Failure to comply may result in the award being rescinded.

Brian Fisher 5/9/24
Signature Date

Brian Fisher Dir Program Management
Printed Name Title

*Please reference the CDW•G Terms of Offer found on page 26 of our response.

Exhibit D
Microsoft EA Benefits for Government Agencies

E1 Reduced Paperwork

Reduced number of separate documents to review – by consolidating amendments into a single document. Many of the amendments previously required are now built into the enrollment document. Customers utilizing the County of Riverside EA Master Agreement may choose either an Enterprise Enrollment or a Server and Cloud Enrollment (or both) depending on their needs.

E2 Standard Pricing Across all platforms

Microsoft will provide LSP's (authorized EA LSPs on this contract) with Government Level-D, pricing off of published "LSP cost" all platforms. Azure discount is a factor of the consumption rate. This will make it easy when calculating New, Additional product, and True-up purchases at the beginning or during your Enterprise Agreement Term. It also reduces possible confusion among partners.

E3 No charge Onboarding Services

Microsoft assisted onboarding is now a benefit of Office 365, Microsoft Intune, Azure AD Premium and Azure RMS. Eligible customers will receive guidance from a dedicated group of onboarding experts known as the Microsoft FastTrack Center (FTC) to onboard to these services. The FTC uses an onboarding approach known as FastTrack to help you, your IT Team, and or Partner, confidently onboard new users and capabilities. Programs are subject to change and/or evolve.

E4 No Charge Security Incident Assistance

Microsoft will engage special security teams in the event of an exploit if your organization leverages Microsoft security technologies as part of your enterprise agreement commitment. These teams will help you identify and stop the malicious attack and triage the incident. See your Microsoft Sales Executive for more details.

E5 Raise and lower commitment for hosted services during the Enterprise Agreement Period

You can raise your commitment for hosted services like O365, CRM, Azure during the current EA year and only commit to the remaining months in that year. Example: your anniversary for your Year-2 term is in November and your adding 100 Office 365 users in May. You will only be obligated to pay for the 6 months leading to your anniversary. Additionally, you can now true-down hosted services at your anniversary to the original commitment level as well.

E6 Additional Software Assurance benefits

- With New Version Rights, you can upgrade each Microsoft product license that is covered by active Software Assurance to the most recent version for no additional cost. When a new version of Microsoft Office is released during the term of your agreement, your licenses are automatically upgraded to the new version.

- Office Roaming Use Rights: Help expand end-user productivity and extend the value of your virtual desktop environment with Office Roaming Use Rights, which lets users with Software

Assurance on Office, Project, or Visio remotely access their software on their virtual desktops from third-party devices.

- Spread Payments: Spread the costs of your License and Software Assurance purchase across three equal, annual sums versus one up-front payment to help reduce initial costs and aid in forecasting annual software budget requirements up to three years in advance. When you use the Spread Payments benefit, no interest or additional fees are incurred. You may also consider Microsoft Payment Solutions to help finance your technology needs, including software, services, partner products, and hardware. Although Microsoft Payment Solutions is not part of Software Assurance, you can choose it separate from, or in addition to, the Spread Payments benefit to create a customized payment structure.
- Step-Up Licensing: Volume Licensing customers with Software Assurance can migrate from a lower edition to a higher edition software product while maintaining their Software Assurance coverage on a given product. The Step-up License makes it easier for you to move from a lower level edition to a higher-level edition without incurring the full cost of licensing two separate editions of the software.

More information about the Software Assurance by products as listed above can be found at: https://www.microsoft.com/en-us/Licensing/licensing-programs/software-assurance-by-product.aspx?83ffdda4-a263-4123-9752-1122538c0a96=True

Exhibit E
Microsoft Enterprise Agreements and Amendments

E1) Microsoft Enterprise Agreement No. 8084445.
E2) Microsoft Select Plus Agreement No. 7756479.
E3) Amendments No. 1- EA Custom Terms CTM (Document No. CTM-CPT-OPT-FWK)
E4) Amendments No. 2- EA Custom Terms (Document No. CTM-FWK-CTC-AGR).

Microsoft Volume Licensing

Program Signature Form

MBA/MBSA number	
Agreement number	8084445

004-kayleed-S-04

Note: Enter the applicable active numbers associated with the documents below. Microsoft requires the associated active number be indicated here, or listed below as new.

For the purposes of this form, "Customer" can mean the signing entity, Enrolled Affiliate, Government Partner, Institution, or other party entering into a volume licensing program agreement.

This signature form and all contract documents identified in the table below are entered into between the Customer and the Microsoft Affiliate signing, as of the effective date identified below.

Contract Document	Number or Code
Enterprise Agreement	X20-10209
<Choose Agreement>	Document Number or Code
<Choose Agreement>	Document Number or Code
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<Choose Enrollment/Registration>	Document Number or Code
<Choose Enrollment/Registration>	Document Number or Code
<Choose Enrollment/Registration>	Document Number or Code
Amendment to Contract Documents	CTM-CPT-OPT-FWK (new)

By signing below, Customer and the Microsoft Affiliate agree that both parties (1) have received, read and understand the above contract documents, including any websites or documents incorporated by reference and any amendments and (2) agree to be bound by the terms of all such documents.

Customer	
Name of Entity (must be legal entity name)*	County of Riverside
Signature*	
Printed First and Last Name*	Richard R. Hai
Printed Title	Sr. Procurement Contract Specialist
Signature Date*	08/22/2019
Tax ID	

* *indicates required field*

FORM APPROVED COUNTY COUNSEL
BY: SUSANNA N. OH DATE 8/22/19

Microsoft Affiliate	
Microsoft Corporation	
Signature	
Printed First and Last Name	
Printed Title	
Signature Date (date Microsoft Affiliate countersigns)	
Agreement Effective Date (may be different than Microsoft's signature date)	8/23/2019

Microsoft
Microsoft Corporation
AUG 23 2019
Chance Krail
Duly Authorized on behalf of
Microsoft Corporation

Optional 2nd Customer signature or Outsourcer signature (if applicable)

Customer
Name of Entity (must be legal entity name)*
Signature*
Printed First and Last Name*
Printed Title
Signature Date*

* *indicates required field*

Outsourcer
Name of Entity (must be legal entity name)*
Signature*
Printed First and Last Name*
Printed Title
Signature Date*

* *indicates required field*

If Customer requires physical media, additional contacts, or is reporting multiple previous Enrollments, include the appropriate form(s) with this signature form.

After this signature form is signed by the Customer, send it and the Contract Documents to Customer's channel partner or Microsoft account manager, who must submit them to the following address. When the signature form is fully executed by Microsoft, Customer will receive a confirmation copy.

Microsoft Corporation
Dept. 551, Volume Licensing
6100 Neil Road, Suite 210
Reno, Nevada 89511-1137
USA

Microsoft Volume Licensing

Amendment to Contract Documents

Agreement Number 8084445

004-kayleed-S-04

This amendment ("Amendment") is entered into between the parties identified on the attached program signature form. It amends the Enrollment or Agreement identified above. All terms used but not defined in this Amendment will have the same meanings provided in that Enrollment or Agreement.

Enterprise Agreement Custom Terms CTM

1. Section 6a, "Term", is hereby amended and restated as follows:
   a. **Term.** The term of this Agreement will remain in effect unless terminated by either party as described below. Each Enrollment will have the term provided in that Enrollment.

2. The pricing that Microsoft will offer Enrolled Affiliate's Reseller for Enrollments effective between November 1, 2019 through October 31, 2021, and that will apply for the entire initial term of such Enrollments, is as follows:

Product	Price Level	Examples include but are not limited to the following*:
Enterprise Online Services** (including Full USLs, From SA USLs, Add-ons and Step Ups)	Level D minus 2%	M365 E3 and E5, Enterprise Mobility + Security E3 and E5, Office 365 Enterprise E1 or E3, Windows 10 Enterprise E3 or E5
Enterprise Products	Level D	Office 365 Pro Plus, Windows 10 Enterprise, Core CAL Suite, Enterprise CAL Suite
Additional Products	Level D	M365 F1, M365 E5 Compliance, M365 E5 Security, Office 365 Enterprise F1, Project Online, Visio Online Plan 1 or Plan 2, Dynamics 365, Azure, SQL Server, Windows Server, etc.
Server and Tools Product (applies to Server and Cloud Enrollments only)	Level D	SharePoint Server, SQL Server, BizTalk Server, Visual Studio, Core Infrastructure Suites, etc.

*The examples include online services that are available in either the commercial or government cloud offerings.

**Qualifying Enterprise Online Services are identified in the Product Terms with the cell value of "EO" in the tables for "Program Availability". The scope of Enterprise Online Services is subject to change as Enterprise Online Services are added, updated/revised or removed from the Enterprise program offering.

Exclusions apply to the additional 2% discount on Enterprise Online Services as follows:

- The price list month that applies to an order is not a factor in determining whether the additional 2% discount on Enterprise Online Services may be applied to an order. The only applicable factor is the effective date of the Enrollment.
- The discount does not apply to any extensions of the initial Term or renewal Enrollments.
- The discount does not apply to any promotional SKUs. Enrolled Affiliate is entitled to the lower of the promotional price or discounted price.

The price level that applies to Enrollments effective on or after November 1, 2021 is Level D for all Products.

The Reseller and the Enrolled Affiliate will determine the Enrolled Affiliate's actual price and payment terms.

Except for changes made by this Amendment, the Enrollment or Agreement identified above remains unchanged and in full force and effect. If there is any conflict between any provision in this Amendment and any provision in the Enrollment or Agreement identified above, this Amendment shall control.

This Amendment must be attached to a signature form to be valid.

Microsoft Internal Use Only:

Riverside County EA Amend 8.7.docx	CTM	CTM-CPT-OPT-FWK	BD

Microsoft Volume Licensing

Enterprise Agreement State and Local

Not for Use with Microsoft Business Agreement or Microsoft Business and Services Agreement

This Microsoft Enterprise Agreement ("Agreement") is entered into between the entities identified on the signature form.

Effective date. The effective date of this Agreement is the earliest effective date of any Enrollment entered into under this Agreement or the date Microsoft accepts this Agreement, whichever is earlier.

This Agreement consists of (1) these Agreement terms and conditions, including any amendments and the signature form and all attachments identified therein, (2) the Product Terms applicable to Products licensed under this Agreement, (3) the Online Services Terms, (4) any Affiliate Enrollment entered into under this Agreement, and (5) any order submitted under this Agreement.

Please note: Documents referenced in this Agreement but not attached to the signature form may be found at http://www.microsoft.com/licensing/contracts and are incorporated in this Agreement by reference, including the Product Terms and Use Rights. These documents may contain additional terms and conditions for Products licensed under this Agreement and may be changed from time to time. Customer should review such documents carefully, both at the time of signing and periodically thereafter, and fully understand all terms and conditions applicable to Products licensed.

Terms and Conditions

1. Definitions.

"Affiliate" means

a. with regard to Customer,

(i) any government agency, department, office, instrumentality, division, unit or other entity of the state or local government that is supervised by or is part of Customer, or which supervises Customer or of which Customer is a part, or which is under common supervision with Customer;

(ii) any county, borough, commonwealth, city, municipality, town, township, special purpose district, or other similar type of governmental instrumentality established by the laws of Customer's state and located within Customer's state jurisdiction and geographic boundaries; and

(iii) any other entity in Customer's state expressly authorized by the laws of Customer's state to purchase under state contracts; provided that a state and its Affiliates shall not, for purposes of this definition, be considered to be Affiliates of the federal government and its Affiliates; and

b. with regard to Microsoft, any legal entity that Microsoft owns, that owns Microsoft, or that is under common ownership with Microsoft.

"Customer" means the legal entity that has entered into this Agreement with Microsoft.

"Customer Data" means all data, including all text, sound, software, image, or video files that are provided to Microsoft by, or on behalf of, an Enrolled Affiliate and its Affiliates through use of Online Services.

"day" means a calendar day, except for references that specify "business day".

"Enrolled Affiliate" means an entity, either Customer or any one of Customer's Affiliates that has entered into an Enrollment under this Agreement.

"Enrollment" means the document that an Enrolled Affiliate submits under this Agreement to place orders for Products.

"Enterprise" means an Enrolled Affiliate and the Affiliates for which it is responsible and chooses on its Enrollment to include in its enterprise.

"Fixes" means Product fixes, modifications or enhancements, or their derivatives, that Microsoft either releases generally (such as Product service packs) or provides to Customer to address a specific issue.

"License" means the right to download, install, access and use a Product. For certain Products, a License may be available on a fixed term or subscription basis ("Subscription License"). Licenses for Online Services will be considered Subscription Licenses.

"Microsoft" means the Microsoft Affiliate that has entered into this Agreement or an Enrollment and its Affiliates, as appropriate.

"Online Services" means the Microsoft-hosted services identified as Online Services in the Product Terms.

"Online Services Terms" means the additional terms that apply to Customer's use of Online Services published on the Volume Licensing Site and updated from time to time.

"Product" means all products identified in the Product Terms, such as all Software, Online Services and other web-based services, including pre-release or beta versions.

"Product Terms" means the document that provides information about Microsoft Products and Professional Services available through volume licensing. The Product Terms document is published on the Volume Licensing Site and is updated from time to time.

"SLA" means Service Level Agreement, which specifies the minimum service level for Online Services and is published on the Volume Licensing Site.

"Software" means licensed copies of Microsoft software identified on the Product Terms. Software does not include Online Services, but Software may be part of an Online Service.

"Software Assurance" is an offering by Microsoft that provides new version rights and other benefits for Products as further described in the Product Terms.

"Trade Secret" means information that is not generally known or readily ascertainable to the public, has economic value as a result, and has been subject to reasonable steps under the circumstances to maintain its secrecy.

"use" or "run" means to copy, install, use, access, display, run or otherwise interact.

"Use Rights" means the use rights or terms of service for each Product published on the Volume Licensing Site and updated from time to time. The Use Rights supersede the terms of any end user license agreement that accompanies a Product. The Use Rights for Software are published by Microsoft in the Product Terms. The Use Rights for Online Services are published in the Online Services Terms.

"Volume Licensing Site" means http://www.microsoft.com/licensing/contracts or a successor site.

2. *How the Enterprise program works.*

a. **General.** The Enterprise program consists of the terms and conditions on which an Enrolled Affiliate may acquire Product Licenses. Under the Enterprise program, Customer and its Affiliates may order Licenses for Products by entering into Enrollments.

b. **Enrollments.** The Enterprise program gives Customer and/or its Affiliates the ability to enter into one or more Enrollments to order Products. Subscription Enrollments may be available for some of these Enrollments. Notwithstanding any other provision of this Agreement, only Enrolled Affiliates identified in an Enrollment will be responsible for complying with the terms of that Enrollment, including the terms of this Agreement incorporated by reference in that Enrollment.

c. **Licenses.** The types of Licenses available are (1) Licenses obtained under Software Assurance (L&SA), and (2) Subscription Licenses. These License types, as well as additional License Types, are further described in the Product List.

3. *Licenses for Products.*

a. **License Grant.** Microsoft grants the Enterprise a non-exclusive, worldwide and limited right to download, install and use software Products, and to access and use the Online Services, each in the quantity ordered under an Enrollment. The rights granted are subject to the terms of this Agreement, the Use Rights and the Product Terms. Microsoft reserves all rights not expressly granted in this Agreement.

b. **Duration of Licenses.** Subscription Licenses and most Software Assurance rights are temporary and expire when the applicable Enrollment is terminated or expires, unless the Enrolled Affiliate exercises a buy-out option, which is available for some Subscription Licenses. Except as otherwise noted in the applicable Enrollment or Use Rights, all other Licenses become perpetual only when all payments for that License have been made and the initial Enrollment term has expired.

c. **Applicable Use Rights.**

(i) **Products (other than Online Services).** The Use Rights in effect on the effective date of the applicable Enrollment term will apply to Enterprise's use of the version of each Product that is current at the time. For future versions and new Products, the Use Rights in effect when those versions and Products are first released will apply. Changes Microsoft makes to the Use Rights for a particular version will not apply unless the Enrolled Affiliate chooses to have those changes apply. The Use Rights applicable to perpetual Licenses that were acquired under a previous agreement or Enrollment are determined by the Agreement or Enrollment under which they were acquired. Renewal of Software Assurance does not change which Use Rights apply to those Licenses.

(ii) **Online Services.** For Online Services, the Use Rights in effect on the subscription start date will apply for the subscription term as defined in the Product Terms.

d. **Downgrade rights.** Enrolled Affiliate may use an earlier version of a Product other than Online Services than the version that is current on the effective date of the Enrollment. For Licenses acquired in the current Enrollment term, the Use Rights for the current version apply to the use of the earlier version. If the earlier Product version includes features that are not in the new version, then the Use Rights applicable to the earlier version apply with respect to those features.

e. **New Version Rights under Software Assurance.** Enrolled Affiliate must order and maintain continuous Software Assurance coverage for each License ordered. With Software Assurance coverage, Enterprise automatically has the right to use a new version of a licensed Product as soon as it is released, even if Enrolled Affiliate chooses not to use the new version immediately

(i) Except as otherwise permitted under an Enrollment, use of the new version will be subject to the new version's Use Rights.

(ii) If the License for the earlier version of the Product is perpetual at the time the new version is released, the License for the new version will also be perpetual. Perpetual Licenses obtained through Software Assurance replace any perpetual Licenses for the earlier version.

f. **License confirmation.** This Agreement, the applicable Enrollment, Enrolled Affiliate's order confirmation, and any documentation evidencing transfers of perpetual Licenses, together with proof of payment, will be Enrolled Affiliate's evidence of all Licenses obtained under an Enrollment.

g. **Reorganizations, consolidations and privatizations.** If the number of Licenses covered by an Enrollment changes by more than ten percent as a result of (1) a reorganization, consolidation or privatization of an entity or an operating division, (2) a privatization of an Affiliate or an operating division of Enrolled Affiliate or any of its Affiliates, or (3) a consolidation including a merger with a third party that has an existing agreement or Enrollment, Microsoft will work with Enrolled Affiliate in good faith to determine how to accommodate its changed circumstances in the context of this Agreement.

4. *Making copies of Products and re-imaging rights.*

a. **General.** Enrolled Affiliate may make as many copies of Products, as it needs to distribute them within the Enterprise. Copies must be true and complete (including copyright and trademark notices) from master copies obtained from a Microsoft approved fulfillment source. Enrolled Affiliate may use a third party to make these copies, but Enrolled Affiliate agrees it will be responsible for any third party's actions. Enrolled Affiliate agrees to make reasonable efforts to notify its employees, agents, and any other individuals who use the Products that the Products are licensed from Microsoft and subject to the terms of this Agreement.

b. **Copies for training/evaluation and back-up.** For all Products other than Online Services, Enrolled Affiliate may: (1) use up to 20 complimentary copies of any licensed Product in a dedicated training facility on its premises for purposes of training on that particular Product, (2) use up to 10 complimentary copies of any Products for a 60-day evaluation period, and (3) use one complimentary copy of any licensed Product for back-up or archival purposes for each of its distinct geographic locations. Trials for Online Services may be available if specified in the Use Rights.

c. **Right to re-image.** In certain cases, re-imaging is permitted using the Product media. If the Microsoft Product is licensed (1) from an original equipment manufacturer (OEM), (2) as a full packaged Product through a retail source, or (3) under another Microsoft program, then media provided under this Agreement may generally be used to create images for use in place of copies provided through that separate source. This right is conditional upon the following:

(i) Separate Licenses must be acquired from the separate source for each Product that is re-imaged.

(ii) The Product, language, version, and components of the copies made must be identical to the Product, language, version, and all components of the copies they replace and the number of copies or instances of the re-imaged Product permitted remains the same.

(iii) Except for copies of an operating system and copies of Products licensed under another Microsoft program, the Product type (e.g., Upgrade or full License) re-imaged must be identical to the Product type licensed from the separate source.

(iv) Enrolled Affiliate must adhere to any Product-specific processes or requirements for re-imaging identified in the Product Terms.

Re-imaged Products remain subject to the terms and use rights of the License acquired from the separate source. This subsection does not create or extend any Microsoft warranty or support obligation.

5. *Transferring and reassigning Licenses.*

a. **License transfers.** License transfers are not permitted, except that Customer or an Enrolled Affiliate may transfer only fully-paid perpetual Licenses to:

(i) an Affiliate, or

(ii) a third party solely in connection with the transfer of hardware or employees to whom the Licenses have been assigned as part of (A) a privatization of an Affiliate or agency or of an

operating division of Enrolled Affiliate or an Affiliate. (B) a reorganization, or (C) a consolidation.

Upon such transfer, Customer or Enrolled Affiliate must uninstall and discontinue using the licensed Product and render any copies unusable.

b. **Notification of License Transfer.** Enrolled Affiliate must notify Microsoft of a License transfer by completing a license transfer form, which can be obtained from http://www.microsoft.com/licensing/contracts and sending the completed form to Microsoft before the License transfer. No License transfer will be valid unless Enrolled Affiliate provides to the transferee, and the transferee accepts in writing, documents sufficient to enable the transferee to ascertain the scope, purpose and limitations of the rights granted by Microsoft under the licenses being transferred (includingthe applicable Use Rights, use and transfer restrictions, warranties and limitations of liability). Any License transfer not made in compliance with this section will be void.

c. **Internal Assignment of Licenses and Software Assurance.** Licenses and Software Assurance must be assigned to a single user or device within the Enterprise. Licenses and Software Assurance may be reassigned within the Enterprise as described in the Use Rights.

6. *Term and termination.*

a. **Term.** The term of this Agreement will be 36 full calendar months from the effective date unless terminated by either party as described below. Each Enrollment will have the term provided in that Enrollment.

b. **Termination without cause.** Either party may terminate this Agreement, without cause, upon 60 days' written notice. In the event of termination, new Enrollments will not be accepted, but any existing Enrollment will continue for the term of such Enrollment and will continue to be governed by this Agreement.

c. **Mid-term termination for non-appropriation of Funds.** Enrolled Affiliate may terminate this Agreement or an Enrollment without liability, penalty or further obligation to make payments if funds to make payments under the Agreement or Enrollment are not appropriated or allocated by the Enrolled Affiliate for such purpose.

d. **Termination for cause.** Without limiting any other remedies it may have, either party may terminate an Enrollment if the other party materially breaches its obligations under this Agreement, including any obligation to submit orders or pay invoices. Except where the breach is by its nature not curable within 30 days, the terminating party must give the other party 30 days' notice of its intent to terminate and an opportunity to cure the breach.

If Microsoft gives such notice to an Enrolled Affiliate, Microsoft also will give Customer a copy of that notice and Customer agrees to help resolve the breach. If the breach affects other Enrollments and cannot be resolved between Microsoft and Enrolled Affiliate, together with Customer's help, within a reasonable period of time, Microsoft may terminate this Agreement and all Enrollments under it. If an Enrolled Affiliate ceases to be Customer's Affiliate, it must promptly notify Microsoft, and Microsoft may terminate the former Affiliate's Enrollment. If an Enrolled Affiliate terminates its Enrollment as a result of a breach by Microsoft, or if Microsoft terminates an Enrollment because Enrolled Affiliate ceases to be Customer's Affiliate, then Enrolled Affiliate will have the early termination rights described in the Enrollment.

e. **Early termination.** If (1) an Enrolled Affiliate terminates its Enrollment as a result of a breach by Microsoft, or (2) if Microsoft terminates an Enrollment because the Enrolled Affiliate has ceased to be an Affiliate of Customer, or (3) Enrolled Affiliate terminates an Enrollment for non-appropriation of funds, or (4) Microsoft terminates an Enrollment for non-payment due to non-appropriation of funds, then the Enrolled Affiliate will have the following options:

(i) It may immediately pay the total remaining amount due, including all installments, in which case, the Enrolled Affiliate will have perpetual rights for all Licenses it has ordered; or

(ii) It may pay only amounts due as of the termination date, in which case the Enrolled Affiliate will have perpetual Licenses for:

1) all copies of Products (including the latest version of Products ordered under SA coverage in the current term) for which payment has been made in full, and

2) the number of copies of Products it has ordered (including the latest version of Products ordered under Software Assurance coverage in current term) that is proportional to the total of installment payments paid versus total amounts due (paid and payable) if the early termination had not occurred.

(iii) In the case of early termination under subscription Enrollments, Enrolled Affiliate will have the following options:

1) For eligible Products, Enrolled Affiliate may obtain perpetual Licenses as described in the section of the Enrollment titled "Buy-out option," provided that Microsoft receives the buy-out order for those Licenses within 60 days after Enrolled Affiliate provides notice of termination.

2) In the event of a breach by Microsoft, if Customer chooses not to exercise a buy-out option, Microsoft will issue Enrolled Affilaite a credit for any amount paid in advance for Subscription Licenses that the Enterprise will not be able to use to do the termination of the Enrollment.

Nothing in this section shall affect perpetual License rights acquired either in a separate agreement or in a prior term of the terminated Enrollment.

f. **Effect of termination or expiration.** When an Enrollment expires or is terminated,

(i) Enrolled Affiliate must order Licenses for all copies of Products it has run for which it has not previously submitted an order. Any and all unpaid payments for any order of any kind remain due and payable. Except as provided in the subsection titled "Early termination," all unpaid payments for Licenses immediately become due and payable.

(ii) Enrolled Affiliate's right to Software Assurance benefits under this Agreement ends if it does not renew Software Assurance.

g. **Modification or termination of an Online Service for regulatory reasons.** Microsoft may modify or terminate an Online Service where there is any current or future government requirement or obligation that: (1) subjects Microsoft to any regulation or requirement not generally applicable to businesses operating in the jurisdiction; (2) presents a hardship for Microsoft to continue operating the Online Service without modification; and/or (3) causes Microsoft to believe these terms or the Online Service may conflict with any such requirement or obligation.

h. **Program updates.** Microsoft may make changes to this program that will make it necessary for Customer and its Enrolled Affiliates to enter into new agreements and Enrollments at the time of an Enrollment renewal.

7. *Use, ownership, rights, and restrictions.*

a. **Products.** Unless otherwise specified in a supplemental agreement, use of any Product is governed by the Use Rights specific to each Product and version and by the terms of the applicable supplemental agreement.

b. **Fixes.** Each Fix is licensed under the same terms as the Product to which it applies. If a Fix is not provided for a specific Product, any use rights Microsoft provides with the Fix will apply.

c. **Non-Microsoft software and technology.** Enrolled Affiliate is solely responsible for any non-Microsoft software or technology that it installs or uses with the Products or Fixes.

d. **Restrictions.** Enrolled Affiliate must not (and is not licensed to) (1) reverse engineer, decompile, or disassemble any Product or Fix; (2) install or use non-Microsoft software or technology in any way that would subject Microsoft's intellectual property or technology to any other license terms; or (3) work around any technical limitations in a Product or Fix or restrictions in Product documentation. Customer must not (and is not licensed to) () separate and run parts of a Product or Fix on more than one device, upgrade or downgrade parts of a Product or Fix at different times, or transfer parts of a Product or Fix separately; or (ii) distribute, sublicense, rent, lease, lend any Products or Fixes, in whole or in part, or use them to offer hosting services to a third party.

e. **Reservation of rights.** Products and Fixes are protected by copyright and other intellectual property rights laws and international treaties. Microsoft reserves all rights not expressly granted in this agreement. No rights will be granted or implied by waiver or estoppel. Rights to access or use Software on a device do not give Customer any right to implement Microsoft patents or other Microsoft intellectual property in the device itself or in any other software or devices.

8. *Confidentiality.*

"Confidential Information" is non-public information that is designated "confidential" or that a reasonable person should understand is confidential, including Customer Data. Confidential Information does not include information that (a) becomes publicly available without a breach of this agreement, (b) the receiving party received lawfully from another source without a confidentiality obligation, (c) is independently developed, or (d) is a comment or suggestion volunteered about the other party's business, products or services.

Each party will take reasonable steps to protect the other's Confidential Information and will use the other party's Confidential Information only for purposes of the parties' business relationship. Neither party will disclose that Confidential Information to third parties, except to its employees, Affiliates, contractors, advisors and consultants ("Representatives") and then only on a need-to-know basis under nondisclosure obligations at least as protective as this agreement. Each party remains responsible for the use of the Confidential Information by its Representatives and, in the event of discovery of any unauthorized use or disclosure, must promptly notify the other party.

A party may disclose the other's Confidential Information if required by law; but only after it notifies the other party (if legally permissible) to enable the other party to seek a protective order.

Neither party is required to restrict work assignments of its Representatives who have had access to Confidential Information. Each party agrees that the use of information retained in Representatives' unaided memories in the development or deployment of the parties' respective products or services does not create liability under this Agreement or trade secret law, and each party agrees to limit what it discloses to the other accordingly.

These obligations apply (i) for Customer Data until it is deleted from the Online Services, and (ii) for all other Confidential Information, for a period of five years after a party receives the Confidential Information.

9. *Privacy and compliance with laws.*

a. Enrolled Affiliate consents to the processing of personal information by Microsoft and its agents to facilitate the subject matter of this Agreement. Enrolled Affiliate will obtain all required consents from third parties under applicable privacy and data protection law before providing personal information to Microsoft.

b. Personal information collected under this agreement (i) may be transferred, stored and processed in the United States or any other country in which Microsoft or its service providers maintain facilities and (ii) will be subject to the privacy terms specified in the Use Rights. Microsoft will abide by the requirements of European Economic Area and Swiss data protection

law regarding the collection, use, transfer, retention, and other processing of personal data from the European Economic Area and Switzerland.

c. **U.S. export.** Products and Fixes are subject to U.S. export jurisdiction. Enrolled Affiliate must comply with all applicable international and national laws, including the U.S. Export Administration Regulations and International Traffic in Arms Regulations, and end-user, end use and destination restrictions issued by U.S. and other governments related to Microsoft products, services and technologies.

10. Warranties.

a. **Limited warranties and remedies.**

(i) **Software.** Microsoft warrants that each version of the Software will perform substantially as described in the applicable Product documentation for one year from the date the Enterprise is first licensed for that version. If it does not and the Enterprise notifies Microsoft within the warranty term, then Microsoft will, at its option (1) return the price Enrolled Affiliate paid for the Software license, or (2) repair or replace the Software.

(ii) **Online Services.** Microsoft warrants that each Online Service will perform in accordance with the applicable SLA during the Enterprise's use. The Enterprise's remedies for breach of this warranty are in the SLA.

The remedies above are the Enterprise's sole remedies for breach of the warranties in this section. Customer waives any breach of warranty claims not made during the warranty period.

b. **Exclusions.** The warranties in this agreement do not apply to problems caused by accident, abuse, or use in a manner inconsistent with this Agreement, including failure to meet minimum system requirements. These warranties do not apply to free, trial, pre-release, or beta products, or to components of Products that Enrolled Affiliate is permitted to redistribute.

c. **Disclaimer. Except for the limited warranties above, Microsoft provides no other warranties or conditions and disclaims any other express, implied, or statutory warranties, including warranties of quality, title, non-infringement, merchantability, and fitness for a particular purpose.**

11. Defense of third party claims.

The parties will defend each other against the third-party claims described in this section and will pay the amount of any resulting adverse final judgment or approved settlement, but only if the defending party is promptly notified in writing of the claim and has the right to control the defense and any settlement of it. The party being defended must provide the defending party with all requested assistance, information, and authority. The defending party will reimburse the other party for reasonable out-of-pocket expenses it incurs in providing assistance. This section describes the parties' sole remedies and entire liability for such claims.

a. **By Microsoft.** Microsoft will defend Enrolled Affiliate against any third-party claim to the extent it alleges that a Product or Fix made available by Microsoft for a fee and used within the scope of the license granted (unmodified from the form provided by Microsoft and not combined with anything else) misappropriates a trade secret or directly infringes a patent, copyright, trademark or other proprietary right of a third party. If Microsoft is unable to resolve a claim of infringement under commercially reasonable terms, it may, at its option, either (1) modify or replace the Product or Fix with a functional equivalent; or (2) terminate Enrolled Affiliate's license and refund any prepaid license fees (less depreciation on a five-year, straight-line basis) for perpetual licenses and any amount paid for Online Services for any usage period after the termination date. Microsoft will not be liable for any claims or damages due to Enrolled Affiliate's continued use of a Product or Fix after being notified to stop due to a third-party claim.

b. **By Enrolled Affiliate.** To the extent permitted by applicable law, Enrolled Affiliate will defend Microsoft against any third-party claim to the extent it alleges that: (1) any Customer Data or

non-Microsoft software hosted in an Online Service by Microsoft on Enrolled Affiliate's behalf misappropriates a trade secret or directly infringes a patent, copyright, trademark, or other proprietary right of a third party; or (2) Enrolled Affiliate's use of any Product or Fix, alone or in combination with anything else, violates the law or damages a third party.

12. *Limitation of liability.*

For each Product, each party's maximum, aggregate liability to the other under this Agreement is limited to direct damages finally awarded in an amount not to exceed the amounts Enrolled Affiliate was required to pay for the applicable Products during the term of this Agreement, subject to the following:

a. **Online Services.** For Online Services, Microsoft's maximum liability to Enrolled Affiliate for any incident giving rise to a claim will not exceed the amount Enrolled Affiliate paid for the Online Service during the 12 months before the incident.

b. **Free Products and Distributable Code.** For Products provided free of charge and code that Enrolled Affiliate is authorized to redistribute to third parties without separate payment to Microsoft, Microsoft's liability is limited to direct damages finally awarded up to US$5,000.

c. **Exclusions.** In no event will either party be liable for indirect, incidental, special, punitive, or consequential damages, or for loss of use, loss of business information, loss of revenue, or interruption of business, however caused or on any theory of liability.

d. **Exceptions.** No limitation or exclusions will apply to liability arising out of either party's (1) confidentiality obligations (except for all liability related to Customer Data, which will remain subject to the limitations and exclusions above); (2) defense obligations; or (3) violation of the other party's intellectual property rights.

13. *Verifying compliance.*

a. **Right to verify compliance.** Enrolled Affiliate must keep records relating to all use and distribution of Products by Enrolled Affiliate and its Affiliates. Microsoft has the right, at its expense, to the extent permitted by applicable law, to verify compliance with the Product's license terms. Enrolled Affiliate must promptly provide the independent auditor with any information the auditor reasonably requests in furtherance of the verification, including access to systems running the Products and evidence of Licenses for Products Enrolled Affiliate hosts, sublicenses, or distributes to third parties. Enrolled Affiliate agrees to complete Microsoft's self-audit process, which Microsoft may require as an alternative to a third party audit.

b. **Remedies for non-compliance.** If verification or self-audit reveals any unlicensed use or distribution, then within 30 days, (1) Enrolled Affiliate must order sufficient Licenses to cover that use or distribution, and (2) if unlicensed use or distribution is 5% or more, Enrolled Affiliate must reimburse Microsoft for the cost Microsoft has incurred in verification and acquire the necessary additional licenses at 125% of the price based on the then-current price list and Enrolled Affiliate price level. The unlicensed use percentage is based on the total number of licenses purchased compared to actual install base. If there is no unlicensed use, Microsoft will not subject Enrolled Affiliate to another verification for at least one year. By exercising the rights and procedures described above, Microsoft does not waive its rights to enforce this Agreement or to protect its intellectual property by any other means permitted by law.

c. **Verification process.** Microsoft will notify Enrolled Affiliate at least 30 days in advance of its intent to verify Enrolled Affiliate's compliance with the license terms for the Products Enrolled Affiliate and its Affiliates use or distribute. Microsoft will engage an independent auditor, which will be subject to a confidentiality obligation. Any information collected in the self-audit will be used solely for purposes of determining compliance. This verification will take place during normal business hours and in a manner that does not interfere unreasonably with Enrolled Affiliate's operations.

14. *Miscellaneous.*

a. **Use of contractors.** Microsoft may use contractors to perform services, but will be responsible for their performance subject to the terms of this Agreement.

b. **Microsoft as independent contractor.** The parties are independent contractors. Enrolled Affiliate and Microsoft each may develop products independently without using the other's Confidential Information.

c. **Notices.** Notices to Microsoft must be sent to the address on the signature form. Notices must be in writing and will be treated as delivered on the date shown on the return receipt or on the courier or fax confirmation of delivery. Microsoft may provide information to Enrolled Affiliate about upcoming ordering deadlines, services, and subscription information in electronic form, including by email to contacts provided by Enrolled Affiliate. Emails will be treated as delivered on the transmission date.

d. **Agreement not exclusive.** Customer is free to enter into agreements to license, use or promote non-Microsoft products.

e. **Amendments.** Any amendment to this Agreement must be executed by both parties, except that Microsoft may change the Product Terms and the Use Rights from time to time in accordance with the terms of this Agreement. Any conflicting terms and conditions contained in an Enrolled Affiliate's purchase order will not apply. Microsoft may require Customer to sign a new agreement or an amendment before an Enrolled Affiliate enters into an Enrollment under this agreement.

f. **Assignment.** Either party may assign this Agreement to an Affiliate, but must notify the other party in writing of the assignment. Any other proposed assignment must be approved by the non-assigning party in writing. Assignment will not relieve the assigning party of its obligations under the assigned agreement. Any attempted assignment without required approval will be void.

g. **Applicable law; dispute resolution.** The terms of this Agreement will be governed by the laws of Customer's state, without giving effect to its conflict of laws. Disputes relating to this Agreement will be subject to applicable dispute resolution laws of Customer's state.

h. **Severability.** If any provision in this agreement is held to be unenforceable, the balance of the agreement will remain in full force and effect.

i. **Waiver.** Failure to enforce any provision of this agreement will not constitute a waiver. Any waiver must be in writing and signed by the waiving party.

j. **No third-party beneficiaries.** This Agreement does not create any third-party beneficiary rights.

k. **Survival.** All provisions survive termination or expiration of this Agreement except those requiring performance only during the term of the Agreement.

l. **Management and Reporting.** Customer and/or Enrolled Affiliate may manage account details (e.g., contacts, orders, Licenses, software downloads) on Microsoft's Volume Licensing Service Center ("VLSC") web site (or successor site) at: https://www.microsoft.com/licensing/servicecenter. Upon the effective date of this Agreement and any Enrollments, the contact(s) identified for this purpose will be provided access to this site and may authorize additional users and contacts.

m. **Order of precedence.** In the case of a conflict between any documents in this Agreement that is not expressly resolved in those documents, their terms will control in the following order from highest to lowest priority: (1) this Enterprise Agreement, (2) any Enrollment, (3) the Product Terms, (4) the Online Services Terms, (5) orders submitted under this Agreement, and (6) any other documents in this Agreement. Terms in an amendment control over the amended document and any prior amendments concerning the same subject matter.

n. **Free Products.** It is Microsoft's intent that the terms of this Agreement and the Use Rights be in compliance with all applicable federal law and regulations. Any free Product provided to Enrolled Affiliate is for the sole use and benefit of the Enrolled Affiliate, and is not provided for use by or personal benefit of any specific government employee.

o. **Voluntary Product Accessibility Templates.** Microsoft supports the government's obligation to provide accessible technologies to its citizens with disabilities as required by Section 508 of the Rehabilitation Act of 1973, and its state law counterparts. The Voluntary Product Accessibility Templates ("VPATs") for the Microsoft technologies used in providing the Online Services can be found at Microsoft's VPAT page. Further information regarding Microsoft's commitment to accessibility can be found at http://www.microsoft.com/enable.

p. **Natural disaster.** In the event of a "natural disaster," Microsoft may provide additional assistance or rights by posting them on http://www.microsoft.com at such time.

q. **Copyright violation.** Except as set forth in the section above entitled "Transferring and reassigning Licenses", the Enrolled Affiliate agrees to pay for, and comply with the terms of this Agreement and the Use Rights, for the Products it uses. Except to the extent Enrolled Affiliate is licensed under this Agreement, it will be responsible for its breach of this contract and violation of Microsoft's copyright in the Products, including payment of License fees specified in this Agreement for unlicensed use.

Microsoft Volume Licensing

Supplemental Contact Information Form

This form can be used in combination with MBSA, Agreement, and Enrollment/Registration. However, a separate form must be submitted for each enrollment/registration, when more than one is submitted on a signature form. For the purposes of this form, "entity" can mean the signing entity, Customer, Enrolled Affiliate, Government Partner, Institution, or other party entering into a volume licensing program agreement. Primary and Notices contacts in this form will not apply to enrollments or registrations.

This form applies to:
- ☐ MBSA
- ☒ Agreement
- ☐ Enrollment/Affiliate Registration Form

Insert primary entity name if more than one Enrollment/Registration Form is submitted

Contact information.

Each party will notify the other in writing if any of the information in the following contact information page(s) changes. The asterisks (*) indicate required fields; if the entity chooses to designate other contact types, the same required fields must be completed for each section. By providing contact information, entity consents to its use for purposes of administering the Enrollment by Microsoft and other parties that help Microsoft administer this Enrollment. The personal information provided in connection with this agreement will be used and protected according to the privacy statement available at https://licensing.microsoft.com.

1. Additional notices contact.

This contact receives all notices that are sent from Microsoft. No online access is granted to this individual.

Name of entity* County of Riverside
Contact name*: First Regina **Last** Funderburk
Contact email address* RFunderburk@rivco.org
Street address* 3450 14th Street, 4th Floor
City* Riverside **State/Province*** California **Postal code*** 92501-3861
Country* USA
Phone* 951-955-2265 **Fax**
☐ This contact is a third party (not the entity). Warning: This contact receives personally identifiable information of the entity.

2. Software Assurance manager.

This contact will receive online permissions to manage the Software Assurance benefits under the Enrollment or Registration.

Name of entity* County of Riverside
Contact name*: First Regina **Last** Funderburk
Contact email address* RFunderburk@rivco.org
Street address* 3450 14th Street, 4th Floor
City* Riverside **State/Province*** California **Postal code*** 92501-3861

Country* USA
Phone* 951-955-2265 **Fax**
☐ This contact is a third party (not the entity). Warning: This contact receives personally identifiable information of the entity.

3. *Subscriptions manager.*

This contact will assign MSDN, Expression, and TechNet Plus subscription licenses to the individual subscribers under this Enrollment or Registration. Assignment of the subscription licenses is necessary for access to any of the online benefits, such as subscription downloads. This contact will also manage any complimentary or additional media purchases related to these subscriptions.

Name of entity* County of Riverside
Contact name*: First Regina **Last** Funderburk
Contact email address* RFunderburk@rivco.org
Street address* 3450 14th Street, 4th Floor
City* Riverside **State/Province*** California **Postal code*** 92501-3861
Country* USA
Phone* 951-955-2265 **Fax**
☐ This contact is a third party (not the entity). Warning: This contact receives personally identifiable information of the entity.

4. *Online services manager.*

This contact will be provided online permissions to manage the online services ordered under the Enrollment or Registration.

Name of entity* County of Riverside
Contact name*: First Luis **Last** Flores
Contact email address* LFFlores@rivco.org
Street address* 3450 14th Street, 4th Floor
City* Riverside **State/Province*** California **Postal code*** 92501-3861
Country* USA
Phone* 951-955-8114 **Fax**
☐ This contact is a third party (not the entity). Warning: This contact receives personally identifiable information of the entity.

5. *Customer Support Manager (CSM).*

This person is designated as the Customer Support Manager (CSM) for support-related activities.

Name of entity* County of Riverside
Contact name*: First Luis **Last** Flores
Contact email address* LFFlores@rivco.org
Street address* 3450 14th Street, 4th Floor
City* Riverside **State/Province*** California **Postal code*** 92501-3861
Country* USA
Phone* 951-955-8114 **Fax**

6. *Primary contact information.*

An individual from inside the organization must serve as the primary contact. This contact receives online administrator permissions and may grant online access to others. This contact also receives all notices unless Microsoft is provided written notice of a change.

Name of entity* County of Riverside

Contact name*: First Jim **Last** Smith
Contact email address* jimsmith@rivco.org
Street address* 3450 14th Street, 4th Floor
City* Riverside **State/Province*** CA **Postal code*** 92501-3861
Country* US
Phone* 951-231-5909 **Fax**

7. Notices contact and online administrator information.

This individual receives online administrator permissions and may grant online access to others. This contact also receives all notices.

☒ *Same as primary contact*
Name of entity*
Contact name*: First **Last**
Contact email address*
Street address*
City* **State/Province*** **Postal code***
Country*
Phone* **Fax**
☐ This contact is a third party (not the entity). Warning: This contact receives personally identifiable information of the entity.

Microsoft Volume Licensing

Program Signature Form

MBA/MBSA number	
Agreement number	

Proposal ID

Note: Enter the applicable active numbers associated with the documents below. Microsoft requires the associated active number be indicated here, or listed below as new.

For the purposes of this form, "Customer" can mean the signing entity, Enrolled Affiliate, Government Partner, Institution, or other party entering into a volume licensing program agreement.

This signature form and all contract documents identified in the table below are entered into between the Customer and the Microsoft Affiliate signing, as of the effective date identified below.

Contract Document	Number or Code
Select Plus Agreement	X20-04874
<Choose Agreement>	Document Number or Code
<Choose Agreement>	Document Number or Code
<Choose Agreement>	Document Number or Code
<Choose Agreement>	Document Number or Code
Select Plus Affiliate Registration Form	X20-04921
<Choose Enrollment/Registration>	Document Number or Code
<Choose Enrollment/Registration>	Document Number or Code
<Choose Enrollment/Registration>	Document Number or Code
<Choose Enrollment/Registration>	Document Number or Code
Document Description	Document Number or Code
Document Description	Document Number or Code
Document Description	Document Number or Code
Document Description	Document Number or Code
Document Description	Document Number or Code

By signing below, Customer and the Microsoft Affiliate agree that both parties (1) have received, read and understand the above contract documents, including any websites or documents incorporated by reference and any amendments and (2) agree to be bound by the terms of all such documents.

Customer	
Name of Entity (must be legal entity name)* County of Riverside	
Signature*	FORM APPROVED COUNTY COUNSEL
Printed First and Last Name* Ines Mark	BY NEAL R. KIPNIS DATE 7/17/13
Printed Title* Procurement Contract Specialist	
Signature Date* 07/17/2013	
Tax ID 95-6000930	

** indicates required field*

Microsoft Affiliate
Microsoft Licensing, GP
Signature _____ **Printed First and Last Name** **Printed Title** **Signature Date** (date Microsoft Affiliate countersigns)
Effective Date (may be different than Microsoft's signature date)

Optional 2nd Customer signature or Outsourcer signature (if applicable)

Customer
Name of Entity (must be legal entity name)* **Signature*** _____ **Printed First and Last Name*** **Printed Title*** **Signature Date***

** indicates required field*

Outsourcer
Name of Entity (must be legal entity name)* **Signature*** _____ **Printed First and Last Name*** **Printed Title*** **Signature Date***

** indicates required field*

If Customer requires physical media, additional contacts, or is reporting multiple previous Enrollments, include the appropriate form(s) with this signature form.

After this signature form is signed by the Customer, send it and the Contract Documents to Customer's channel partner or Microsoft account manager, who must submit them to the following address. When the signature form is fully executed by Microsoft, Customer will receive a confirmation copy.

Microsoft Licensing, GP
Dept. 551, Volume Licensing
6100 Neil Road, Suite 210
Reno, Nevada 89511-1137
USA

Prepared By: Name of Preparer Email of Preparer

Select Plus License Program Agreement State and Local

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This Microsoft Select Plus Agreement is entered into between the entities identified on the signature form.

Effective date. The effective date of this agreement is the effective date of the first Affiliate Registration Form or the date Microsoft accepts this agreement, whichever is earlier.

This agreement consists of (1) the terms and conditions of this agreement and all attachments identified therein, (2) the Product List, (3) the Product Use Rights applicable to Products licensed under this agreement, (4) any Affiliate registration entered into under this agreement, and (5) any Order submitted under this agreement.

The parties agree to be bound by the terms of this agreement.

Terms and Conditions

1. Definitions.

In this agreement the following definitions apply:

"Affiliate" means

a. with regard to Customer

(i) any government agency, department, office, instrumentality, division, unit or other entity of the state or local government that is supervised by or is part of Customer, or which supervises Customer or of which Customer is a part, or which is under common supervision with Customer;

(ii) any county, borough, commonwealth, city, municipality, town, township, special purpose district, or other similar type of governmental instrumentality established by the laws of Customer's state and located within Customer's state jurisdiction and geographic boundaries; and

(iii) any other entity in Customer's state expressly authorized by the laws of Customer's state to purchase under state contracts; provided that a state and its Affiliates shall not, for purposes of this definition, be considered to be Affiliates of the federal government and its Affiliates; and

b. with regard to Microsoft, any legal entity that Microsoft owns, that owns Microsoft, or that is under common ownership with Microsoft

"available" means, with respect to a Product, that Microsoft has made Licenses for that Product available for ordering under a particular licensing program;

"Commercial Product" means any Product Microsoft makes available for license for a fee;

"Contractor" means any third party supplier or other provider of computer technology or related services.

"Customer" means the entity that has entered into this agreement and its Affiliates;

"Customer Data" means all data, including all text, sound, software,or image files that are provided to Microsoft by, or on behalf of, Customer through Customer's use of the Online Services.

"Fixes" means Product fixes, modifications or enhancements or their derivatives that Microsoft releases generally (such as Commercial Product service packs);

"License" means Registered Affiliate's right to use the quantity of a Product ordered. For certain Products, a License may be available on a subscription basis ("Subscription License"). Licenses for Online Services will be considered Subscription Licenses under this agreement;

"L&SA" means a License and Software Assurance for any Product ordered;

"Microsoft" means the Microsoft entity that has entered into this agreement by accepting Customer's registration;

"Order" means the document Customer or Customer's Affiliate submits under this agreement to acquire Licenses or Services;

"Online Services" means the Microsoft-hosted services identified in the Online Services section of the Product List.

"Product" means all software, Online Services and other web-based services, including pre-release or beta versions, identified on the Product List.

"Product List" means, with respect to any licensing program, the statement published by Microsoft from time to time on the World Wide Web at http://www.microsoft.com/licensing/contracts, or at a successor site that Microsoft identifies, which identifies the Products that are or may be made available under the program (which availability may vary by region) and any Product-specific conditions or limitations on the acquisition of licenses for those Products;

"Product Use Rights" means, with respect to any licensing program, the use rights for each Product and version published for that licensing program at http://www.microsoft.com/licensing/contracts or at a successor site.

"Qualifying Contract," means (1) an Enterprise Enrollment under a Microsoft Enterprise Agreement; (2) any Enterprise Subscription Enrollment entered into under a Microsoft Enterprise Subscription Agreement, or a Select Agreement.

"Registered Affiliate" means an entity, either Customer or any one of Customer's Affiliates, identified on an affiliate registration form that has been accepted by Microsoft and has submitted an Order under this agreement;

"Reseller" means a large account reseller authorized by Microsoft to resell Licenses in a Registered Affiliate's region under this program;

"Service Level Agreement" means the document specifying the standards Microsoft agrees to adhere to and by which it measures the level of service for an Online Service.

"Software Assurance" means an annuity offering that provides new version rights and other benefits for Products as described in the Product List;

"Trade Secret" means information that is not generally known or readily ascertainable to the public, has economic value as a result, and has been subject to reasonable steps under the circumstances to maintain its secrecy.

"use" or "run" means to copy, install, use, access, display, run or otherwise interact.

2. *How the Select Plus License program works.*

The Select Plus License program allows Registered Affiliates to acquire Licenses at discount pricing. Customer and Customer's Affiliates can participate in this program if Customer or Customer's Affiliate (1) submits an Order meeting the initial minimum order quantity, (2) maintains at least one active Qualifying Contract, or (3) has purchased the minimum order quantity during the 12 months preceding the effective date of this agreement. Notwithstanding any other provision of this agreement, only Registered Affiliates identified in a Registration Form will be responsible for complying with the terms of that registration, including the terms of this agreement incorporated by reference in that registration.

a. **How Registered Affiliates acquire Licenses.** A Registered Affiliate will acquire its Licenses through its chosen Reseller. Orders will be made out to and submitted to the Registered Affiliate's Reseller. Microsoft will invoice that Reseller according to the terms in the applicable registration. *The Reseller and the Registered Affiliate will determine the Registered Affiliate's actual price and payment terms.*

b. **Choosing and maintaining a Reseller.** Each Registered Affiliate must choose and maintain a Reseller authorized in the Registered Affiliate's region.

c. **Online Services.** Online Services are provided as subscription services and are subject to the unique terms set forth in the Product Use Rights and the Product List.

3. *How to establish price level.*

Establishing price levels. Each Product offering is assigned a point value on the Product List and is assigned to a Product pool. . The Customer's price level for a pool applies to purchases made by all Registered Affiliates under this agreement. Throughout the term of this agreement, the Customer's price level for each Product and its associated Pool (Applications, Systems and Servers) will be level "D." Customer does not need to acquire Products in all pools. The price Microsoft will invoice Reseller will be based on Customer's price level for the pool of the Product ordered. *Throughout this agreement the term "price" refers to reference price.*

4. *License grant — what Registered Affiliates are licensed to run.*

Registered Affiliates have the rights below once their registration is accepted by Microsoft. These rights apply to the Licenses obtained under this agreement and are not related to any order of, or fulfillment of, software media.

The ability to run current or later versions of a Product licensed under this agreement could be affected by minimum system requirements or other factors (e.g., hardware or other software).

a. **General**. At any time after their registration has been accepted by Microsoft, a Registered Affiliate may run for its own benefit as many copies as it chooses, of any available Products it chooses, provided that it submits Orders for all copies in the month in which those copies are first run.

b. **Use by Affiliates**. A Registered Affiliate may sublicense the right to use the Products ordered under this agreement to any of its Affiliates, but Affiliates may not sublicense these rights and their use must be consistent with the License terms contained in this agreement.

c. **When Licenses become perpetual.**

(i) **License only.** Registered Affiliate's right to run copies of any Product for which it orders only a License is temporary until the Registered Affiliate has paid for that License in full and Microsoft has collected such payment. Thereafter, Registered Affiliate will have a perpetual License to run the number of copies ordered in the version ordered.

(ii) **L&SA or Software Assurance.** Registered Affiliate's right to run copies of any Product for which it orders L&SA or Software Assurance is temporary until:

1) the Registered Affiliate has paid all installments of the price for such coverage and the Order or renewal term during which such Product Licenses were ordered has expired or been renewed or

2) the Registered Affiliate is otherwise eligible for perpetual Licenses as provided in this agreement.

Thereafter, the Registered Affiliate will have perpetual Licenses to run the Products ordered in the latest versions available as of the date of expiration, renewal, or termination (or any prior version) for the number of copies ordered or renewed.

(iii) **Subscription Licenses.** Subscription Licenses are not perpetual under any circumstances.

d. **Perpetual Licenses through Software Assurance.** Any perpetual Licenses received through Software Assurance supersede and replace the underlying perpetual Licenses for which that Software Assurance coverage was ordered. All perpetual Licenses acquired under this agreement remain subject to the terms of this agreement and the applicable Product Use Rights.

e. **Non-Perpetual Licenses.** Some Products may be licensed on a fixed term or subscription basis. The right to Use Products licensed on a subscription basis terminates upon expiration of the subscription agreement if it is not renewed.

f. **License confirmation.** This agreement, the applicable Order, the Registered Affiliate's Order confirmation, and any documentation evidencing transfers of Licenses, together with proof of payment, will be the Registered Affiliate's evidence of all Licenses obtained under its Order as described in this agreement.

g. **Prior version rights.** A Registered Affiliate may run prior versions of any Product it Licenses under this agreement. A Registered Affiliate may run different language versions of any Product it Licenses under this agreement, provided that the License, L&SA, or Software Assurance for that different language version is available at the same, or lower price, than the price paid for the language version ordered of the same Product and License type.

5. *How to know what Product Use Rights apply.*

a. **Product Use Rights.** Microsoft publishes Product Use Rights for each version of each Product. The latest version of the Product Use Rights is available at http://www.microsoft.com/licensing/contracts.

(i) **Product Use Rights for current and future versions of Products.** The Product Use Rights in effect on the effective date of the agreement will apply to all Registered Affiliates' use of then-current versions of each Product, regardless of the date of the Order. For future versions, the Product Use Rights in effect when those future versions are first released will apply. In both cases, subsequent changes made by Microsoft to the Product Use Rights for a particular version will not apply to Registered Affiliates' use of that version.

(ii) **Product Use Rights for earlier versions (downgrade).** If a Registered Affiliate runs an earlier version of a Product than the version that was current on the agreement effective

date, the Product Use Rights for the version licensed, not the version being run, will apply. However, if the earlier version includes components that are not part of the licensed version, any Product Use Rights specific to those components will apply to the Registered Affiliate's use of those components.

b. **Reservation of rights.** All rights not expressly granted are reserved by Microsoft. In lieu of Customer's obligation to indemnify Microsoft under various provisions of the Product Use Rights, Customer will be responsible for any cost or damages arising from any claim to which Customer's indemnity obligation would otherwise apply.

6. *How to order Product Licenses.*

a. **Placing Orders.** Registered Affiliate may purchase Licenses and Online Services Microsoft makes available under this program by placing Orders with Registered Affiliate's authorized Reseller. The price and payment terms for all Orders will be determined by agreement between Registered Affiliate and its Reseller. When placing orders, a Registered Affiliate must specify the country or countries where the Registered Affiliate will use the Licenses.

Microsoft may refuse to accept an Order if Microsoft has a business reason to do so. Microsoft may change the Products and subscription services available under this program.

b. **When is the Registered Affiliate eligible to order just Software Assurance?** A Registered Affiliate may order Software Assurance for copies of a Product, without the need to simultaneously order a new License for those copies, in each of the following circumstances:

(i) Registered Affiliate may order Software Assurance for copies of Products for which the Registered Affiliate has previously obtained perpetual Licenses through Upgrade Advantage, Software Assurance, or any similar upgrade protection, so long as the Order for Software Assurance under this Agreement becomes effective no later than one day following the expiration of that upgrade protection, and (2) Registered Affiliate submits an order for another term of Software Assurance for those Licenses prior to or at the expiration of the previous term.

(ii) During the term of the Agreement (including any renewal term), a Registered Affiliate may be eligible to order Software Assurance for copies of certain Products licensed through retail sources or from an original equipment manufacturer ("OEM"), provided that the Registered Affiliate places its Order within the required time frame. The Product List at http://www.microsoft.com/licensing/contracts identifies those Products that may be enrolled in Software Assurance and the applicable time frame for placing an Order.

(iii) A Registered Affiliate may also order Software Assurance in any other circumstances expressly permitted in the Product List.

(iv) A Registered Affiliate may renew Software Assurance ordered under this Agreement at the time it renews its Order as described in the section titled "How to renew an Order."

c. **How to confirm Orders.** Information about Orders, including an electronic confirmation of each Order, will be provided in a password-protected site on the World Wide Web at https://www.microsoft.com/licensing/servicecenter/ or a successor site that will be identified. Upon Microsoft's acceptance of this agreement, Registered Affiliate's contact identified for this purpose will be provided access to this site.

d. **Invoices and payments.** For any Orders for Software Assurance or L&SA, if the Registered Affiliate elects to spread its payments over three years rather than payment in a lump sum, it may make this election with its Reseller. In such cases, Microsoft will invoice the Registered Affiliate's Reseller in installments, the first installment upon receipt of the Order and subsequent installments on each anniversary of the Order or the Affiliate anniversary month. Any amounts for Licenses only (i.e. without accompanying Software Assurance) will be invoiced to the Registered Affiliate's Reseller in full upon receipt of the Order.

e. **Changing a Reseller.** If Microsoft or the Reseller chooses to discontinue doing business with one another, Registered Affiliate must choose a replacement Reseller. If Registered Affiliate or Reseller intends to terminate their relationship, the initiating party must notify Microsoft and the other using a form provided by Microsoft at least 90 days prior to the date on which the change is to take effect.

7. *Making copies of Products and re-imaging rights.*

a. **General.** The Registered Affiliate may make as many copies of the Products as it needs to distribute them within its organization. Copies must be true and complete (including copyright and trademark notices), from master copies obtained from a Microsoft approved fulfillment source. The Registered Affiliate may use a third party to make these copies, but the Registered Affiliate agrees that it will be responsible for that third party's actions. The Registered Affiliate agrees to use reasonable efforts to make its employees, agents and any other individuals that it allows to use the Products aware that the Products are licensed from Microsoft and can only be transferred subject to the terms of this agreement.

b. **Copies for training, evaluation, and back-up.** The Registered Affiliate may (1) use up to 20 complimentary copies of any Product in a dedicated training facility on its premises, (2) use up to 10 complimentary copies of any Product for a 60-day evaluation period, and (3) use one complimentary copy of any licensed Product for back-up or archival purposes for each of its distinct geographic locations.

c. **Right to "re-image."** In certain cases, re-imaging is permitted using the volume licensing program Product media. If the Microsoft Product(s) is licensed (1) from an original equipment manufacturer (OEM), (2) as full packaged Product through a retail source, or (3) under another Microsoft program, then media provided under this agreement may be generally used to create images for use in place of copies provided through that separate source. This right is conditional upon the following:

(i) Separate Licenses must be owned from the source for each Product that is re-imaged.

(ii) The Product, language, version and components of the copies made must be identical to the Product, language, version and all components of the copies they replace and the number of copies or instances of the re-imaged Product permitted remains the same.

(iii) Except for copies of an operating system and copies of Products licensed under another Microsoft program, the Product type (e.g., upgrade or full License) must be identical to the Product type from the separate source.

(iv) Any Product-specific requirements for re-imaging identified in the Product List.

(v) Re-images made under this subsection remain subject to the terms and use rights provided with the License from the separate source. This subsection does not create or extend any warranty or support obligation.

8. *Transferring and reassigning Licenses.*

a. **License transfers.** License transfers are not permitted, except that Customer may transfer fully-paid perpetual licenses to:

Transferring Licenses to third parties. You may transfer fully-paid perpetual Licenses:

(i) if you are an agency of a state or local government to: (a) any other government agency, department, instrumentality, division, unit or other office of your state or local government that is supervised by or is part of you, or which supervises you or of which you are a part, or which is under common supervision with you; (ii) any county, borough, commonwealth, city, municipality, town, township, special purpose district, or other similar type of governmental instrumentality established by the laws of your state and located within

your state's jurisdiction and geographic boundaries; and (iii) any other entity expressly authorized by the laws of your state to purchase under state contracts, or (b) an unaffiliated third party in connection with a privatization of an affiliate of agency as set forth in (a) above or of an operating division of the Enrolled Affiliate or one if its affiliates as set forth in (a) above, a reorganization, or a consolidation.

Customer must notify Microsoft of a transfer of license by completing a transfer notice form, which can be obtained from http://www.microsoft.com/licensing/contracts and send the completed form to Microsoft before the license transfer. No License transfer will be valid unless Customer provides to the transferee, and the transferee accepts in writing, the applicable Product Use Rights, use restrictions, limitations of liability (including exclusions and warranty provisions), and the transfer restrictions described in this section. Any license transfer not made in compliance with this section will be void.

b. **Internal Reassignment of Licenses and Software Assurance.**

(i) **For Products other than the desktop operating system upgrade**. For Products other than the desktop operating system upgrade, Registered Affiliate may internally reassign Licenses to an Affiliate. However, Registered Affiliate may not reassign Licenses on a short-term basis (90 days or less), or reassign Software Assurance or other upgrade coverage separately from the underlying License, except as provided otherwise in this agreement.

(ii) **For desktop operating systems**. The Registered Affiliate may not reassign desktop operating system upgrade Licenses from one computer to another. The Registered Affiliate may internally reassign Software Assurance coverage on desktop operating systems upgrades from the original computer to a replacement computer internally, as long as (1) the replacement computer is licensed to run the latest version of that operating system, and (2) the Registered Affiliate removes any desktop operating system upgrades from the original computer.

9. *Term and termination.*

a. **Term.** This agreement will remain in effect unless it is terminated by either party as described below.

b. **Termination without cause.** Either party may terminate this agreement without cause upon 60 days written notice. Such termination will merely terminate either party's and its Registered Affiliates' ability to place Orders under this agreement. Such termination will not affect any Orders not otherwise terminated, and any terms of this agreement applicable to any Orders not otherwise terminated will continue in effect with respect to that Order.

c. **Mid-term termination for non-appropriation of Funds.** Enrolled Affiliate may terminate this agreement or an Enrollment without liability, penalty or further obligation to make payments if funds to make payments under the agreement or Enrollment are not appropriated or allocated by the Enrolled Affiliate for such purpose.

d. **Termination for breach.** Either party to an Order may terminate it if the other party materially breaches its obligations under this agreement, including any obligation to pay amounts owed. Except where the breach is by its nature not curable within 30 days, the terminating party must give the other party 30 days' notice and opportunity to cure. If Microsoft gives such notice to a Registered Affiliate, Microsoft will give Customer a copy of that notice as well and Customer agrees to assist in attempting to resolve the problem. If the problem also affects other Affiliate registrations and cannot be resolved between Customer and Microsoft within a reasonable period of time, Microsoft may also terminate this agreement and all other Affiliate registrations under it, unless the basis for termination of the registration is non-appropriation of funds to the registered affiliate, in which event Microsoft may only terminate the affected registration(s). If a Registered Affiliate ceases to be an

Affiliate of Customer, Customer must promptly notify Microsoft of this fact, and Microsoft may terminate the divested Registered Affiliate's registration.

e. **Affiliate termination.** If (1) a Registered Affiliate terminates its registration as a result of a breach by Microsoft, or (2) if Microsoft terminates Registered Affiliate's registration because it has ceased to be an Affiliate of Customer, or (3) Registered Affiliate terminates a registration for non-appropriation of funds, or (4) Microsoft terminates a registration for non-payment due to non-appropriation of funds,, then the Registered Affiliate will have the following options with regard to any Orders it has under the agreement:

   (i) For Licenses available on a perpetual basis, it may immediately pay the total remaining amount due, including all installments, in which case the Registered Affiliate will have perpetual Licenses for all copies of the Products it has ordered, or

   (ii) It may pay only amounts due as of the termination date, in which case the Registered Affiliate will have perpetual Licenses for:"

      1) all copies of all Products for which payment has been made in full (including the latest version of Products under Software Assurance coverage), and

      2) the number of copies of Products it has ordered (including the latest version of Products under Software Assurance) for which payment has been made in installments that is proportional to the total of payments made versus total amounts due if the early termination had not occurred.

   Nothing in this section shall affect perpetual License rights acquired either in a separate agreement or in a prior term of the terminated registration.

f. **Effect of termination.** When this agreement, a registration or an Order is terminated,

   (i) Each affected Registered Affiliate must order Licenses for all copies of Products it has run for which it has not previously submitted an Order. Except for the options provided above in the event of termination of a Registered Affiliate's registration, any and all unpaid payments or any order of any kind, including subscription services, immediately become due and payable.

   (ii) Registered Affiliate's right to Software Assurance benefits under this agreement ends for all Software Assurance for which payment has not been made in full.

10. How to renew an Order.

Microsoft will provide prior notice of expiration of any Software Assurance ordered under the agreement advising Customer of its Software Assurance renewal options. Microsoft may make a change to this program that will make it necessary for Customer to enter into a new agreement to renew Software Assurance.

To maintain Software Assurance coverage for any copies previously ordered under this agreement, Registered Affiliate must submit an Order for another term of Software Assurance for those Licenses prior to or on the expiration of the previous term.

Consequences of non-renewal. If Registered Affiliate elects not to place another Order for Software Assurance and it otherwise allows Software Assurance for any copies of any Products licensed to lapse, then the Registered Affiliate will not be permitted to order Software Assurance for those copies later without first acquiring L&SA.

Renewing Software Assurance. If Registered Affiliate is placing an Order for Software Assurance from multiple Select programs or is consolidating multiple previous Enrollments or agreements into this agreement, please complete the multiple previous Enrollment form.

11. *Restrictions on use.*

Registered Affiliate must not:

a. separate and use the components of a Product on two or more computers, upgrade or downgrade components at different times, or transfer components separately, except as provided in the Product Use Rights;

b. reverse engineer, decompile or disassemble any Product or Fix, except where applicable law permits it despite this limitation; or

c. distribute, sublicense, rent, lease, lend, or host any Product or Fix except as permitted by this Agreement, the Product Use Rights, or in a separate written agreement

12. *Confidentiality.*

To the extent permitted by applicable law, the terms and conditions of this Agreement is confidential. Neither party will disclose such terms and conditions, or the substance of any discussions that led to them, to any third party other than Affiliates or agents, or to designated or prospective resellers who: (1) have a need to know such information in order to assist in carrying out this agreement; and (2) have been instructed that all such information is to be handled in strict confidence.

For the avoidance doubt, the parties acknowledge that this Confidentiality provision recognizes that when there is a business need to do so, Microsoft and Customer may need to share/exchange their respective Confidential Information with each other to develop a more meaningful business relationship. This section provides Microsoft and Customer with a well-balanced, commercially reasonable and comprehensive set of confidentiality terms that enable both parties to share/exchange a wide range of Confidential Information with each other knowing with confidence that significant confidentiality protections are in place. The confidentiality terms denoted below do not govern Microsoft's handling of Customer Data. In all instances under this Agreement, Microsoft's handling of Customer Data shall be governed as described under various other provisions of this Agreement and by Microsoft's data security policy.

a. **What is included.** "Confidential Information" is non-public information, know-how and Trade Secrets in any form that are designated as "confidential" or a reasonable person knows or reasonably should understand to be confidential. It includes non-public information regarding either party's products or customers, marketing and promotions, or the negotiated terms of Microsoft agreements.

b. **What is not included.** The following types of information, however marked, are not Confidential Information. Information that:

   (i) is, or becomes, publicly available without a breach of this agreement;

   (ii) was lawfully known to the receiver of the information without an obligation to keep it confidential;

   (iii) is received from another source who can disclose it lawfully and without an obligation to keep it confidential;

   (iv) is independently developed; or

   (v) is a comment or suggestion one party volunteers about the other's business, products or services.

c. **Treatment of Confidential Information.**

   (i) In general. Subject to the other terms of this agreement, each party agrees:

      1) it will not disclose the other's Confidential Information to third parties; and

      2) it will use and disclose the other's Confidential Information only for purposes of the parties' business relationship with each other.

(ii) **Security precautions.** Subject to the other terms of this agreement, each party agrees:

1) to take reasonable steps to protect the other's Confidential Information -- these steps must be at least as protective as those the party takes to protect its own Confidential Information;

2) to notify the other promptly upon discovery of any unauthorized use or disclosure of Confidential Information; and

3) to cooperate with the other to help regain control of the Confidential Information and prevent further unauthorized use or disclosure of it.

(iii) **Sharing Confidential Information with Affiliates and representatives.**

1) A "Representative" is an employee, contractor, advisor, or consultant of one of the parties or of one of the parties' Affiliates.

2) Each party may disclose the other's confidential information to its Representatives (who may then disclose that Confidential Information to other of that party's Representatives) only if those Representatives have a need to know about it for purposes of the parties' business relationship with each other. Before doing so, each party must:

A. ensure that Affiliates and Representatives are required to protect the Confidential Information on terms consistent with this agreement; and

B. accept responsibility for each Representative's use of Confidential Information.

3) Neither party is required to restrict work assignments of Representatives who have had access to Confidential Information. Neither party can control the incoming information the other will disclose to it in the course of working together, or what that party's Representatives will remember, even without notes or other aids. Each party agrees that use of information in Representatives' unaided memories in the development or deployment of the parties' respective products or services does not create liability under this agreement or trade secret law, and each party agrees to limit what it discloses to the other accordingly.

(iv) **Disclosing Confidential Information if required to by law.** Each party may disclose the other's Confidential Information if required to comply with a court order or other government demand that has the force of law. Before doing so, each party must seek the highest level of protection available and, when possible, give the other enough prior notice to provide a reasonable chance to seek a protective order.

d. **Length of Confidential Information obligations.** Except as permitted above, neither party will use or disclose the other's Confidential Information for five years after it is received. The five-year time period does not apply if applicable law requires a longer period or the Product Use Rights provide a more specific requirement.

13. *Warranties.*

a. **Limited warranty.** Microsoft warrants that:

(i) Online Services will perform in accordance with the applicable Service Level Agreement;

(ii) Products other than Online Services will perform substantially as described in the applicable Microsoft user documentation; and

b. **Limited warranty term.** The limited warranty for:

(i) Online Services is for the duration of Customer's use of the Online Service, subject to the notice requirements in the applicable Service Level Agreement;

(ii) Products other than Online Services is one year from the date Customer first uses the Product; and

c. **Limited warranty exclusions.** This limited warranty is subject to the following limitations:

(i) any implied warranties, guarantees or conditions not able to be disclaimed as a matter of law last for one year from the start of the limited warranty;

(ii) the limited warranty does not cover problems caused by accident, abuse or use in a manner inconsistent with this agreement or the Product Use Rights, or resulting from events beyond Microsoft's reasonable control;

(iii) the limited warranty does not apply to components of Products that Customer is permitted to redistribute;

(iv) the limited warranty does not apply to free, trial, pre-release, or beta products; and

(v) the limited warranty does not apply to problems caused by the failure to meet minimum system requirements.

d. **Remedies for breach of limited warranty.** If Microsoft fails to meet any of the above limited warranties and Customer notifies Microsoft within the warranty term, then Microsoft will:

(i) for Online Services, provide the remedies identified in the Service Level Agreement for the affected Online Service;

(ii) for Products other than Online Services, at its option either (1) return the price paid or (2) repair or replace the Product; and

These are Customer's only remedies for breach of the limited warranty, unless other remedies are required to be provided under applicable law.

e. **DISCLAIMER OF OTHER WARRANTIES. OTHER THAN THIS LIMITED WARRANTY, MICROSOFT PROVIDES NO OTHER EXPRESS OR IMPLIED WARRANTIES OR CONDITIONS. MICROSOFT DISCLAIMS ANY IMPLIED REPRESENTATIONS, WARRANTIES, OR CONDITIONS, INCLUDING WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, SATISFACTORY QUALITY, TITLE, OR NON-INFRINGEMENT. THESE DISCLAIMERS WILL APPLY UNLESS APPLICABLE LAW DOES NOT PERMIT THEM.**

14. Defense of infringement, misappropriation, and third party claims.

a. **Microsoft's agreement to protect.** Microsoft will defend Enrolled Affiliate against any claims made by an unaffiliated third party that any Product or Fix that is made available by Microsoft for a fee infringes that party's patent, copyright, or trademark or makes unlawful use of its Trade Secret. Microsoft will also pay the amount of any resulting adverse final judgment (or settlement to which Microsoft consents). This section provides Enrolled Affiliate's exclusive remedy for these claims.

b. **Limitations on defense obligation.** Microsoft's obligations will not apply to the extent that the claim or award is based on:

(i) Customer Data, non-Microsoft software, modifications Enrolled Affiliate makes to, or any specifications or materials Enrolled Affiliate provides or makes available for, a Product or Fix. ;

(ii) Enrolled Affiliate's combination of the Product or Fix with a non-Microsoft product, data or business process; or damages based on the use of a non-Microsoft product, data or business process; ;

(iii) Enrolled Affiliate's use of either Microsoft Trademarks or the use or redistribution of a Product or Fix in violation of this agreement or any agreement incorporating its terms or;

(iv) Enrolled Affiliate's use of a Product or Fix after Microsoft identifies Enrolled Affiliate to discontinue that use due to a third party claim.

To the extent permitted by applicable law, Enrolled Affiliate will be responsible Microsoft for any costs or damages that result from any of the above actions.

c. **Enrolled Affiliate's agreement to protect.** To the extent permitted by applicable law, Enrolled Affiliate will defend Microsoft and its Affiliates against any claims made by an unaffiliated third party that:

(i) any Customer Data or non-Microsoft software Microsoft hosts on Customer's behalf infringes the third party's patent, copyright, or trademark or makes unlawful use of its Trade Secret;or

(ii) Arises from violation of the Acceptable use Policy, which is described in the Product Use Rights.

Customer will be responsible for the amount of any resulting adverse final judgment (or settlement to which it consents). This Section provides Microsoft's exclusive remedy for these claims.

d. **Rights and remedies in case of possible infringement or misappropriation.**

(i) **Microsoft's offerings.** If Microsoft reasonably believes that a Product or Fix may infringe or misappropriate a third-party's intellectual property rights, Microsoft will seek to: (1) procure for Enrolled Affiliate the right to continue to use the Product or Fix; or (2) modify or replace it with a functional equivalent to make it non-infringing and notify Enrolled Affiliate to discontinue use of the prior version, which Enrolled Affiliate must do immediately. If the foregoing options are not commercially reasonable for Microsoft, or if required by a valid judicial or government order, Microsoft may terminate Enrolled Affiliate's license or access rights in the Product or Fix. In such a case, Microsoft will provide Enrolled Affiliate with notice and refund any amounts Enrolled Affiliate has paid for those rights to the Product or Fix (or for Online Services, any amount Enrolled Affiliate has paid in advance for unused Online Services).

(ii) **Customer Data or use of non-Microsoft software with Online Services**. If an unaffiliated third party asserts that Customer Data or non-Microsoft software or technology used by Enrolled Affiliate the Online Services violates their intellectual property rights, Microsoft may ask Customer to remove the allegedly infringing item. If Enrolled Affiliate fails to do so within a reasonable period of time, Microsoft may suspend or terminate the Online Service to which the Customer Data or non-Microsoft software relates.

e. **Obligations of protected party**. Enrolled Affiliate must notify Microsoft promptly in writing of a claim subject to the Subsection titled "Microsoft's agreement to protect" and Microsoft must notify Enrolled Affiliate promptly in writing of a claim subject to the Subsection titled "Customer's agreement to protect." The party invoking its right to protection must (1) give the other party sole control over the defense or settlement; and (2) provide reasonable assistance in defending the claim. The party providing the protection will reimburse the other party for reasonable out of pocket expenses that it incurs in providing assistance.

15. Limitation of liability.

a. **Limitation on liability.** To the extent permitted by applicable law, the liability of each party, its Affiliates, and its Contractors arising under this agreement is limited to direct damages up to (1) for Products other than Online Services, the amount Customer paid for the Product giving rise to that liability and (2) for Online Services, the amount Customer was required to pay for the Online Service giving rise to that liability during the prior 12 months. In the case of Products provided free of charge, or code that Customer is authorized to redistribute to third parties without separate payment to Microsoft, Microsoft's liability is limited to U.S.

$5,000. These limitations apply regardless of whether the liability is based on breach of contract, tort (including negligence), strict liability, breach of warranties, or any other legal theory. However, these monetary limitations will not apply to:

(i) Microsoft's and Customer's obligations under the section titled "Defense of infringement, misappropriation, and third party claims";

(ii) liability for damages caused by either party's gross negligence or willful misconduct, or that of its employees or its agents, and awarded by a court of final adjudication (provided that, in jurisdictions that do not recognize a legal distinction between "gross negligence" and "negligence," "gross negligence" as used in this subsection shall mean "recklessness");

(iii) liabilities arising out of any breach by either party of its obligations under the section entitled "Confidentiality", except that Microsoft's liability arising out of or in relation to Customer Data shall in all cases be limited to the amount Customer paid for the Online Service giving rise to that liability during the prior 12 months;

(iv) liability for personal injury or death caused by either party's negligence, or that of its employees or agents, or for fraudulent misrepresentation; and

(v) violation by either party of the other party's intellectual property rights.

b. **EXCLUSION OF CERTAIN DAMAGES. TO THE EXTENT PERMITTED BY APPLICABLE LAW, WHATEVER THE LEGAL BASIS FOR THE CLAIM, NEITHER PARTY, NOR ANY OF ITS AFFILIATES, OR CONTRACTORS, WILL BE LIABLE FOR ANY INDIRECT, CONSEQUENTIAL, SPECIAL, OR INCIDENTAL DAMAGES, OR DAMAGES FOR LOST PROFITS, REVENUES, BUSINESS INTERRUPTION, OR LOSS OF BUSINESS INFORMATION ARISING IN CONNECTION WITH THIS AGREEMENT, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES OR IF SUCH POSSIBILITY WAS REASONABLY FORESEEABLE. HOWEVER, THIS EXCLUSION DOES NOT APPLY TO EITHER PARTY'S LIABILITY TO THE OTHER FOR VIOLATION OF ITS CONFIDENTIALITY OBLIGATIONS (EXCEPT TO THE EXTENT THAT SUCH VIOLATION RELATES TO CUSTOMER DATA), THE OTHER PARTY'S INTELLECTUAL PROPERTY RIGHTS, OR THE PARTIES' RESPECTIVE OBLIGATIONS IN THE SECTION TITLED "DEFENSE OF INFRINGEMENT, MISAPPROPRIATION, AND THIRD PARTY CLAIMS."**

c. **Affiliates and Contractors.** Neither Microsoft nor Customer shall bring any action against the other's Affiliates or Contractors in respect of any matter disclaimed on their behalf in this agreement. Each party will indemnify the other in the event of any breach of this provision.

16. Verifying compliance.

a. **Right to verify compliance.** Customer must keep records relating to the Products it and its Affiliates use or distribute. Microsoft has the right, to the extent permitted by applicable law, to verify compliance with the license terms for the Products, at Microsoft's expense.

b. **Verification process and limitations.** Microsoft will provide customer at least 30 days' notice of its intent to verify compliance. Microsoft will engage an independent auditor, which will be subject to a confidentiality obligation. Verification will take place during normal business hours and in a manner that does not interfere unreasonably with Customer's operations. Customer must promptly provide the independent auditor with any information it reasonably requests in furtherance of the verification, including access to systems running the Products and evidence of licenses for Products Customer hosts, sublicenses, or distributes to third parties. As an alternative, Microsoft may require Customer to complete Microsoft's self-audit process relating to the Products Customer and any of its Affiliates use or distribute. Such information will be used solely for purposes of determining compliance.

c. **Remedies for non-compliance.** If verification or self-audit reveals any unlicensed use, Customer must within 30 days order sufficient licenses to cover its use. If there is no

unlicensed use, Microsoft will not undertake another verification of the same Customer for at least one year. By exercising the rights and procedures described above, Microsoft does not waive its rights to enforce this agreement or to protect its intellectual property by any other means permitted by law.

17. *Non-Microsoft Software or Technology.*

a. Registered Affiliate is solely responsible for any non-Microsoft software or technology that it installs or uses with the Products or Fixes. Microsoft is not a party to and is not bound by any terms governing Enrolls use of non-Microsoft software or technology. Without limiting the foregoing, non-Microsoft software or scripts linked to or referenced from any Product website, are licensed to Registered Affiliate under the open source licenses used by the third parties that own such code, not by Microsoft.

b. If Registered Affiliate installs or uses any non-Microsoft software or technology with the Products or Fixes, it directs and controls the installation in and use of such software or technology in the Products or Fixes, through its actions (e.g., through Registered Affiliate's use of application programming interfaces and other technical means that are part of the Online Services). Microsoft will not run or make any copies of such non-Microsoft software or technology outside of its relationship with Registered Affiliate.

c. If Registered Affiliate installs or uses any non-Microsoft software or technology with the Products or Fix, it may not do so in any way that would subject Microsoft's intellectual property or technology to obligations beyond those included in the agreement.

18. *Miscellaneous.*

a. Notices to Microsoft. Notices, authorizations, and requests in connection with this agreement must be sent by regular or overnight mail, express courier, or fax to the addresses and numbers listed in this agreement. Notices will be treated as delivered on the date shown on the return receipt or on the courier or fax confirmation of delivery.

Copies should be sent to:
Microsoft Corporation Legal and Corporate Affairs Volume Licensing Group One Microsoft Way Redmond, WA 98052 USA Via Facsimile:(425) 936-7329

b. Assignment. Either party may assign this agreement to an Affiliate only. Assignment will not relieve the assigning party of its obligations under the assigned agreement. If either party assigns this agreement, it must notify the other party of the assignment in writing.

c. Subcontractors. Microsoft may use contractors to perform Services and support Online Services. Microsoft will be responsible for their performance subject to the terms of this agreement.

d. Severability. If a court holds any provision of this agreement to be illegal, invalid or unenforceable, the rest of the document will remain in effect and this agreement will be amended to give effect to the eliminated provision to the maximum extent possible.

e. Waiver. A waiver of any breach of this agreement is not a waiver of any other breach. Any waiver must be in writing and signed by an authorized representative of the waiving party.

f. **Applicable law; dispute resolution.** The terms of this agreement will be governed by the laws of Registered Affiliate's state, without giving effect to its conflict of laws. Disputes relating to this agreement will be subject to applicable dispute resolution laws of Registered Affiliate's state.

g. **This agreement is not exclusive.** Customer is free to enter into agreements to license, use or promote non-Microsoft software.

h. **Entire agreement.** This agreement, the Product List, all registrations under this agreement, and the Product Use Rights constitute the entire agreement concerning the subject matter and supersede any prior or contemporaneous communications. In the case of a conflict between any of these documents that is not resolved expressly in the documents, their terms will control in the following order: (1) these terms and conditions and the accompanying signature form; (2) the Product List; (3) the Product Use Rights; (4) all registrations under this agreement; and (5) all Orders submitted under this agreement. The terms of any purchase order or any general terms and conditions Customer maintains do not apply.

i. **Survival.** Provisions regarding ownership and License rights, fees, Product use rights, restrictions on use, evidence of perpetual Licenses, transfer of Licenses, warranties, defense of infringement and misappropriation claims, limitations of liability, confidentiality, compliance verification, open source license restrictions, obligations on termination or expiration and the other provisions in this section entitled "Miscellaneous" will survive termination or expiration of this agreement and of any agreement in which they are incorporated.

j. **No transfer of ownership.** Microsoft does not transfer any ownership rights in any licensed Product. Microsoft reserves all rights not specifically granted. The Products are protected by copyright and other intellectual property rights laws and international treaties.

k. **Free Products.** It is Microsoft's intent that the terms of this agreement and the Product Use Rights be in compliance with all applicable federal law and regulations. Any free Product provided to Registered Affiliate is for the sole use and benefit of the Registered Affiliate, and is not provided for use by or personal benefit of any specific government employee.

l. **Amending the agreement.** This agreement (except the Product List and the Product Use Rights) can be changed only by an amendment signed by both parties.

m. **Resellers and other third parties cannot bind Microsoft.** Resellers and other third parties do not have authority to bind or impose any obligation or liability on Microsoft.

n. **Privacy and Security.** Microsoft and Enrolled Affiliate will each comply with all applicable privacy and data protection laws and regulations (including applicable security breach notification law). However, Microsoft is not responsible for compliance with any laws applicable to Enrolled Affiliate or Enrolled Affiliate's industry that are not also generally applicable to information technology services providers. Enrolled Affiliate consents to the processing of personal information by Microsoft and its agents to facilitate the subject matter of this agreement. Enrolled Affiliate may choose to provide personal information to Microsoft on behalf of third parties (including Enrolled Affiliate's contacts, resellers, distributors, administrators, and employees) as part of this agreement. Enrolled Affiliate will obtain all required consents from third parties under applicable privacy and data protection law before providing personal information to Microsoft.

   The personal information Enrolled Affiliate provides in connection with this agreement will be processed according to the privacy statement available at https://www.microsoft.com/licensing/servicecenter (see footer), except that Product-specific privacy statements are in the Product use rights. Personal data collected through Products or Services may be transferred, stored and processed in the United States or any other country in which Microsoft or its service providers maintain facilities. By using the Products or Services, Customer consents to the foregoing. Microsoft abides by the EU Safe Harbor and the Swiss Safe Harbor frameworks as set forth by the U.S. Department of Commerce

regarding the collection, use, and retention of data from the European Union, the European Economic Area, and Switzerland.

For Online Services, additional privacy and security details are in the Product use rights.

o. **Natural disasters.** In the event of a "natural disaster", Microsoft may provide additional assistance or rights by posting on http://www.microsoft.com at such time.

p. **Copyright violation.** Except as set forth in section above entitled "Transferring and reassigning Licenses", the Registered Affiliate agrees to pay for, and comply with the terms of this agreement and the Product Use Rights, for the Products it uses. Except to the extent Registered Affiliate is licensed under this agreement, it will be responsible for its breach of this contract and violation of Microsoft's copyright in the Products, including payment of License fees specified in this agreement for unlicensed use.

q. **U.S. export jurisdiction.** Products and Fixes are subject to U.S. export jurisdiction. Customer will comply with all U.S. Export Administration Regulations and International Traffic in Arms Regulation requirements as well as all end-user, end-use, and destination restrictions issued by the U.S. and other governments applicable to this agreement. For additional information, see http://www.microsoft.com/exporting.

Microsoft Licensing, GP Document Summary Form

** This is for informational purposes only **

MSE#: (MSLI Tracking Number) **3-0000003183189**

Doc Type: **Signature Form**

Do not modify the formatting or spacing of this Form above this text

Subsidiary:

Account Manager Name / Alias:

Country: **United States**

LAR/LAD/ESA:

Dell Inc.

Program/Versio

SLP SLG 2012

(MSLI Scanning Code)

ACCOUNT: County of Riverside 4

Outsourcer Name:

Business Agreement Number:

Master Agreement Number: **7756479**

Agreement Number: **7657738**

Purchase Order Number:

Comments:

Last Saved by Quinn Greenly
Revision 3.9

7/23/2013 2:02:23 PM

10/12/2005

Microsoft Volume Licensing

Program Signature Form

MBA/MBSA number	
Agreement number	7756479

Proposal ID

Note: Enter the applicable active numbers associated with the documents below. Microsoft requires the associated active number be indicated here, or listed below as new.

For the purposes of this form, "Customer" can mean the signing entity, Enrolled Affiliate, Government Partner, Institution, or other party entering into a volume licensing program agreement.

This signature form and all contract documents identified in the table below are entered into between the Customer and the Microsoft Affiliate signing, as of the effective date identified below.

Contract Document	Number or Code
Select Plus Agreement	X20-04874
<Choose Agreement>	Document Number or Code
<Choose Agreement>	Document Number or Code
<Choose Agreement>	Document Number or Code
<Choose Agreement>	Document Number or Code
Select Plus Affiliate Registration Form	X20-04921
<Choose Enrollment/Registration>	Document Number or Code
<Choose Enrollment/Registration>	Document Number or Code
<Choose Enrollment/Registration>	Document Number or Code
<Choose Enrollment/Registration>	Document Number or Code
Document Description	Document Number or Code
Document Description	Document Number or Code
Document Description	Document Number or Code
Document Description	Document Number or Code
Document Description	Document Number or Code

By signing below, Customer and the Microsoft Affiliate agree that both parties (1) have received, read and understand the above contract documents, including any websites or documents incorporated by reference and any amendments and (2) agree to be bound by the terms of all such documents.

Customer
Name of Entity (must be legal entity name)* County of Riverside
Signature*
Printed First and Last Name* Ines Mark
Printed Title* Procurement Contract Specialist
Signature Date* 07/17/2013
Tax ID 95-6000930

FORM APPROVED COUNTY COUNSEL
BY NEAL R. KIPNIS DATE 7/17/13

** indicates required field*

Microsoft Affiliate	
Microsoft Licensing, GP	
Signature	Microsoft Licensing, GP JUL 23 2013 Anthony Dulaney Duly Authorized on behalf of Microsoft Licensing, GP
Printed First and Last Name	
Printed Title	
Signature Date (date Microsoft Affiliate countersigns)	
Effective Date (may be different than Microsoft's signature date)	7/1/2013

Optional 2nd Customer signature or Outsourcer signature (if applicable)

Customer
Name of Entity (must be legal entity name)*
Signature*
Printed First and Last Name*
Printed Title*
Signature Date*

** indicates required field*

Outsourcer
Name of Entity (must be legal entity name)*
Signature*
Printed First and Last Name*
Printed Title*
Signature Date*

** indicates required field*

If Customer requires physical media, additional contacts, or is reporting multiple previous Enrollments, include the appropriate form(s) with this signature form.

After this signature form is signed by the Customer, send it and the Contract Documents to Customer's channel partner or Microsoft account manager, who must submit them to the following address. When the signature form is fully executed by Microsoft, Customer will receive a confirmation copy.

Microsoft Licensing, GP
Dept. 551, Volume Licensing
6100 Neil Road, Suite 210
Reno, Nevada 89511-1137
USA

Microsoft Volume Licensing

Amendment to Contract Documents

Enrollment Number	48408839	5-0000012937848

This amendment ("Amendment") is entered into between the parties identified on the attached program signature form. It amends the Enrollment or Agreement identified above. All terms used but not defined in this Amendment will have the same meanings provided in that Enrollment or Agreement.

Enterprise Enrollment
Mid-Term Product Selection Form
Amendment ID M539

The parties agree that the Enrollment is amended as follows:

Step 1. Enter all fields in the table below (Required).

Profile	Qualified Devices	Qualified Users	Enterprise Product Platform	Licensing Model
Enterprise	530	530	No	User

Step 2. Select the Products and Quantities Enrolled Affiliate is adding to its Enrollment. Quantity may not include any Licenses which Enrolled Affiliate has selected for optional future use, or to which it is transitioning or stepping-up within Enrollment term.

Products	Enterprise Quantity	Quantity	Quantity	Quantity
Microsoft 365				
Microsoft 365 E3 USL				
Microsoft 365 E3 Add-on				
Microsoft 365 E5 USL				
Microsoft 365 E5 Add-on				
Office Professional Plus				
Office Professional Plus				
Microsoft 365 Apps for enterprise				
Office 365 Plans				
Office 365 Plan E1 USL				
Office 365 Plan E3 USL	10			
Office 365 Plan E5 USL				
Office 365 Plan E1 Add-on				
Office 365 Plan E3 Add-on				
Office 365 Plan E5 Add-on				

Products	Enterprise Quantity	Quantity	Quantity	Quantity
Office 365 Plan E3 without ProPlus Add-on				
Client Access License (CAL)				
Choose Core CAL or Enterprise CAL:	<Choose One>	<Choose One>	<Choose One>	<Choose One>
Core CAL or Enterprise CAL				
Bridge for Office 365				
Bridge for Enterprise Mobility Suite				
Windows Desktop				
Windows 10 Enterprise E3 and LTSB Upgrade per Device				
Windows 10 Enterprise E5 per Device SL				
Windows 10 Enterprise E3 per User SL				
Windows 10 Enterprise E3 per User Add-on SL				
Windows 10 Enterprise E5 per User SL				
Windows 10 Enterprise E5 per User Add-on SL				
Windows 10 Enterprise E5 per Device Add-on SL				
Windows VDA				
Windows VDA per User SL				
Microsoft Intune				
Microsoft Intune USL				
Enterprise Mobility + Security				
Enterprise Mobility + Security E3 USL				
Enterprise Mobility + Security E3 Add-on				
Enterprise Mobility + Security E5 USL				
Enterprise Mobility + Security E5 Add-on				

Notes:

1. Enterprise Online Services may not be available in all locations. Please see the Product Terms for a list of locations where these may be purchased.
2. If Enrolled Affiliate does not order an Enterprise Product or Enterprise Online Service associated with an applicable Product pool, the price level for Additional Products in the same pool will be price level “A” throughout the term of the Enrollment.

Unless otherwise indicated in the associated Agreement documents, the CAL selection must be same across the Enterprise for each Profile.

Except for changes made by this Amendment, the Enrollment or Agreement identified above remains unchanged and in full force and effect. If there is any conflict between any provision in this Amendment and any provision in the Enrollment or Agreement identified above, this Amendment shall control.

This Amendment must be attached to a signature form to be valid.

Microsoft Internal Use Only:

(M539)EnrAmend(Mid-TermProductSelectionForm)(WW)(ENG)(Apr2025)(IU).docx		M539	PLSS

Microsoft Volume Licensing

Program Signature Form

MBA/MBSA number	
Agreement number	8084445

5-0000012937848

Note: Enter the applicable active numbers associated with the documents below. Microsoft requires the associated active number be indicated here, or listed below as new.

For the purposes of this form, "Customer" can mean the signing entity, Enrolled Affiliate, Government Partner, Institution, or other party entering into a volume licensing program agreement.

This signature form and all contract documents identified in the table below are entered into between the Customer and the Microsoft Affiliate signing, as of the effective date identified below.

Contract Document	Number or Code
<Choose Agreement>	
<Choose Agreement>	
<Choose Agreement>	
<Choose Agreement>	
<Choose Agreement>	
<Choose Enrollment/Registration>	
<Choose Enrollment/Registration>	
<Choose Enrollment/Registration>	
<Choose Enrollment/Registration>	
<Choose Enrollment/Registration>	
Amendment	M539 (48408839)

By signing below, Customer and the Microsoft Affiliate agree that both parties (1) have received, read and understand the above contract documents, including any websites or documents incorporated by reference and any amendments and (2) agree to be bound by the terms of all such documents.

Customer
Name of Entity (must be legal entity name)* CITY OF BREA
Signature*
Printed First and Last Name* Randy Hornsby
Printed Title Information Technology Manager
Signature Date* 05/20/2025
Tax ID 95-6000681

** indicates required field*

Microsoft Affiliate
Microsoft Corporation
Signature _____ **Printed First and Last Name** **Printed Title** **Signature Date** (date Microsoft Affiliate countersigns)
Agreement Effective Date (may be different than Microsoft's signature date)

Optional 2nd Customer signature or Outsourcer signature (if applicable)

Customer
Name of Entity (must be legal entity name)* City of Brea **Signature*** _____ **Printed First and Last Name*** Randy Hornsby **Printed Title** Information Technology Manager **Signature Date*** 05/20/2025

** indicates required field*

Outsourcer
Name of Entity (must be legal entity name)* **Signature*** _____ **Printed First and Last Name*** **Printed Title** **Signature Date***

** indicates required field*

If Customer requires additional contacts or is reporting multiple previous Enrollments, include the appropriate form(s) with this signature form.

After this signature form is signed by the Customer, send it and the Contract Documents to Customer's channel partner or Microsoft account manager, who must submit them to the following address. When the signature form is fully executed by Microsoft, Customer will receive a confirmation copy.

Microsoft Corporation
Dept. 551, Volume Licensing
6880 Sierra Center Parkway
Reno, Nevada 89511
USA

CITY of BREA

City Council Regular Meeting
Communication
July 15, 2025
Item No. 4G.

Acceptance of Associated Road High Pressure Waterline, CIP No. 7476

TO	PREPARED BY
Honorable Mayor and City Council Members	Ryan Chapman, City Engineer
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Michael Ho, Public Works Director	Kristin Griffith, City Manager

RECOMMENDATION

Staff recommends that the City Council take the following actions:

1. Accept project as complete and authorize City Clerk to file and record Notice of Completion;
2. Authorize the City Clerk to release the Performance Bond upon acceptance of the Warranty Bond and release the Payment Bond upon further notification from the Public Works Department; and
3. Accept the Warranty Bond.

BACKGROUND/DISCUSSION

On September 19, 2023, the City Council awarded a Construction Contract ("Contract") to Kana Pipeline, Inc. ("Kana") for $2,399,420, with a 10% construction contingency, for a total approved construction budget of $2,639,362 for the Associated Road High Pressure Waterline, CIP No. 7476 ("Project"). Work included installation of 3,963 lineal feet of 12" CMLC high pressure waterline with appurtenances, traffic control, and re-striping and marking, along the water line alignment. See Attachment A for the Project Location Map for reference.

A Notice-to-Proceed was issued for a construction start date on May 6, 2024. On October 18, 2024, the Project was considered substantially complete. On April 18, 2025, Kana signed the Notice of Acceptance for final payment and submitted all required Contract close-out documents. During the construction there were two Contract change orders issued, which included extra work for additional surveying and pipeline adjustments, and additional traffic control measures with an extension of contract days due to coordination with the Country Hills Elementary School. The final Contract amount totaled $2,612,185.12 or approximately 8.9% over the Contract amount. The improvements have been completed, and staff recommends that the City Council approve the acceptance of work performed by Kana and authorize the City Clerk to file the Notice of Completion with the County of Orange for recordation. See Attachment B for the Notice of Completion for reference.

FISCAL IMPACT/SUMMARY

The following is a summary of the final Construction Contract cost:

Original Construction Contract Amount	$2,399,420.00

Approved Change Orders Including Bid Quantity Adjustments	+$212,765.12
Final Construction Contract Amount	$2,612,185.12
Approved Construction Budget with 10% Contingency	$2,639,362.00
Remaining Construction Budget	+$27,176.88

As shown in the Table, the final Contract amount for the Project is $2,612,185.12, which is less than the approved Construction Contract budget by $27,176.88. The source of funds for this Project is from the Water Fund (Fund 420), and Gas Tax (Fund 220). Therefore, there is no impact on the General Fund.

The Project completed the high-pressure waterline between Birch Street and Lambert Road that connects the two water zones, as was identified in the current City of Brea Water Master Plan. Kana completed the Project and fulfilled its obligations to the City under the subject Contract. Furthermore, Kana provided a Warranty Bond of 100% of the final Contract amount to guarantee the work for one year after the date the Notice of Completion is recorded by the County of Orange. See Attachment C for the Warranty Bond for reference.

Therefore, City staff recommends that City Council consider accepting the Project as complete, authorizing the City Clerk to file the Notice of Completion for recordation by the County of Orange (Attachment B), and accepting the Warranty Bond (Attachment C). Additionally, City staff recommends City Council authorize the City Clerk to release the Performance Bond upon acceptance of the Warranty Bond and to release the Payment Bond upon further notification from the Public Works Department.

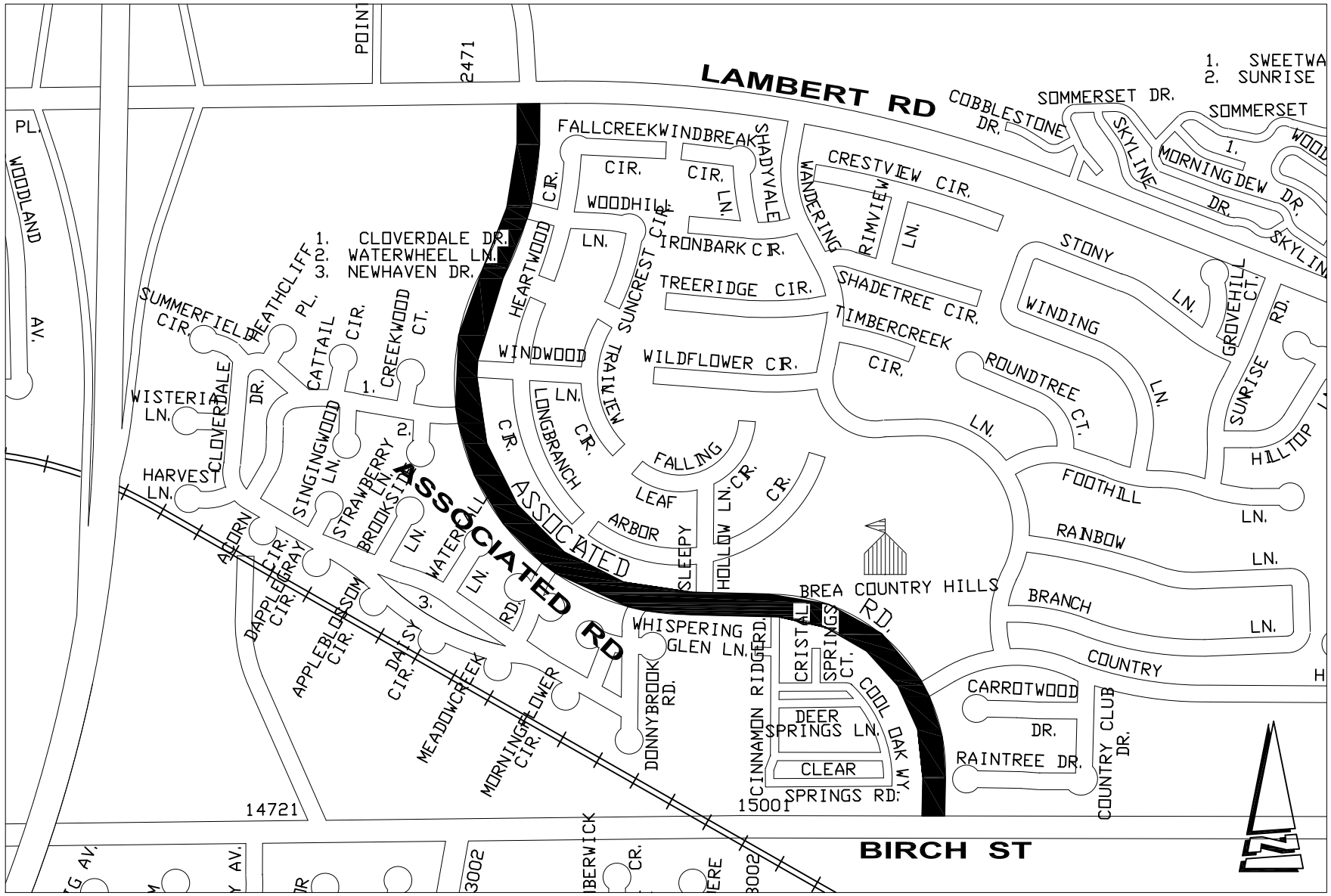
Attachments

Attachment A - Location Map.pdf

Attachment B - Notice of Completion.pdf

Attachment C - Warranty Bond.pdf

PROJECT 7476
WATER IMPROVEMENTS - N. ASSOCIATED RD.
NEW HIGH PRESSURE WATER LINE



VICINITY MAP

NOT TO SCALE

RECORDING REQUESTED BY AND WHEN RECORDED MAIL TO Name **City of Brea** Street Address **1 Civic Center Circle** City & State Zip **Brea, CA 92821**	

Free recording requested per Government Code Section 27383. **SPACE ABOVE THIS LINE FOR RECORDER'S USE**

Lillian Harris-Neal, City Clerk, City of Brea

Notice of Completion

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is the owner of the interest or estate stated below in the property hereinafter described.
2. The full name of the undersigned is **City of Brea** (NAME)
3. The full address of the undersigned is **1 Civic Center Circle, Brea, CA 92821**
   (NUMBER AND STREET, CITY, STATE, ZIP)
4. The nature of the title or the undersigned is **Owner-In-Fee**
5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

Names	Addresses

6. The names of the predecessors in interest of the undersigned, if the property was transferred subsequent to the commence of the work of improvement herein referred to are (OR IF NO TRANSFER WAS MADE, INSERT THE WORD "none"):

Names	Addresses

7. A work of improvement on the property hereinafter described was completed pursuant to Civil Code § 9200(a) through acceptance by City Council on **July 15, 2025.**
8. The name of the original contractor, if any, for the work of improvement was **Kana Pipeline, Inc.** (NAME OF CONTRACTOR, OR IF NO CONTRACTOR FOR THE WORK OF IMPROVEMENT AS A WHOLE, INSERT THE WORD "none"). [IF NOTICE COVERS COMPLETION OF CONTRACT FOR ONLY PART OF THE WORK OF IMPROVEMENT, ADD: The kind of work done or material furnished was: **Waterline Improvements**
9. The property on which the work of improvement was completed is in the City of **Brea**, County of **Orange**, State of California, and is described as follows: **Associated Road High Pressure Waterline, CIP 7476.**
10. The street address of the said property is: **N. Associated Road from Lambert Road to Birch Street.**

Dated: 7/15/2025

_____ (SIGNATURE)
Ryan Chapman, P.E., City Engineer (TYPED NAME)

VERIFICATION

I, the undersigned, say:
I am the person who signed the foregoing notice. I have read the above notice and know its contents, and the facts stated therein are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at **Brea**, California, this 15th day of July 2025.

_____ (SIGNATURE)
Ryan Chapman, P.E., City Engineer (TYPED NAME)

Executed in Duplicate

Bond No. 9434686

WARRANTY BOND

KNOW ALL PERSONS BY THESE PRESENTS that:

WHEREAS the City of Brea ("Owner") has awarded to

Kana Pipeline, Inc.

("Principal"), a contract ("Contract") for the work described as follows:
Associated Road High Pressure Water Line, CIP No. 7476

WHEREAS, Principal is required under the terms of the Contract to furnish a **one (1) year warranty** to make repairs or replacements made necessary by defects in materials, equipment or workmanship related to the Principal's construction of the Improvements.

NOW, THEREFORE, we, the undersigned Principal, and Fidelity and Deposit Company of Maryland
777 S. Figueroa Street, Suite 3900, Los Angeles, CA 90017; (760) 484-1795
(Insert name, address , and telephone number of Surety)

("Surety"), a duly admitted surety insurer under the laws of the State of California, as Surety, are held and firmly bound unto Owner in the penal sum of Two Million Six Hundred Twelve Thousand One Hundred Eighty Five and 12/100---------- ---------- **Dollars ($** 2,612,185.12 **)**, in lawful money of the United States of America, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the hereby bounded Principal, his, her or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform all the undertakings, terms, covenants, conditions and agreements concerning the one (1) year warranty as set forth in the Contract and any alteration thereof made as therein provided, on the Principal's part to be kept and performed, all within the time and in the manner therein specified, and in all respects according to their true intent and meaning, then this obligation shall become null and void; otherwise, it shall be and remain in full force and effect.

In case suit is brought upon this bond, Surety further agrees to pay all court costs and reasonable attorneys' fees in an amount fixed by the court.

FURTHER, the Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, addition or modification to the terms of the Contract, or of the work to be performed thereunder, or the specifications for the same, shall in any way affect its obligations under this bond, and it does hereby waive notice of any such change, extension of time, alteration, addition, or modification to the terms of the Contract or to the work or to the specifications thereunder. Surety hereby waives the provisions of California Civil Code §§ 2845 and 2849. The City of Brea is the principal beneficiary of this bond and has all rights of a party thereto.

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

Dated: May 12, 2025

"Principal"	"Surety"
Kana Pipeline, Inc.	Fidelity and Deposit Company of Maryland
By: _____	By: _____
Its Patrick S Burns CFO	Its Kim Luu, Attorney-in-Fact
By: _____	By: _____
Its	Its
(Seal)	(Seal)

Note: This bond must be executed in duplicate and dated, all signatures must be notarized, and evidence of the authority of any person signing as attorney-in-fact must be attached.

CALIFORNIA ACKNOWLEDGMENT CIVIL CODE § 1189

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

State of California
County of Riverside }

On May 13, 2025 before me, Uyen T. Alvarez, Notary Public,
Date *Here Insert Name and Title of the Officer*

personally appeared Patrick S. Burns
Name(s) of Signer(s)

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

UYEN T. ALVAREZ
COMM. #2415299
Notary Public - California
Riverside County
My Comm. Expires Sep. 8, 2026
NRO1 NRO1

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

WITNESS my hand and official seal.

Signature _____
Signature of Notary Public

Place Notary Seal and/or Stamp Above

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Warranty Bond (No 9434686)

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____	Signer's Name: _____
☐ Corporate Officer – Title(s): _____	☐ Corporate Officer – Title(s): _____
☐ Partner – ☐ Limited ☐ General	☐ Partner – ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact	☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator	☐ Trustee ☐ Guardian or Conservator
☐ Other: _____	☐ Other: _____
Signer is Representing: _____	Signer is Representing: _____

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CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT CIVIL CODE § 1189

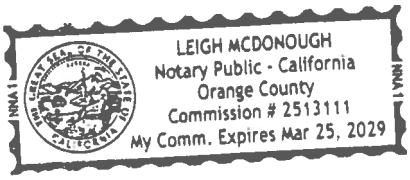
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Orange)

On MAY 12 2025 before me, Leigh McDonough, Notary Public,
Date *Here Insert Name and Title of the Officer*

personally appeared Kim Luu
Name(s) of Signer(s)

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



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

WITNESS my hand and official seal.

Signature Leigh McDonough
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____ Document Date: _____

Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____
Corporate Officer — Title(s): _____
Partner — Limited General
Individual x Attorney in Fact
Trustee Guardian or Conservator
Other: _____
Signer Is Representing: _____

Signer's Name: _____
Corporate Officer — Title(s): _____
Partner — Limited General
Individual Attorney in Fact
Trustee Guardian or Conservator
Other: _____
Signer Is Representing: _____

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ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by Christopher Nolan, Vice President, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint Jessica ALVARADO, Leigh MCDONOUGH, Mark RICHARDSON, Kevin CATHCART, Terah LANE, Heather SALTARELLI, Mike PARIZINO, Rachelle RHEAULT, Kim LUU, Harrison YOSHIOKA of Irvine, California, its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: **any and all bonds and undertakings,** and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland., and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland., in their own proper persons.

The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies, and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said **ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND**, this 7th day of January, A.D. 2025.

SEAL SEAL SEAL

ATTEST:
ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND

By: Christopher Nolan
Vice President

By: Dawn E. Brown
Secretary

State of Maryland
County of Baltimore

On this 7th day of January, A.D. 2025, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, **Christopher Nolan, Vice President and Dawn E. Brown, Secretary** of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, deposeth and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.

Genevieve M. Maison
Notary Public
My Commission Expire January 27, 2029

Authenticity of this bond can be confirmed at bondvalidator.zurichna.com or 410-559-8790

EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V. Section 8. Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify of revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Vice President of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney...Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies, this _____ day of MAY 12 2025.



Mary Jean Pethick
Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:

Zurich Surety Claims
1299 Zurich Way
Schaumburg, IL 60196-1056
reportsfclaims@zurichna.com
800-626-4577

Authenticity of this bond can be confirmed at bondvalidator.zurichna.com or 410-559-8790

CITY of BREA

City Council Regular Meeting
Communication
July 15, 2025
Item No. 4H.

Emergency Ambulance Contract Amendment

TO	PREPARED BY
Honorable Mayor and City Council Members	Justin Zuhlke, Battalion Chief
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Daniel Mielke, Fire Chief	Kristin Griffith, City Manager

RECOMMENDATION

Approve Amendment No. 1 to the Ambulance Services Agreement with Emergency Ambulance Services, Inc. to provide Surge Ambulance Services (Primary) with a not-to-exceed contract amount of $80,000.

BACKGROUND/DISCUSSION

The City of Brea is currently under contract with Emergency Ambulance Service (EAS) for Surge services (Primary) providing “back-up” coverage for ambulance transport. The current agreement states that the City of Brea will pay a monthly flat fee of $6,500 per month (not to exceed $50,000) for service from EAS. Both Brea Fire and EAS would like to continue this model and extend the contract an additional one (1) year beginning 7/18/2025. The contract will maintain the same payment model of $6,500 per month, not to exceed $80,000.

The all-inclusive cost for coverage (surge) versus paying by single response coverage is $6,500. The City is at a break-even point based on the amount of times the Fire Department has relied on EAS for surge coverage. This payment model has proven to be the most cost effective for the City of Brea.

EAS is the closest private ambulance company to Brea and can provide rapid response times. The second closest company would be FALCK, and the City of Brea is currently operating under contract with FALCK for back up surge coverage.

FISCAL IMPACT/SUMMARY

The total contract amount is $80,000 and is currently programmed in the adopted FY 2025-27 Operating Budget within the Paramedic Services Fund (174). No additional appropriation is needed.

Amendment No. 1 reads in section 1-A **Exhibit B**, “but in no event will Contractor’s total compensation under this Agreement exceed $130,000 unless payment in excess of that amount has been approved by the City Council as required by the City’s Purchasing Policy and pursuant to Chapter 3.24 of the Brea City Code.”

The above mentioned $130,000 is the total of the combined contracts. $50,000 allotted from 1/17/2025 – 7/17/2025, and $80,000 allotted for the new amendment, not exceeding a total of $130,000.

Attachments

Amendment #1 - 2025 Emergency Ambulance agmt_encrypted_.pdf

01-17-2025 - Emergency Ambulance Service, Inc.pdf

AMENDMENT NO. 1
TO AMBULANCE SERVICES AGREEMENT

THIS AMENDMENT NO. 1 ("First Amendment") to the January 17, 2025 Ambulance Services Agreement ("Agreement") executed by the City of Brea ("City"), a California municipal corporation, and Emergency Ambulance Service, Inc. ("Contractor"), a California corporation, is dated July 15, 2025 for reference purposes.

R E C I T A L S

A. The parties executed the Agreement to provide for City's retention of Contractor to serve as Primary Backup for the Brea Fire Department's emergency Basic Life Support and emergency Advanced Life Support services when Surge Services are needed.

B. The parties desire to amend the Agreement to: (i) extend the term by one year (until July 18, 2026); and (ii) increase the compensation limit.

NOW, THEREFORE, the parties agree as follows:

1. Amendment of Section 2. Paragraph A (Compensation) of Section 2 (Compensation, Reimbursements & Fees) of the Agreement is amended to read as follows:

"A. Compensation. Contractor shall be compensated for the Services provided under this Agreement as set forth in the attached **Exhibit B**, but in no event will Contractor's total compensation under this Agreement exceed $130,000 unless payment in excess of that amount has been approved by the City Council as required by the City's Purchasing Policy and pursuant to Chapter 3.24 of the Brea City Code."

2. Amendment of Section 4. Paragraph A of Section 4 (Term) of the Agreement is amended to read as follows:

"A. The term of this Agreement shall commence on January 17, 2025 ("Effective Date") and shall expire on July 18, 2026 unless sooner terminated or extended as provided in this Agreement."

3. Amendment of Exhibit B. Exhibit B of the Agreement is amended to read as follows:

"In consideration of the Services provided by Contractor under the Agreement, City shall pay Contractor a flat monthly rate of Six Thousand Five Hundred Dollars ($6,500.00) per month. No later than thirty (30) days before the expiration of this Agreement the parties shall meet in good faith to discuss possible changes to the manner or amount of Contractor's compensation in the event the Term is extended.

4. Counterparts. This First Amendment may be executed in any number of counterparts, each of which shall be deemed an original and all of which taken together shall constitute one and the same document.

5. Preservation of Agreement. Except as expressly modified by this First Amendment, all of the provisions of the Agreement shall remain unaltered and in full force and effect. In the event

of a conflict between the provisions of this First Amendment and the provisions of the Agreement, the provisions of this First Amendment shall control.

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

EMERGENCY AMBULANCE Service, INC.

By: Paul Scarborough
Paul Scarborough (Jul 2, 2025 20:02 CDT)

Print Name: Paul Scarborough

□ Chairperson ☑ President □ Vice President

By: _____

Print Name: Adrian Dehghanmanesh

□ Secretary □ Asst. Secretary
☑ Chief Finance Officer □ Asst. Treasurer

[Pursuant to California Corporations Code Section 313, both signature lines must be executed unless the signatory holds at least one of the offices designated on each line.]

CITY OF BREA

_____
Blair Stewart, Mayor

Attest:

_____
Lillian Harris-Neal, City Clerk

Approved as to form:

_____
Terence Boga, City Attorney

AGREEMENT # 2025.01.17.01 for
Emergency Basic Life Support Ambulance Services
(Surge Services—Primary Back-Up)

This Agreement for Ambulance Services Agreement—Surge Services ("Agreement") is dated January 17, 2025 for reference purposes and is executed by the City of Brea, a California municipal corporation ("City"), and Emergency Ambulance Service, Inc., a California Corporation ("Contractor"). City and Contractor are each a "Party" and together the "Parties."

RECITALS

A. City is authorized by Section 38794 of the Governing Code, Section 1797.201 of the Health & Safety Code, and Section 8.36.050 of the Brea City Code to provide ambulance service for provision of ambulance services in response to emergencies in Brea, including providing such services pursuant to a contract with an ambulance service operator.

B. City previously contracted with Contractor to be the exclusive provider of emergency Basic Life Support Services ("BLS") and emergency Advanced Life Support ("ALS") ambulance patient transport in coordination in the Brea Fire Department ("BFD").

C. BFD will assume direct responsibility as the provider of BLS and ALS services in the City as of the Effective Date, at which time City will require one or more independent contractors to provide non-exclusive, on-call ambulance services on a need and necessity basis when BFD determines additional capacity is necessary to respond to an unusual or unexpected need for ambulance service ("Surge Services").

D. City intends to retain two independent contractors to provide Surge Services; one to be on call as BFD's primary backup ("Primary Backup) and another to be BFD's secondary backup ("Secondary Backup") at times when the Primary Backup is unable to provide Surge Services.

E. Contractor represents that it is duly licensed, fully authorized by law, and has the necessary experience and qualifications, to provide such Surge Services as the Primary Backup to BFD subject to the terms and conditions of this Agreement.

NOW, THEREFORE, the parties agree as follows:

AGREEMENT

1. Contractor's Services

A. Scope of Services. Contractor shall be BFD's Primary Backup and provide Surge Services in accordance with the Scope of Services set forth in the attached **Exhibit A**, and as otherwise required by this Agreement (collectively, "Services"), all to City's satisfaction.

B. Contractor's Understanding of the Services. By execution of this Agreement, Contractor: (i) warrants that it has thoroughly investigated and considered the Services; possesses and shall maintain all licenses required to perform the Services; has expertise in the provision of the Services; has carefully considered how the Services should be performed; and fully understands the difficulties and restrictions attending the performance of the Services; (ii) acknowledges that City may, in its sole and absolute discretion, retain one or more other independent contractors to provide Surge Services in lieu of or in addition to those provided by Contractor.

C. Standard of Care. Contractor's Services shall be performed in accordance with the generally accepted professional standards of practice and principles and in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently

performing similar services under similar conditions. Contractor shall maintain all professional licenses and certifications required to lawfully perform the Services.

2. Compensation, Reimbursements & Fees

A. Compensation. Contractor shall be compensated for the Services provided under this Agreement as set forth in the attached **Exhibit B**, but in no event will Contractor's total compensation under this Agreement exceed $50,000 unless payment in excess of that amount has been approved by the City Council as required by the City's Purchasing Policy and pursuant to Chapter 3.24 of the Brea Municipal Code.

B. No Patient Billing. In no event shall Contractor seek compensation or reimbursement from persons receiving ALS or BLS care under this Agreement.

C. City Reimbursement. Contractor shall reimburse City for its contribution of services, materials and equipment, if any, in accordance with the terms and conditions set for the in the attached **Exhibit B**.

3. Contingency Work

This Agreement does not include any contingency or additional work. Any additional work performed by Contractor without a written amendment or approval of the City shall be deemed to be work included within the Services.

4. Term

A. The term of this Agreement shall commence on the Effective Date ("Effective Date") and continue for six (6) months unless sooner terminated or extended as provided in this Agreement.

B. The City Fire Chief may extend the term for an additional six (6) months if he or she, in their sole reasonable discretion, determines such an extension is in the interests of the health and safety of the public. Any additional extensions of the term shall require the written agreement of both Parties and approval by the City Council.

5. Time of Performance

A. Operating Schedules & Deadlines. Contractor shall complete all Services during the term of this Agreement in a prompt manner and shall meet any established operating schedules and deadlines that the Parties may agree to in writing.

B. Notice to Proceed. Contractor shall commence performance within two (2) business days of receiving City's written Notice to Proceed. Contractor shall not perform any of the Services until receiving the Notice to Proceed from the Fire Chief. The Fire Chief may delay delivery of the Notice to Proceed in order to protect public health and safety in the event the Contractor is for any reason unable to commence performance at that time.

C. Force Majeure. Neither party shall be considered in default of this Agreement for delays in performance caused by a force majeure event. As used in this Agreement, the term "force majeure event" means circumstances beyond the reasonable control of the non-performing party and includes the following: abnormal weather conditions; floods; earthquakes; fire; epidemics; war; riots and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage; or judicial restraint, provided Contractor's performance under any such conditions must always meet the standard of care generally exercised by like professionals under similar circumstances. Contractor's lack of financial capability, shall not constitute a force majeure event unless directly attributable to any of the foregoing events. Should a force majeure event occur, the non-performing party shall as soon as possible give notice to the other party

describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement.

6. Maintenance of Records

Books, documents, papers, accounting records, and other evidence pertaining to the Services, including costs incurred, shall be maintained by Contractor and made available for review by City at all reasonable times during the term of this Agreement and for four (4) years from expiration or termination of this Agreement.

7. Compliance with Law

A. Contractor shall comply with all applicable federal state, and local laws, including Cal/OSHA requirements and Chapter 8.36 of the Brea Municipal Code.

B. Contractor shall maintain a City of Brea business license at all times while operating in the City.

8. Assignment and Subcontracting

A. Contractor shall not assign or transfer this Agreement or any rights or obligations under, or any interest in this Agreement, or subcontract any required performance hereunder, without the prior written consent of City, which may be withheld for any reason. City shall be deemed to have approved Contractor's utilization of subcontractors identified in Contractor's proposal for the Services.

B. Any attempt to so assign, transfer, or subcontract without City's prior written consent shall be void and shall constitute grounds for City's termination of this Agreement. Authorized subcontracts shall contain a provision making the subcontractor subject to all requirements of this Agreement.

C. If use of a subcontractor is approved, then City may withhold 5% of any payment to Contractor. Such retention shall be released upon City's receipt of an unconditional release of all claims signed by any such subcontractor, as to work performed to date.

9. Independent Contractor

A. Contractor is retained as an independent contractor and is not an employee of City. No employee or agent of Contractor is or shall become an employee of City.

B. Contractor will determine the means, methods, and details by which Contractor's personnel will perform the Services. Contractor shall be solely responsible for the satisfactory work performance of all personnel engaged in performing the Services and compliance with the customary professional standards.

C. Contractor's personnel shall not wear or display any City uniform, badge, identification number, or other information identifying such individual as an employee of City. Contractor's personnel shall not use any City e-mail address or City telephone number in the performance of the Services. Contractor shall acquire and maintain at its sole cost and expense such vehicles, equipment and supplies as Contractor's personnel require to perform the Services. City may make a computer available to Contractor from time to time for Contractor's personnel to obtain information about or to check on the status of projects pertaining to the Services.

D. Contractor shall be responsible for and pay all wages, salaries, benefits and other amounts due to Contractor's personnel in connection with the Services. Contractor shall be responsible for all reports and obligations respecting such additional personnel, including Social Security taxes, other retirement or pension benefits, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance. Contractor and its officers,

employees, agents, and subcontractors shall not become entitled to, and hereby waive any claims to, any wages, salaries, compensation, benefit or any incident of employment by City, including eligibility to enroll in, or reinstate to membership in, the California Public Employees Retirement System ("PERS") or any other retirement program, as an employee of City, and entitlement to any contribution to be paid by City for employer contributions or employee contributions for PERS benefits or any other retirement benefits

E. Contractor shall indemnify and hold harmless City and its elected officials, officers, employees, servants, designated volunteers, and agents serving as independent contractors in the role of City officials, from any and all liability, damages, claims, costs, and expenses of any nature to the extent arising from Contractor's personnel practices. City shall have the right to offset against the amount of any fees due to Contractor under this Agreement any amount due to City from Contractor as a result of Contractor's failure to promptly pay to City any reimbursement or indemnification arising under this Section. All duties of Contractor under this paragraph shall survive expiration or termination of this Agreement.

10. PERS Compliance

The parties acknowledge that City is a local agency member of PERS, and as such has certain pension reporting and contribution obligations to PERS on behalf of qualifying employees. Contractor agrees that, in providing its employees and any other personnel to City to perform the Services, Contractor shall assure compliance with the Public Employees' Retirement Law (Government Code Section 20000 et seq.), the regulations of PERS, and the Public Employees' Pension Reform Act of 2013 (Government Code Section 7522 et seq.). Without limitation to the foregoing, Contractor shall assure compliance with regard to personnel who have active or inactive membership in PERS and to those who are retired annuitants and in performing this Agreement shall not assign or utilize any of its personnel in a manner that will cause City to be in violation of the applicable retirement laws and regulations.

11. Insurance

Unless otherwise permitted or waived in writing by City's Risk Manager, Contractor shall not commence work until it has secured all insurance required under this section and provided evidence thereof that is acceptable to City. In addition, Contractor shall not allow any subcontractor to commence work on any subcontract until it has secured all insurance required under this section.

A. Commercial General Liability

i. Contractor shall take out and maintain, in amounts not less than specified herein, Commercial General Liability Insurance, in a form and with insurance companies acceptable to City.

ii. Coverage for Commercial General Liability insurance shall be at least as broad as the following: Insurance Services Office Commercial General Liability coverage (Occurrence Form CG 00 01) or exact equivalent.

iii. Commercial General Liability Insurance must include coverage for the following:

a. Bodily Injury and Property Damage
b. Personal Injury/Advertising Injury
c. Premises/Operations Liability
d. Products/Completed Operations Liability
e. Aggregate Limits that Apply per Project
f. Contractual Liability with respect to this Agreement

g. Broad Form Property Damage
h. Independent Contractors Coverage

iv. The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; (3) products/completed operations liability; or (4) contain any other exclusion contrary to this Agreement.

v. The policy shall be endorsed to name City, its officials, officers, employees, agents, servants, designated volunteers and agents serving as independent contractors in the role of City officials, as additional insureds using ISO endorsement forms CG 20 10 10 01 and 20 37 10 01, or endorsements providing the exact same coverage.

vi. The general liability coverage may utilize deductibles or provide coverage excess of a self-insured retention, only if approved by City's Risk Manager in writing, and further provided that such deductibles shall not apply to coverage of the additional insureds.

B. **Automobile Liability**

i. Contractor shall maintain Automobile Liability Insurance for bodily injury and property damage including coverage for owned, non-owned and hired vehicles, in a form and with insurance companies acceptable to City.

ii. Coverage for automobile liability insurance shall be at least as broad as Insurance Services Office Form Number CA 00 01 covering automobile liability (Coverage Symbol 1, any auto).

iii. The policy shall be endorsed to name City, its officials, officers, employees, agents, servants, designated volunteers and agents serving as independent contractors in the role of City officials, as additional insureds.

iv. Subject to City's written approval, the automobile liability coverage may utilize deductibles or provide coverage excess of a self-insured retention, provided that such deductibles shall not apply to coverage of the additional insureds.

C. **Workers' Compensation/Employer's Liability**

i. Contractor certifies that Contractor is aware of the provisions of Labor Code Section 3700 which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and he/she/it will comply with such provisions before commencing work under this Agreement.

ii. Contractor shall maintain full compensation insurance for its employees in accordance with the Workers' Compensation and Insurance Act (Labor Code Section 3200 et seq.) and Employer's Liability Coverage in amounts indicated herein. Contractor shall require all subcontractors to obtain and maintain workers' compensation coverage of the same type and limits as specified in this section.

D. **Professional Liability**. Contractor shall maintain professional liability or errors and omissions insurance appropriate to its profession (which shall include ambulance medical malpractice coverage), in a form and with insurance companies acceptable to City and with the limits required herein. This insurance shall be endorsed to include contractual liability applicable to this Agreement and shall be written on a policy coverage form specifically designed to protect against acts, errors or omissions of Contractor in the performance of professional services. "Covered Professional Services" as designated in the policy must specifically include work performed under this Agreement. The policy must "pay on behalf of" the insured and must include a provision establishing the insurer's duty to defend.

E. **Cyber Liability**. Contractor shall maintain cyber liability insurance providing protection against claims and liabilities arising from: (i) errors and omissions in connection with maintaining security of City Data (as defined below); (ii) data breach including theft, destruction, and/or unauthorized use of City Data; (iii) identity theft including bank charges assessed; and (iv) violation of privacy rights due to a breach of City Data.

F. **Minimum Policy Limits Required**

i. A.M. Best's Rating. Each policy of insurance required herein shall be from a company or companies having a current A.M. Best's rating of no less than A:VII and admitted and authorized to transact the business of insurance in the State of California.

ii. The following insurance limits are required for this Agreement:

Commercial General Liability	**$5,000,000 per occurrence/ $10,000,000 aggregate for bodily injury, personal injury, and property damage**
Automobile Liability	**$3,000,000 per occurrence (any auto) for bodily injury and property damage/ $10,000,000 annual aggregate**
Workers' Compensation and Employer's Liability	**Workers' Compensation in the amount required by California law.**
Professional Liability	**$5,000,000 each claim and $10,000,000 aggregate.**
Cyber Liability	**$2,000,000 each claim**
Sexual Misconduct Liability Insurance	**$3,000,000 per occurrence.**

iii. Defense costs shall be payable in addition to the limits.

iv. Requirements of specific coverage or limits contained in this section are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance. Any available coverage shall be provided to the parties required to be named as additional insured pursuant to this Agreement.

G. **Proof of Insurance**. Within five days of execution of this Agreement, but prior to commencement of the Services, Contractor shall file with City evidence of insurance from an insurer or insurers certifying to the coverage of all insurance required herein. Such evidence shall include original copies of the ISO CG 00 01 (or insurer's equivalent) signed by the insurer's representative and Certificate of Insurance (Acord Form 25-S or equivalent), together with required endorsements. All evidence of insurance shall be signed by a properly authorized officer, agent, or qualified representative of the insurer and shall certify the names of the insured, any additional insureds, where appropriate, the type and amount of the insurance, the location and operations to which the insurance applies, and the expiration date of such insurance.

H. **Policy Provisions Required**

i. Contractor shall provide City at least 30 days prior written notice of cancellation of any policy required by this Agreement, except that Contractor shall provide at least 10 days prior written notice of cancellation of any such policy due to non-payment of premium. If any of the required coverage is cancelled or expires during the term of this Agreement, Contractor shall deliver renewal certificate(s) including the required additional insured endorsement to City at least 10 days prior to the effective date of cancellation or expiration.

ii. The Commercial General Liability Policy and Automobile Liability Policy shall each contain a provision stating that Contractor's policy is primary insurance and that any insurance, self-insurance or other coverage maintained by City or any additional insureds shall not be called upon to contribute to any loss.

iii. The retroactive date (if any) of each policy is to be no later than the effective date of this Agreement. If a "claims-made" professional liability policy is provided, it shall include an extended reporting period of not less than three years.

iv. All required insurance coverages, except for the professional and cyber liability coverage, shall contain or be endorsed to provide a waiver of subrogation in favor of City, its officials, officers, employees, agents, servants, designated volunteers and agents serving as independent contractors in the role of City officials, or shall specifically allow Contractor or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Contractor hereby waives its own right of recovery against City, and shall require similar written express waivers and insurance clauses from each of its subcontractors.

v. The limits set forth herein shall apply separately to each insured against whom claims are made or suits are brought, except with respect to the limits of liability. Further the limits set forth herein shall not be construed to relieve Contractor from liability in excess of such coverage, nor shall it limit Contractor's indemnification obligations to City or preclude City from taking such other actions available to City under other provisions of this Agreement or law.

I. **Additional Insurance Provisions**

i. The foregoing requirements as to the types and limits of insurance coverage to be maintained by Contractor, and any approval of such insurance by City, are not intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise assumed by Contractor pursuant to this Agreement, including the provisions concerning indemnification.

ii. If at any time during the term of this Agreement, any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Contractor or City will withhold amounts sufficient to pay premium from Contractor payments. In the alternative, City may terminate this Agreement for cause.

iii. City may require Contractor to provide for inspection by City, complete copies of all insurance policies in effect for the duration of the Agreement.

iv. No City official, officer, employee, agent or volunteer shall be personally responsible for any liability arising under or by virtue of this Agreement.

v. The insurance obligations under this Agreement shall be: (1) all the insurance coverage and/or limits carried by or available to Contractor; or (2) the minimum insurance coverage requirements and/or limits shown in this Agreement; whichever is greater. Any insurance proceeds in excess of or broader than the minimum required coverage and/or minimum required limits, which are applicable to a given loss, shall be available to City. No representation is made that the minimum insurance requirements of this Agreement are sufficient to cover the obligations of Contractor under this Agreement.

J. **Subcontractor Insurance Requirements**. Contractor shall not allow any subcontractor to commence work on any subcontract until it has provided evidence satisfactory to City that it has secured all insurance required under this section. Policies of commercial general liability insurance provided by such subcontractors shall be endorsed to name City, its officials,

officers, employees, agents, servants, designated volunteers and agents serving as independent contractors in the role of City officials as additional insureds, using ISO form CG 20 38 04 13 or an endorsement providing the same coverage. If requested by Contractor, City may approve different scopes or minimum limits of insurance for particular subcontractors.

12. Indemnification

A. To the fullest extent permitted by law, Contractor shall defend (with counsel reasonably approved by City), indemnify and hold City, its officials, officers, attorneys, agents, employees, servants, designated volunteers, successors, assigns and those City agents serving as independent contractors in the role of City officials (collectively "Indemnitees") free and harmless with respect to any and all claims, demands, causes of action, costs, expenses, liabilities, losses, damages, stop notices and/or injury of any kind, in law or equity, to property or persons, including bodily injury, wrongful death, personal injury and property damage, and destruction, or unauthorized access to, use, and/or theft of City Data (collectively, "Claims") in any manner and to the extent arising out of, pertaining to, or incidental to any act, error, omission, or willful misconduct of Contractor, its owners, officials, officers, employees, servants, subcontractors, consultants or agents (and/or any entity or individual for whom Contractor shall bear legal liability) in connection with the performance of the Services including the payment of all damages, expert witness fees and attorney's fees and other related costs and expenses actually incurred in connection with such defense. Contractor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by Contractor, or by City or any of the other Indemnitees. Contractor shall have no liability hereunder for claims and liabilities arising out of the sole, active negligence of any of the Indemnitees.

B. Contractor's obligations under this Section shall survive the expiration or termination of this Agreement.

13. Laws and Venue

This Agreement shall be interpreted in accordance with the laws of the State of California without regard for change of venue laws. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a state or federal court situated in the County of Orange, State of California. Contractor must comply with the claim procedures set forth in the Government Claims act (Government Code Section 810 *et seq.*) prior to filing any lawsuit against City.

14. Termination

A. City may terminate any portion or all of the Services or this Agreement with or without cause by giving 30-days' written notice to Contractor. In such event, City shall be immediately given title to and possession of all Work Product (as defined) below and original field notes, drawings and specifications, written reports and all other documents produced or developed pursuant to this Agreement. Provided Contractor is not then in breach, City shall pay Contractor for any portion of the Services satisfactorily completed prior to termination. If termination occurs prior to completion of any specific task for which a payment request has not been received, the charge for Services performed shall be the reasonable value of such Services, based on an amount agreed to by the parties. City shall not be liable for any costs other than the charges or portions thereof which are specified herein. Contractor shall not be entitled to payment for unperformed Services, and shall not be entitled to damages or compensation resulting from such termination. Termination pursuant to this paragraph shall not in any manner limit or preclude any additional remedy available at law or in equity. City shall not terminate the Agreement for cause without first providing Contractor a written notice of default and demand to cure, and Contractor has failed to cure such default within 30 days of receipt of such notice. The City

Manager may, in his or her sole discretion, extend the time period by which Contractor must cure such deficiencies if the City Manager finds that Contractor is diligently proceeding with all steps necessary to cure such default.

B. City may take immediate action to remedy Contractor's breach itself or terminate this Agreement, with or without prior notice to Contractor, if the City Manager in his or her sole discretion finds that Contractor's breach has created, is creating, or threatens to create an immediate danger to the health and safety or general welfare. In the event of such action or termination, Contractor shall fully cooperate with and shall immediately assist City and any successor ambulance service operator(s) to effectuate an immediate, efficient, orderly takeover of the Services so there is no service interruption to the public. Contractor expressly agrees that these emergency takeover provisions are reasonable and necessary in light of the serious public health and safety aspects associated with the provision of services under the Agreement. Any legal action taken by Contractor to challenge either a termination for cause or emergency takeover of this Agreement shall only be initiated by Contractor after the emergency takeover or termination for cause above, has been completed, and shall not under any circumstances whatsoever be allowed to delay the process of takeover by the City. Contractor's cooperation with, and full support of, such emergency takeover processed shall not in any way jeopardize or limit Contractor's right to recover damages should a court of competent jurisdiction determine that the City wrongfully terminated this Agreement. Contractor waives any right to seek any declaratory or equitable relief, including a restraining order or injunction, against either the termination or an emergency takeover.

C. Contactor may terminate this Agreement only for cause and by serving written notice of termination to City, provided Contractor has first served City with a written notice of default and demand to cure, and City has failed to cure such default within 30 days of receipt of such notice.

15. Final Payment Acceptance Constitutes Release

Contractor's acceptance of City's final payment under this Agreement shall operate as and be a release of City from all claims and liabilities for compensation to Contractor for the Services or anything done or furnished relating thereto. Neither City's payment to Contractor nor approval of payment constitute, nor be deemed, a release of the responsibility and liability of Contractor, its employees, sub-contractors and agents for the accuracy and competency of the information provided and/or work performed; nor shall such or payment or approval be deemed to be an assumption of such responsibility or liability by City for any defect or error in the work prepared by Contractor, its employees, subcontractors and agents.

16. Ownership of Work Product

A. All draft and final reports, documents, and other written material, and any and all images, ideas, concepts, designs including website designs, source code, object code, electronic data and files, and/or other media whatsoever created or developed by Contractor in the performance of this Agreement (collectively, "Work Product") shall be considered to be "works made for hire" for the benefit of City. All Work Product and any and all intellectual property rights arising from their creation, including all copyrights and other proprietary rights, shall be and remain the property of City without restriction or limitation upon their use, duplication or dissemination by City upon final payment being made, provided that any such use shall be at City's sole risk. Contractor shall not obtain or attempt to obtain copyright protection as to any of the Work Product. Contractor agrees that the compensation set forth in Section 2 of this Agreement includes conveyance to City of ownership of all Work Product, including intellectual property rights, as provided in this Section 16.

B. Contractor hereby assigns to City all rights of ownership to the Work Product, including any and all related intellectual property and proprietary rights, that are not otherwise vested in City pursuant to subsection A above.

C. Contractor warrants and represents that it has secured all necessary licenses, consents or approvals necessary to the production of the Work Product, and that upon final payment or Contractor's default, City shall have full legal title to the Work Product, and full legal authority and the right to use and reproduce the Work Product for any purpose. Contractor shall defend, indemnify and hold City, and the other Indemnitees harmless from any and all losses, claims or liabilities in any way related to a claim that City's use of any of the Work Product violates federal, state or local laws, or any contractual provisions, or any rights or laws relating to trade names, licenses, franchises, copyrights, patents or other means of protecting intellectual property rights and/or interests in products, ideas or inventions. Contractor shall bear all costs arising from the use of patented, copyrighted, trade secret or trademarked documents, materials, equipment, devices or processes in connection with its provision of the Work Product produced under this Agreement. In the event the use of any of the Work Product or other deliverables hereunder by City is held to constitute an infringement and the use of any of the same is enjoined, Contractor, at its expense, shall: (a) secure for City the right to continue using the Work Product and other deliverables by suspension of any injunction, or by procuring a license or licenses for City; or (b) modify the Work Product and other deliverables so that they become non-infringing while remaining in compliance with the requirements of this Agreement. Contractor's obligations under this Section shall survive the expiration or termination of this Agreement.

17. Data Security

A. As used in this Agreement, "City Data" means any and all information and data provided or made accessible, directly or indirectly, to Contractor by City, or otherwise acquired from City, in connection with Contractor's performance of the Services. Except where subject to a third party's intellectual property rights, any and all City Data is solely owned by City. Contractor is granted a limited, non-exclusive, and revocable license to use City Data solely as necessary to perform the Services. At no time shall Contractor use City Data for its own purposes, or sell, disclose or disseminate City Data, except as required by law or to provide the Services. At all times herein, Contractor shall protect and maintain the security of City Data using methods providing not less than the level of security Contractor uses for its own confidential data, and that otherwise comply with recognized industry data security standards applicable to similar kinds of governmental data and information.

B. To the extent any City Data consists of personal information as defined in Consumer Privacy Act (Civil Code Section 1798.100 et seq.), Contractor shall comply with that statute and with Civil Code Section 1798.82 including providing the required notifications in the event of any unauthorized access of personal information stored, maintained, accessed, used or transmitted by Contractor in connection with this Agreement. Notwithstanding the foregoing, Contractor shall within 24 hours notify the City Representative by telephone and in writing of any unauthorized access of City Data. Thereafter, Contractor shall render any assistance to City and law enforcement as necessary to ascertain the nature and extent of such unauthorized access.

C. Contractor shall not store City Data using cloud-based storage without City's prior, written consent, unless the use of such storage is clearly described in the Scope of Services. Where permitted herein, any and all cloud-based storage shall be on servers and other hardware located within the continental United States, and shall be in compliance with ISO/IEC 27001 - 27018, as applicable, unless otherwise agreed to in writing by the City Representative.

18. Party Representatives

A. Contractor hereby designates Paul Scarborough or their designee with written notice to City, as Contractor's Representative for this Agreement, unless and until written notice of a new representative acceptable to City is provided to City.

B. City hereby designates the City Fire Chief or their designee, as the City Representative for this Agreement.

C. The foregoing representatives shall be authorized to provide consent where required herein, and to make other administrative decisions that will be binding on their respective party, except as otherwise specifically required herein.

19. Equal Opportunity

Consultant shall not discriminate against any subcontractor, employee, or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex, sexual orientation, or age. Such non-discrimination includes, but is not limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, or termination.

20. Notices

A. Any notices, invoices, or other documents related to this Agreement shall be deemed received on: (a) the day of delivery, if delivered by hand during the receiving party's regular business hours or by e-mail before or during the receiving party's regular business hours; (b) on the second business day following deposit in the United States mail, certified mail with return receipt requested and postage prepaid, to the addresses listed below, or to such other addresses as the parties may, from time to time, designate in writing.

City	Contractor
City of Brea 1 Civic Center Circle Brea, CA 92821 Attn: Brea Fire Chief **With a copy sent to the Brea City Clerk at the same address**	Emergency Ambulance Services, Inc. 3200 E. Birch Street, Suite A Brea, CA 92821 Attn: Paul Scarborough

B. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

21. Third Party Rights

Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than City and Contractor.

22. Conflicts of Interest

A. Contractor covenants that it presently has no interest, and shall not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of the Services. Contractor certifies that no one who has or will have any financial interest under this Agreement is an officer or employee of City.

B. Contractor further covenants that, in the performance of this Agreement, no subcontractor or person having any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of the Services shall be employed.

Contractor has provided City with a list of all City-approved subcontractors and the key personnel for such subcontractors that are retained or to be retained by Contractor in connection with the performance of the Services, to assist City in affirming compliance with this Section.

C. Contractor maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Agreement. Further, Contractor warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. If required, Contractor further agrees to file, or shall cause its employees or subcontractors to file, a Statement of Economic Interest with the City Clerk as required under state law in the performance of the Services. For breach or violation of this warranty, City shall have the right to terminate this Agreement without liability. No director, official, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

23. Severability

The unenforceability, invalidity or illegality of any provision(s) of this Agreement shall not render the provisions unenforceable, invalid or illegal.

24. Successors and Assigns

This Agreement shall be binding upon and shall inure to the benefit of the successors in interest, executors, administrators and assigns of the parties.

25. Attorneys' Fees

If either party commences any legal, administrative, or other action against the other party arising out of or in connection with this Agreement, the prevailing party in such action shall be entitled to have and recover from the losing party all of its attorneys' fees and other costs incurred in connection therewith.

26. Non-Waiver

None of the provisions of this Agreement shall be considered waived by either party, unless such waiver is specified in writing, and any such waiver shall be limited to that set of circumstances and not to any future circumstances unless another written waiver is executed.

27. Time of Essence

Time is of the essence in each and every provision of this Agreement.

28. Exhibits

The attached **Exhibit A** and **Exhibit B** are incorporated herein by reference. In the event of any conflict or inconsistency between the provisions of this Agreement and any Exhibit, the provisions of this Agreement shall govern.

29. Headings

Headings used in this Agreement are for reference purposes only and shall not be deemed a part of this Agreement.

30. Corporate Authority

A. Each person executing this Agreement on behalf of Contractor warrants that he or she is duly authorized to execute this Agreement on behalf of Contractor and that by his or her execution, Contractor is formally bound to the provisions of this Agreement.

B. Contractor certifies it is aware of the requirements of Sections 313 of the California Corporations Code. If Contractor is a corporate entity, it shall either: (a) provide City written proof that each person executing this Agreement on Contractor's behalf is duly authorized to bind Contractor; or (b) provide two signatories to this Agreement, of whom the first must be Contractor's chairman of the board, president, or a vice president and the second must be Contractor's secretary, an assistant secretary, its chief financial officer, or an assistant treasurer.

31. Entire Agreement

This Agreement (including the attached Exhibits) represents the entire understanding of the parties as to the Services, and supersedes and cancels any prior or contemporaneous oral or written understanding, promises or representations with respect to those matters. Each party acknowledges that no representations, inducements, promises or agreements have been made by any person which are not incorporated herein, and that any other agreements shall be void. This Agreement may not be modified or altered except in writing signed by both parties. This is an integrated Agreement.

[*SIGNATURES ON FOLLOWING PAGE*]

TO EXECUTE THIS AGREEMENT, the Parties have caused their authorized representatives to sign below. Digital signatures are acceptable if they conform to all requirements of California Government Code Section 16.5.

EMERGENCY AMBULANCE, INC.

By: Paul Scarborough (Jan 16, 2025 16:26 PST)

Paul Scarborough
President & CEO
paul@emergencyambulance.com

Date Signed: 01/16/25

If Corporation: Chairperson, President, or Vice President

[Pursuant to California Corporations Code Section 313, for a corporation both signature lines must be executed unless the signatory holds at least one of the offices designated on each line.]

CITY OF BREA

By: Kristin Griffith (Jan 16, 2025 17:20 PST)

Kristin Griffith
City Manager

Attest

By: Lillian Harris-Neal (Jan 16, 2025 18:23 PST)

Lillian Harris-Neal
City Clerk

Approved as to form

By: Terence Boga (Jan 16, 2025 15:36 PST)

Terence R. Boga
City Attorney

EXHIBIT A
SCOPE OF SERVICES

Contractor shall provide non-exclusive, on-call Emergency Basic Life Support ("BLS") Ambulance Services on a need and necessity basis whenever the Brea Fire Department ("BFD") determines additional capacity is necessary respond to an unusual or unexpected need for ambulance service ("Surge Services"), inclusive of all labor, material, supplies, and equipment related to the provision of Surge (collectively "Services"), subject to the terms and conditions of this Scope of Services and the Agreement.

City intends to retain two independent contractors to provide Surge Services; one to be on call as BFD's primary backup ("Primary Backup) and another to be BFD's secondary backup ("Secondary Backup") at times when the Primary Backup is unable to provide Surge Services.

Contractor has agreed to be BFD's Primary Backup and acknowledges and agrees that City, in its sole and absolute discretion, may retain one or more other independent contractors to provide additional Surge Services. Contractor further agrees to cooperate and coordinate its Surge Services at City's direction and in the best interest of the health and safety of the public, those of any other Surge Service providers retained by City.

1. General Requirements

A. **Performance Expectations**. Contractor shall perform all Services in accordance with both the letter and spirit of all requirements, conditions, specifications, expectations set forth in this Scope of Services and the Agreement. to the complete satisfaction of the BFD. All statements made and actions taken by Contractor in the execution of contractual obligations shall be done in a prudent, professional, and courteous manner that supports and/or advances BFD's Emergency Medical Service ("EMS") mission of optimizing patient outcome by providing superior quality patient care with proficiency and compassion.

B. **Equality of Care**. Contractor shall provide all Services without regard to the patient's national origin, ethnicity, color, religion, sexual orientation, gender, age, insurance status, or ability/inability to pay. Any violation of this policy shall be deemed a breach and grounds for immediate termination of the Agreement. Contractor decision making, and conduct must always be guided by and reflect only the highest ethical standards, comport with the principles of fairness and equal justice, and demonstrate respect and dignity for all human beings.

C. **Contract Performance Costs**. Unless otherwise indicated in the Agreement or any Exhibit thereto, Contractor shall bear sole responsibility for all expenses necessary to its performance of the Services.

D. **Contract Performance Standards**. Contractor shall ensure that all facilities, properties, vehicles, material, and documents/records used or available for use in the performance of the Services are in good condition, fully functional, and maintained in a clean, orderly, and organized manner as determined by the BFD.

E. **Legal Compliance**. Contractor shall ensure that its ambulance personnel have sufficient understanding of, and are at all times in compliance with, all applicable EMS-related laws (federal, state, local), including: California Health & Safety Code, Division 2.5; California Code of Regulations, Title 22, Division 9, Chapter 2; and California Vehicle Code.

F. **Protocol Compliance**. Contractor shall ensure that its ambulance personnel comply with all OCEMS and BFD protocols, including official rules, policies, procedures, standing orders, and guidelines, as well as Contractor's internal protocols. Contractor, including any of its individual ambulance operators, shall immediately bring to the attention of BFD any protocol that appears to conflict with any other protocol.

G. **Inter-Agency Communications**. Contractor shall designate one person as its official liaison to BFD, which liaison shall serve as its primary contact and interface with BFD, and whose office shall be in Orange County and as near to Brea as practical.

H. **911 Call for Service/Referral**. Contractor shall immediately refer to City all incoming calls for 911-Fire/EMS emergency ambulance service that are made by any person within the City's boundaries to a Contractor's ambulance dispatch center or business office.

I. **Field Supervisor**. Contractor shall maintain a designated Field Supervisor, who must be qualified and capable of implementing and operating within the Incident Command System including the Orange County Multi-Casualty Incident ("MCI") Response Plan and all other Orange County Emergency Medical Services ("OCEMS") protocols. A designated Field Supervisor must be available 24 hours a day and must be stationed within Brea or at another location within Orange County and as close to Brea as practical, who is immediately available to BFD personnel by mobile phone and/or 800 MHz radio. The Field Supervisor shall be able to arrive at any incident within 20 minutes of being requested by City.

J. **Electronic Patient Care Reporting**. Contractor shall be capable of accepting the transmission of electronic patient care records ("EPCR") via OCEMS' OC-MEDS EPCR application. Contractor shall provide a 24/7 wireless data connection for the transfer of patient care information between its field personnel and remote OC-MEDS users.

K. **Pilot Programs/Research Projects**. Contractor shall participate in all OCEMS-approved pilot programs or research projects, when requested to do so by BFD. Contractor agrees that their participation shall entail no additional cost to the City. Contractor further agrees that services provided under pilot programs or research projects shall be in addition to the other services described herein.

2. Surge Services

A. **Surge Services**. Contractor shall provide at least one ambulance staff by at least two (2) EMTs capable of providing BLS care on-demand when required by City. Contractor and City shall meet and confer to develop a written surge plan that identifies any additional requirements to meet City's service needs.

B. **Incident Command & Patient Authority**. BFD personnel, which shall be BFD Firefighter/Paramedics if on scene, shall be responsible for patient care and have authority to make assessment, treatment, and/or transport decisions. Contractor's EMTs shall comply with the direction of the BFD Captain/Incident Commander or Firefighter/Paramedics in charge of a patient and/or incident. Contractor's EMTs shall provide support to and act in a manner consistent with, BFD efforts. Contractor's EMTs shall respond to the directions of BFD personnel in a positive and affirmative manner.

C. **External Medical Quality Control**

i. Contractor acknowledges that the OCEMS Medical Director, or his or her designee(s), has both the authority and responsibility to routinely establish and monitor private, emergency ambulance system performance, including: ambulance equipment standard; medical protocols; personnel standards; training standards; medical dispatch procedures; first responder practices and training; medical control; and to effect corrective and disciplinary action as necessary.

ii. Contractor shall fully comply with all applicable federal, state, and local laws, rules, and regulations. And local medical standards, protocols, and rules and regulations applicable to the provision of private, emergency BLS ambulance transportation, including those established by OCEMS. Contractor shall at all times during the term of this Agreement fully

cooperate with the OCEMS Program Manager and the OCEMS Medical Director in the monitoring, regulation, management, oversight, and administration of the County EMS system.

D. **OCEMS ePCR Compliant.** Contractor shall be capable of accepting the transmission of electronic patient care records via OCEMS' OC-MEDS ePCR application. Contractor shall provide a 24/7 wireless data connection for the transfer of patient care information between field personnel and remote OC-MEDS users.

E. **Standby Services**. Contractor shall immediately provide, free of charge and without a standby or similar fee, the closest BLS ambulance for standby at incidents with the potential for a medical response or for firefighter, police officer, marine safety officer, or other City employee's safety, when requested by City.

3. Disaster Assistance

A. Contractor's supervisory personnel shall provide BFD proof they have completed incident command training, hazardous materials training, and supervisory training in cooperation with City.

B. City shall coordinate any disaster response. Contractor shall actively participate City's direction in planning for and responding to any declared disaster. Upon notification of a disaster by City, Contractor shall immediately commit any and all available resources to such efforts and assist City in accordance with applicable disaster plans and protocols in the locality where the disaster has occurred.

C. City may temporarily suspend strict application of the performance requirements set forth in the Agreement during a federal, state, or locally declared disaster or emergency.

4. Ambulances

A. **Vehicle Specifications**. At no cost to City, all ambulances Contractor uses to service the City ("Surge Units") shall be equipped with an on-board 800 MHz radio. The radio shall have a frequency load that is compatible with the Metro Cities Fire Authority Communications Center. If such radios are unable to also communicate with all BFD fire apparatus, Contractor shall, at its sole expense, separately equip each ambulance with a radio that is capable of such communication.

B. **Vehicle Support and Maintenance.** All ambulances provided by Contractor under the Agreement shall be supported and maintained as follows:

i. **Medical Equipment & Supplies Inventory**. Contractor shall ensure that the medical equipment and supplies inventory of all ambulances complies with OCEMS required inventory policies.

ii. **Standardized Inventory**. Contractor shall ensure that its EMS equipment and supplies are the same as or compatible with EMS equipment and supplies used by BFD.

iii. **Ambulance Supplies Restock System**. Contractor shall ensure that Surge Units are equipped and supplied with the minimum required inventory at all times.

iv. **Decontamination**. Decontamination of Surge Units must be done within the boundaries of the City unless otherwise approved by the BFD's On-duty Battalion Chief due to extraordinary circumstances.

5. Data Reporting

A. On a quarterly basis, Contractor shall prepare and submit to BFD a data report ("Quarterly Report") that includes, but shall not necessarily be limited to, the following information regarding each incident or call for service in the City:

Date	On Scene Time
Incident Number	Scene Departure Time
Ambulance Unit Number	At Destination Time
Alarm Time	Available Time
En Route Time	

B. Contractor shall include such additional information as BFD may request from time to time.

~~6.~~ Staffing Requirements

A. **Credentials Tracking & Renewal**. Contractor shall ensure that the credentials of all of its EMTs—including state EMT certification and OCEMS accreditation—are maintained and renewed in a timely manner. Use of EMTs with expired or lapsed credentials to provide the Services shall be deemed a major breach and grounds for immediate contract termination.

B. **OCEMS Protocols** Contractor must ensure that all EMTs are sufficiently knowledgeable and follow all OCEMS Protocols.

7. Health Insurance Portability and Accountability Act (HIPAA)

Contractor shall implement a comprehensive plan appropriate policies and procedures for compliance with the Health Insurance Portability and Accountability Act of 1996 and the latest rules and regulations enacted by the Department of Health and Human Services (collectively "HIPAA"). Contractor is responsible for all aspects of its HIPAA compliance, including protecting the confidentiality of patient information, and the cost of such compliance. Contractor shall immediately report to City and OCEMSA any violations or possible violations of HIPAA rules and regulations along with Contractor's actions to mitigate the effect of such violations.

8. Audits and Inspections

A. **Business Office(s)**. At any time during normal business hours, and as often as may be deemed reasonably necessary by City, City may observe and inspect Contractor's business office or offices, and Contractor must make promptly available to City for its examination, all Contractor records that pertain to its performance of the Agreement. City may audit, examine, and copy any and all records that pertain to the performance of this Agreement, including personnel records, daily logs, conditions of employment, financial/billing records, and all other records or data. City's right to inspect Contractor's business office and any and all records pertaining to its performance of the Agreement will be restricted to normal business hours and reasonable notice shall be given to Contractor in advance of such inspection.

B. **Facilities/Vehicles**. City may, at any time and without prior notice, observe and inspect Contractor's vehicles, ambulance dispatch center, maintenance facilities, personnel, and/or any ambulance posting location(s). City employees may be assigned to ride as observers on any Contractor vehicle at any time provided, however, that in exercising this right to inspect and observe, City Employees shall conduct themselves in a professional and courteous manner and shall not interfere in any way with either Contractor's employees in the performance of their duties or Contractor's employer-employee relationships.

9. Complaints

Contractor shall immediately notify City in writing of any complaints, inquiries, or investigations initiated by EMSA, and/or any other federal, state, or local regulatory agency regarding Contractor's service delivery; service quality, billing practices; medical training and/or care; and personnel. Nothing in this Agreement shall be construed as superseding the authority of any other duly empowered regulatory agency from separately and/or concurrently exercising its authority to provide regulatory oversight and to take action to ensure that Contractor's private, emergency ambulance response services are administered according to law.

10. Billing, Audit and Access to Records

A. **Billing Services Not Included** Billing and collection are not included in the Services. All billing for patient transport shall be handled by City. Contractor shall not directly bill any patient for Services provided under the Agreement, but shall provide City with all records City deems necessary or convenient to City's billing operations.

B. **Public Safeguards and Emergency Takeover**. In the event of termination, Contractor shall fully cooperate with and shall immediately assist City and the successor ambulance service operator to effectuate an immediate, efficient, orderly takeover of all 911-Fire/EMS Emergency Ambulance Transportation and Related Services within City's boundaries so as to ensure that there will be no service interruption to the public.

11. Transition Services

A. In the event of termination or expiration of the Agreement, Contractor shall continue providing the Services until a successor ambulance service operator is approved to take over the Services from Contractor if requested to do so by City. Contractor's performance of the Services during this transition period shall be subject to the same terms and conditions that were applicable during the term of the Agreement. During this transition period, Contractor shall fully cooperate with, and immediately assist City and its approved successor ambulance service operator(s) to ensure there is no interruption in provision of the Services to the public.

B. Contractor may take reasonable steps to prepare for transitioning services to City's approved successor ambulance service operator(s), and City shall not unreasonably withhold its approval of any Contractor request to begin an orderly transition process, including relocating Contractor's personal and reducing Contractor's inventory or supplies, so long as such actions are approved in advance by the Fire Chief and would not impair or impede Contractor's ability to perform Services during the transition period.

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EXHIBIT B
RATES & REIMBURSEMENTS

In consideration of the Services provided by Contractor under the Agreement, City shall pay Contractor a flat monthly rate of Seven Thousand Dollars ($6,500.00) per month the first six (6) months of the Term. No later than thirty (30) days before the end of the initial six (6) months of the Term to discuss possible changes to the manner or amount of Contractor's compensation in the event the Term is extended.

CITY of BREA

City Council Regular Meeting
Communication
July 15, 2025
Item No. 4l.

Monthly Report of Investments for the City of Brea for Period Ended June 30, 2025

TO	PREPARED BY
Honorable Mayor and City Council Members	Faith Madrazo, Financial Services Manager, Revenue
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Monica Lo, Administrative Services Director	Kristin Griffith, City Manager

RECOMMENDATION

Staff Recommends that the City Council take the following action.

1. Receive and file the Monthly Report of Investments.

BACKGROUND/DISCUSSION

The Monthly Report of Investments is prepared in accordance with Government Code Sections (GCS) 41004 and 53607 and contains information on the City's investment activities for the month of June. 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 investments and functions like a savings account. In addition, on June 6, 2023, with the recommendation of the Investment Advisory Committee, the City Council authorized the use of Treasury Bills and other short-term investments (City Liquidity account) as a LAIF alternative. The City's investment portfolio is for long-term investments and is managed through Chandler Asset Management (Chandler). Together, the short and long-term investment accounts represent the City's investment portfolio.

Attachment A includes an Investment Information Summary and Monthly Account Statement prepared by Chandler. The book value represents the cost of investments, plus or minus amortization/accretion. As of June 30, 2025, the total market value of the managed investment portfolio, including accrued interest, was $97,384,453 as compared to $96,607,987 at May 31, 2025. The weighted average investment yield for June 30, 2025 was 3.75%, which was slightly higher than the prior month. The City's Local Agency Investment Fund (LAIF) had a total market value, including accrued interest of $29,381,671 at June 30, 2025. Also, the balance of the City's Liquidity account at June 30, 2025 was $3,362, which brings the total value of the City's investment portfolio as of June 30, 2025 to $126,769,486 as compared to the balance of $125,385,649 at May 31, 2025.

The City has restricted cash and investments held in the post-employment benefits trust accounts for both Pension and Other Post Employment Benefits (OPEB) administered by PARS (PARS accounts), which are managed by PFM Asset Management (PFM) and the City's various bond reserve accounts which are managed by Chandler. Attachment A includes monthly statements from US Bank for the PARS accounts, as well as a portfolio report from Chandler for each bond reserve account that is invested. As of June 30, 2025, the market value of the PARS pension account, including short-term cash and accrued interest was $12,981,547 as compared to $12,564,271 from the prior month. The OPEB account had a market value of $467,334 as compared to $453,662 from the prior month. All other restricted cash investments (bond reserve accounts), including short-term cash and accrued interest, was $705,691 in comparison to $707,353 from the prior month.

Pursuant to the City's investment policy, with the exception of LAIF, direct time certificates of deposit and money market mutual funds, all City investments are held by third-party custodians. The Bank of New York Mellon Trust Company, N.A. (BNY) holds accounts managed by Chandler and US Bank holds the PARS accounts managed by PFM which acts as an agent of the City. All securities are held in the name of the City of Brea. 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 June, the City’s managed portfolio increased by $1,383,837. This growth was primarily driven by a $500,000 insurance refund and a $883,837 gain in the portfolio resulting from favorable market rate conditions. Additionally, the City’s PARS accounts experienced an increase of $430,948, also attributable to positive market performance.

Attachments

Attachmet A - City - June 2025.pdf

City of Brea

Cash and Investment Information

June 30, 2025

			Book Value		Market Value*
Demand and Interest-Bearing Checking Accounts	Citizen's Bank	**$**	**4,100,282.85**	**$**	**4,100,282.85**
Local Agency Investment Fund	LAIF	**$**	**29,104,827.74**	**$**	**29,381,670.58**
Managed Investment Portfolio - CHANDLER	Chandler/BNY	**$**	**96,304,754.95**	**$**	**97,384,452.87**
Liquidity Account - CHANDLER	Chandler/BNY	**$**	**3,361.79**	**$**	**3,361.79**
PARS Post-Employment Benefits Trust - Pension**	PFM/US Bank	**$**	**12,106,627.65**	**$**	**12,981,546.83**
PARS Post-Employment Benefits Trust - OPEB**	PFM/US Bank	**$**	**450,775.60**	**$**	**467,333.90**
Fiscal Agent Cash & Investments**					
2017 Brea Plaza Public Improvements CFD Bonds (CFD 2008-2)	Chandler/BNY	$	704,575.77	$	705,595.79
2019 Olinda Ranch Public Improvements CFD Bonds (CFD 1997-1)	Chandler/BNY	$	44.50	$	44.50
2019 Water Revenue Bonds	Chandler/BNY	$	13.39	$	13.39
2020 Water Revenue Refunding Bonds	Chandler/BNY	$	5.27	$	5.27
Sub-total - Fiscal Agent Cash & Investments		**$**	**704,671.18**	**$**	**705,691.20**
Report Grand Total		**$**	**142,775,301.76**	**$**	**145,024,340.02**

* Includes accrued interest on invested funds

** Reserve Fund

City of Brea
Cash and Investment Information
June 30, 2025

	Fiscal Agent Cash & Investments Detail		Book Value		Market Value
10600	2017 Brea Plaza Public Improvements CFD Bonds (CFD 2008-2) - **CHANDLER**	$	679,062.87	$	680,082.89
	Short-Term Treasury Funds - **BNY**	$	25,512.90	$	25,512.90
	Sub-total	**$**	**704,575.77**	**$**	**705,595.79**
	2019 Olinda Ranch Public Improvements Bonds (CFD 1997-1) **- CHANDLER**	$	-	$	-
	Short-Term Treasury Funds - **BNY**	$	44.50	$	44.50
	Sub-total	**$**	**44.50**	**$**	**44.50**
	2019 Water Revenue Bonds - **CHANDLER**	$	-	$	-
	Short-Term Treasury Funds - **BNY**	$	13.39	$	13.39
	Sub-total	**$**	**13.39**	**$**	**13.39**
	2020 Water Revenue Refunding Bonds - **CHANDLER**	$	-	$	-
	Short-Term Treasury Funds - **BNY**	$	5.27	$	5.27
	Sub-total	**$**	**5.27**	**$**	**5.27**
Report Grand Total		**$**	**704,671.18**	**$**	**705,691.20**

CHANDLER ASSET MANAGEMENT

MONTHLY ACCOUNT STATEMENT

City of Brea LAIF | Account #10164 | As of June 30, 2025

CHANDLER ASSET MANAGEMENT | chandlerasset.com

Chandler Team:

For questions about your account, please call (800) 317-4747,
or contact clientservice@chandlerasset.com

Custodian:

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 at the end of the statement.

PORTFOLIO SUMMARY

City of Brea LAIF | Account #10164 | As of June 30, 2025

Portfolio Characteristics

Average Modified Duration	0.00
Average Coupon	4.23%
Average Purchase YTM	4.27%
Average Market YTM	4.23%
Average Credit Quality*	AAA
Average Final Maturity	0.00
Average Life	0.00

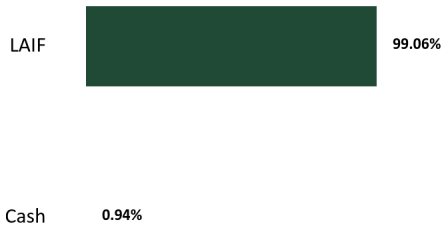
Account Summary

	End Values as of 05/31/2025	End Values as of 06/30/2025
Market Value	28,774,310.87	29,381,670.58
Accrued Interest	0.00	0.00
Total Market Value	**28,774,310.87**	**29,381,670.58**
Income Earned	0.00	0.00
Cont/WD	3,500,000.00	500,000.00
Par	28,774,310.87	29,381,670.58
Book Value	28,774,310.87	29,381,670.58
Cost Value	28,774,310.87	29,381,670.58

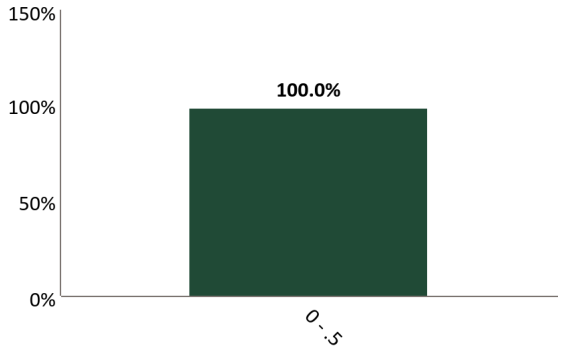
Top Issuers

LAIF	99.06%

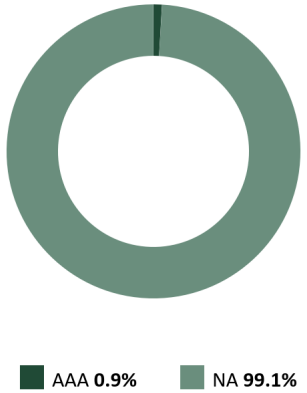
Sector Allocation



Maturity Distribution



Credit Quality (S&P)



Performance Review

Total Rate of Return**	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	Since Inception (03/01/12)
City of Brea LAIF	0.35%	1.07%	2.17%	4.60%	4.42%	3.72%	2.42%	1.91%	1.50%

*The average credit quality is a weighted average calculation of the highest of S&P, Moody's and Fitch.
**Periods over 1 year are annualized.
Benchmark: NO BENCHMARK REQUIRED Secondary Benchmark:

RECONCILIATION SUMMARY

City of Brea LAIF | Account #10164 | As of June 30, 2025

Maturities / Calls

Month to Date	**0.00**
Fiscal Year to Date	**0.00**

Principal Paydowns

Month to Date	**0.00**
Fiscal Year to Date	**0.00**

Purchases

Month to Date	**3,000,000.00**
Fiscal Year to Date	**33,033,042.94**

Sales

Month to Date	**(2,500,000.00)**
Fiscal Year to Date	**(21,100,000.00)**

Interest Received

Month to Date	**0.00**
Fiscal Year to Date	**561,992.43**

Purchased / Sold Interest

Month to Date	**0.00**
Fiscal Year to Date	**0.00**

Accrual Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2024)
Beginning Book Value	28,774,310.87	17,368,188.66
Maturities/Calls	0.00	0.00
Principal Paydowns	0.00	0.00
Purchases	3,000,000.00	33,033,042.94
Sales	(2,500,000.00)	(21,100,000.00)
Change in Cash, Payables, Receivables	107,359.71	80,438.98
Amortization/Accretion	0.00	0.00
Realized Gain (Loss)	0.00	0.00
Ending Book Value	29,381,670.58	29,381,670.58

Fair Market Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2024)
Beginning Market Value	28,774,310.87	17,368,188.66
Maturities/Calls	0.00	0.00
Principal Paydowns	0.00	0.00
Purchases	3,000,000.00	33,033,042.94
Sales	(2,500,000.00)	(21,100,000.00)
Change in Cash, Payables, Receivables	107,359.71	80,438.98
Amortization/Accretion	0.00	0.00
Change in Net Unrealized Gain (Loss)	0.00	0.00
Realized Gain (Loss)	0.00	0.00
Ending Market Value	29,381,670.58	29,381,670.58

HOLDINGS REPORT

CHANDLER ASSET MANAGEMENT

City of Brea LAIF | Account #10164 | As of June 30, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
CASH									
CCYUSD	Receivable	276,842.84	--	276,842.84	1.00	276,842.84	0.94%	Aaa/AAA	0.00
				276,842.84	0.00%	0.00	0.00	AAA	0.00
				276,842.84	**1.00**	**276,842.84**	**0.94%**		**0.00**
Total Cash		**276,842.84**		**276,842.84**	**0.00%**	**0.00**	**0.00**		**0.00**
LAIF									
90LAIF$00	Local Agency Investment Fund State Pool	29,104,827.74	--	29,104,827.74	1.00	29,104,827.74	99.06%	NA/NA	0.00
			4.27%	29,104,827.74	4.27%	0.00	0.00	NA	0.00
				29,104,827.74	**1.00**	**29,104,827.74**	**99.06%**		**0.00**
Total LAIF		**29,104,827.74**	**4.27%**	**29,104,827.74**	**4.27%**	**0.00**	**0.00**		**0.00**
				29,381,670.58	**1.00**	**29,381,670.58**	**100.00%**		**0.00**
Total Portfolio		**29,381,670.58**	**4.27%**	**29,381,670.58**	**4.23%**	**0.00**	**0.00**		**0.00**
Total Market Value + Accrued						**29,381,670.58**			

TRANSACTION LEDGER

City of Brea LAIF | Account #10164 | As of June 30, 2025

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	06/02/2025	90LAIF$00	3,000,000.00	Local Agency Investment Fund State Pool	1.000	4.27%	(3,000,000.00)	0.00	(3,000,000.00)	0.00
Total Purchase			**3,000,000.00**				**(3,000,000.00)**	**0.00**	**(3,000,000.00)**	**0.00**
TOTAL ACQUISITIONS			**3,000,000.00**				**(3,000,000.00)**	**0.00**	**(3,000,000.00)**	**0.00**
DISPOSITIONS										
Sale	06/20/2025	90LAIF$00	(2,500,000.00)	Local Agency Investment Fund State Pool	1.000	4.27%	2,500,000.00	0.00	2,500,000.00	0.00
Total Sale			**(2,500,000.00)**				**2,500,000.00**	**0.00**	**2,500,000.00**	**0.00**
TOTAL DISPOSITIONS			**(2,500,000.00)**				**2,500,000.00**	**0.00**	**2,500,000.00**	**0.00**
OTHER TRANSACTIONS										
Cash Transfer	06/02/2025	CCYUSD	3,000,000.00	Cash		0.00%	3,000,000.00	0.00	3,000,000.00	0.00
Cash Transfer	06/20/2025	CCYUSD	(2,500,000.00)	Cash		0.00%	(2,500,000.00)	0.00	(2,500,000.00)	0.00
Total Cash Transfer			**500,000.00**				**500,000.00**	**0.00**	**500,000.00**	**0.00**
TOTAL OTHER TRANSACTIONS			**500,000.00**				**500,000.00**	**0.00**	**500,000.00**	**0.00**

INCOME EARNED

City of Brea LAIF | Account #10164 | As of June 30, 2025

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 & EQUIVALENTS						
CCYUSD	Receivable	276,842.84	169,483.13 0.00 0.00 276,842.84	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
			169,483.13 **0.00** **0.00**	**0.00** **0.00** **0.00**	**0.00** **0.00** **0.00**	
Total Cash & Equivalents		**276,842.84**	**276,842.84**	**0.00**	**0.00**	**0.00**
LAIF						
90LAIF$00	Local Agency Investment Fund State Pool	29,104,827.74	28,604,827.74 3,000,000.00 (2,500,000.00) 29,104,827.74	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
			28,604,827.74 **3,000,000.00** **(2,500,000.00)**	**0.00** **0.00** **0.00**	**0.00** **0.00** **0.00**	
Total LAIF		**29,104,827.74**	**29,104,827.74**	**0.00**	**0.00**	**0.00**
			28,774,310.87 **3,000,000.00** **(2,500,000.00)**	**0.00** **0.00** **0.00**	**0.00** **0.00** **0.00**	
TOTAL PORTFOLIO		**29,381,670.58**	**29,381,670.58**	**0.00**	**0.00**	**0.00**

CASH FLOW REPORT

City of Brea LAIF | Account #10164 | As of June 30, 2025

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
JULY 2025							
07/15/2025	Dividend	90LAIF$00	29,104,827.74	Local Agency Investment Fund State Pool	276,842.84		276,842.84
July 2025 Total					**276,842.84**		**276,842.84**
Grand Total			**29,104,827.74**		**276,842.84**		**276,842.84**

IMPORTANT DISCLOSURES

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 high rating by S&P, Moody's and Fitch respectively.

CHANDLER ASSET MANAGEMENT

MONTHLY ACCOUNT STATEMENT

City of Brea | Account #120 | As of June 30, 2025

CHANDLER ASSET MANAGEMENT | chandlerasset.com

Chandler Team:

For questions about your account, please call (800) 317-4747,
or contact clientservice@chandlerasset.com

Custodian:

Bank of New York Mellon

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 at the end of the statement.

PORTFOLIO SUMMARY

City of Brea | Account #120 | As of June 30, 2025

Portfolio Characteristics

Average Modified Duration	2.55
Average Coupon	3.51%
Average Purchase YTM	3.75%
Average Market YTM	4.00%
Average Credit Quality*	AA
Average Final Maturity	3.01
Average Life	2.63

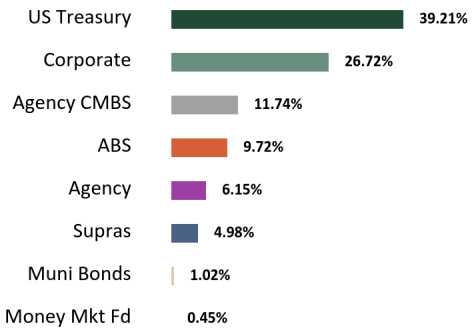
Account Summary

	End Values as of 05/31/2025	End Values as of 06/30/2025
Market Value	95,897,142.66	96,723,691.95
Accrued Interest	710,844.53	660,760.92
Total Market Value	**96,607,987.19**	**97,384,452.87**
Income Earned	201,531.51	386,105.54
Cont/WD	0.00	0.00
Par	96,523,078.66	96,913,141.20
Book Value	95,985,464.58	96,304,754.95
Cost Value	95,716,270.51	95,984,184.76

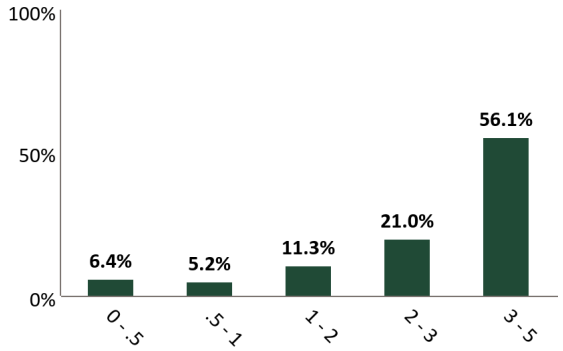
Top Issuers

Government of The United States	39.21%
FHLMC	11.74%
International Bank for Recon and Dev	3.05%
Farm Credit System	2.17%
Federal Home Loan Banks	2.11%
Inter-American Development Bank	1.93%
FNMA	1.86%
Toyota Motor Corporation	1.53%

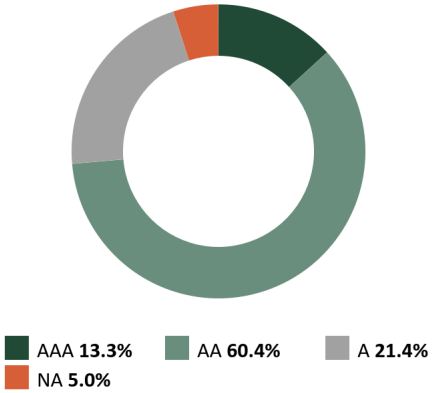
Sector Allocation



Maturity Distribution



Credit Quality (S&P)



Performance Review

Total Rate of Return**	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	Since Inception (05/01/96)
City of Brea	0.80%	1.53%	3.61%	6.40%	5.52%	3.75%	1.30%	1.90%	3.46%
Benchmark Return	0.74%	1.36%	3.39%	6.06%	5.11%	3.24%	0.92%	1.61%	3.14%
Secondary Benchmark Return	0.76%	1.40%	3.43%	6.18%	5.25%	3.39%	1.02%	1.72%	--

*The average credit quality is a weighted average calculation of the highest of S&P, Moody's and Fitch.
**Periods over 1 year are annualized.
Benchmark: ICE BofA 1-5 Year Unsubordinated US Treasury & Agency Index Secondary Benchmark: ICE BofA 1-5 Year AAA-A US Corp & Govt Index

STATEMENT OF COMPLIANCE

City of Brea | Account #120 | As of June 30, 2025

Rules Name	Limit	Actual	Compliance Status	Notes
AGENCY MORTGAGE SECURITIES (CMOS)				
Max % (MV)	100.0	11.7	Compliant	
Max % Issuer (MV)	25.0	11.7	Compliant	
Max Maturity (Years)	5.0	4.6	Compliant	
Min Rating (AA by 1)	0.0	0.0	Compliant	
ASSET-BACKED SECURITIES (ABS)				
Max % (MV; Non Agency ABS & MBS)	15.0	9.7	Compliant	
Max % Issuer (MV)	5.0	1.0	Compliant	
Max Maturity (Years)	5	4	Compliant	
Min Rating (AA- by 1)	0.0	0.0	Compliant	
BANKERS' ACCEPTANCES				
Max % (MV)	40.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Days)	180	0.0	Compliant	
Min Rating (A-1 by 1 or A- by 1)	0.0	0.0	Compliant	
CERTIFICATE OF DEPOSIT PLACEMENT SERVICE (CDARS)				
Max % (MV)	30.0	0.0	Compliant	
COLLATERALIZED TIME DEPOSITS (NON-NEGOTIABLE CD/TD)				
Max % (MV)	20.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
COMMERCIAL PAPER				
Max % (MV)	25.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Days)	270	0.0	Compliant	
Min Rating (A-1/P-1 by Moody's & S&P)	0.0	0.0	Compliant	
CORPORATE MEDIUM TERM NOTES				
Max % (MV)	30.0	26.7	Compliant	
Max % Issuer (MV)	5.0	1.5	Compliant	
Max Maturity (Years)	5	4	Compliant	
Min Rating (A- by 1)	0.0	0.0	Compliant	
FDIC INSURED TIME DEPOSITS (NON-NEGOTIABLE CD/TD)				

STATEMENT OF COMPLIANCE

CHANDLER ASSET MANAGEMENT

City of Brea | Account #120 | As of June 30, 2025

Rules Name	Limit	Actual	Compliance Status	Notes
Max % (MV)	20.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
FEDERAL AGENCIES				
Max % (MV)	100.0	6.1	Compliant	
Max % Issuer (MV)	25.0	2.2	Compliant	
Max Callables (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	3	Compliant	
LOCAL AGENCY INVESTMENT FUND (LAIF)				
Max % (MV)	60.0	0.0	Compliant	
Max Issuer %	40.0	0.0	Compliant	
LOCAL GOVERNMENT INVESTMENT POOL (LGIP)				
Max % (MV)	60.0	0.0	Compliant	
Max % Issuer (MV)	40.0	0.0	Compliant	
MONEY MARKET MUTUAL FUNDS				
Max % (MV)	20.0	0.5	Compliant	
Max % Issuer (MV)	20.0	0.5	Compliant	
Min Rating (AAA by 2)	0.0	0.0	Compliant	
MORTGAGE-BACKED SECURITIES (NON-AGENCY)				
Max % (MV)	15.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
Min Rating (AA by 1)	0.0	0.0	Compliant	
MUNICIPAL SECURITIES (CA, LOCAL AGENCY)				
Max % (MV)	30.0	1.0	Compliant	
Max % Issuer (MV)	5.0	1.0	Compliant	
Max Maturity (Years)	5	4	Compliant	
Min Rating (A- by 1)	0.0	0.0	Compliant	
MUNICIPAL SECURITIES (CA, OTHER STATES)				
Max % (MV)	30.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
Min Rating (A- by 1)	0.0	0.0	Compliant	
MUTUAL FUNDS				

STATEMENT OF COMPLIANCE

City of Brea | Account #120 | As of June 30, 2025

Rules Name	Limit	Actual	Compliance Status	Notes
Max % (MV)	20.0	0.0	Compliant	
Max % Issuer (MV)	10.0	0.0	Compliant	
Min Rating (AAA by 2)	0.0	0.0	Compliant	
NEGOTIABLE CERTIFICATES OF DEPOSIT (NCD)				
Max % (MV)	30.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
Min Rating (A-1 by 1 or A- by 1 if > FDIC Limit)	0.0	0.0	Compliant	
REPURCHASE AGREEMENTS				
Max Maturity (Years)	1.0	0.0	Compliant	
SUPRANATIONAL OBLIGATIONS				
Max % (MV)	15.0	5.0	Compliant	
Max % Issuer (MV)	5.0	3.0	Compliant	
Max Maturity (Years)	5	4	Compliant	
Min Rating (AA- by 1)	0.0	0.0	Compliant	
U.S. TREASURIES				
Max % (MV)	100.0	39.2	Compliant	
Max Maturity (Years)	5	4	Compliant	

RECONCILIATION SUMMARY

City of Brea | Account #120 | As of June 30, 2025

Maturities / Calls

Month to Date	**0.00**
Fiscal Year to Date	**0.00**

Principal Paydowns

Month to Date	**(91,561.56)**
Fiscal Year to Date	**(1,349,618.70)**

Purchases

Month to Date	**5,346,233.66**
Fiscal Year to Date	**42,713,900.74**

Sales

Month to Date	**(4,833,487.42)**
Fiscal Year to Date	**(38,442,827.96)**

Interest Received

Month to Date	**416,687.02**
Fiscal Year to Date	**2,915,418.22**

Purchased / Sold Interest

Month to Date	**4,497.66**
Fiscal Year to Date	**6,035.86**

Accrual Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2024)
Beginning Book Value	95,985,464.58	93,671,888.26
Maturities/Calls	0.00	0.00
Principal Paydowns	(91,561.56)	(1,349,618.70)
Purchases	5,346,233.66	42,713,900.74
Sales	(4,833,487.42)	(38,442,827.96)
Change in Cash, Payables, Receivables	(91,628.07)	(90,936.25)
Amortization/Accretion	15,004.46	173,444.63
Realized Gain (Loss)	(25,270.71)	(371,095.78)
Ending Book Value	96,304,754.95	96,304,754.95

Fair Market Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2024)
Beginning Market Value	95,897,142.66	91,042,467.37
Maturities/Calls	0.00	0.00
Principal Paydowns	(91,561.56)	(1,349,618.70)
Purchases	5,346,233.66	42,713,900.74
Sales	(4,833,487.42)	(38,442,827.96)
Change in Cash, Payables, Receivables	(91,628.07)	(90,936.25)
Amortization/Accretion	15,004.46	173,444.63
Change in Net Unrealized Gain (Loss)	507,258.93	3,048,357.90
Realized Gain (Loss)	(25,270.71)	(371,095.78)
Ending Market Value	96,723,691.95	96,723,691.95

HOLDINGS REPORT

CHANDLER ASSET MANAGEMENT

City of Brea | Account #120 | As of June 30, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
ABS									
43815BAC4	HAROT 2022-1 A3 1.88 05/15/2026	30,280.24	02/15/2022 1.89%	30,275.68 30,279.39	99.80 4.77%	30,218.91 25.30	0.03% (60.48)	Aaa/AAA NA	0.87 0.07
362554AC1	GMCAR 2021-4 A3 0.68 09/16/2026	592.29	10/13/2021 0.68%	592.28 592.29	99.84 4.51%	591.36 0.17	0.00% (0.93)	Aaa/AAA NA	1.21 0.04
380146AC4	GMCAR 2022-1 A3 1.26 11/16/2026	6,157.93	01/11/2022 1.27%	6,157.39 6,157.79	99.86 4.72%	6,149.19 3.23	0.01% (8.60)	NA/AAA AAA	1.38 0.04
47800BAC2	JDOT 2022-C A3 5.09 06/15/2027	241,481.43	10/12/2022 3.29%	241,462.69 241,474.34	100.27 4.59%	242,129.35 546.28	0.25% 655.01	Aaa/NA AAA	1.96 0.48
36269WAD1	GMALT 2024-2 A3 5.39 07/20/2027	330,000.00	05/07/2024 5.85%	329,980.83 329,987.62	100.80 4.38%	332,632.74 543.49	0.34% 2,645.12	NA/AAA AAA	2.05 0.74
58770JAD6	MBALT 2024-A A3 5.32 01/18/2028	240,000.00	05/17/2024 5.73%	239,971.92 239,980.42	101.22 4.38%	242,931.17 567.47	0.25% 2,950.75	Aaa/NA AAA	2.55 1.22
362962AD4	GMALT 2025-2 A3 4.58 05/22/2028	440,000.00	05/20/2025 4.84%	439,992.70 439,992.92	100.64 4.23%	442,809.97 615.76	0.46% 2,817.05	NA/AAA AAA	2.90 1.62
161571HT4	CHAIT 2023-1 A 5.16 09/15/2028	965,000.00	09/07/2023 5.23%	964,732.50 964,828.40	101.16 4.21%	976,152.41 2,213.07	1.01% 11,324.01	NA/AAA AAA	3.21 1.14
437930AC4	HAROT 2024-2 A3 5.27 11/20/2028	310,000.00	05/14/2024 5.27%	309,962.33 309,971.63	101.20 4.30%	313,705.31 589.95	0.32% 3,733.67	NA/AAA AAA	3.39 1.16
096919AD7	BMWOT 2024-A A3 5.18 02/26/2029	410,000.00	06/04/2024 5.18%	409,937.72 409,951.65	101.26 4.11%	415,169.28 353.97	0.43% 5,217.63	Aaa/AAA NA	3.66 1.12
47786WAD2	JDOT 2024-B A3 5.2 03/15/2029	465,000.00	06/11/2024 5.81%	464,909.09 464,928.94	101.58 4.24%	472,344.16 1,074.67	0.49% 7,415.22	Aaa/NA AAA	3.71 1.54
43813YAC6	HAROT 2024-3 A3 4.57 03/21/2029	575,000.00	08/09/2024 4.66%	574,909.67 574,926.62	100.54 4.21%	578,129.55 729.93	0.60% 3,202.93	Aaa/NA AAA	3.72 1.35
02582JKH2	AMXCA 2024-1 A 5.23 04/16/2029	720,000.00	04/16/2024 5.30%	719,852.40 719,887.62	102.00 4.11%	734,376.60 1,673.60	0.76% 14,488.98	NA/AAA AAA	3.79 1.67
05522RDJ4	BACCT 2024-1 A 4.93 05/15/2029	460,000.00	06/06/2024 4.93%	459,974.19 459,979.77	101.48 4.14%	466,814.03 1,007.91	0.48% 6,834.26	Aaa/AAA NA	3.87 1.75
89240JAD3	TAOT 25A A3 4.64 08/15/2029	565,000.00	01/22/2025 4.69%	564,977.34 564,979.43	100.92 4.14%	570,213.09 1,165.16	0.59% 5,233.66	Aaa/NA AAA	4.13 1.70
47800DAD6	JDOT 2025 A3 4.23 09/17/2029	460,000.00	03/04/2025 5.09%	459,971.07 459,973.03	100.25 4.16%	461,136.02 864.80	0.48% 1,162.98	Aaa/NA AAA	4.22 2.18
92970QAE5	WFCIT 2024-2 A 4.29 10/15/2029	515,000.00	10/17/2024 4.29%	514,923.47 514,934.00	100.47 4.11%	517,421.02 981.93	0.53% 2,487.02	Aaa/AAA NA	4.29 2.14

HOLDINGS REPORT

CHANDLER ASSET MANAGEMENT

City of Brea | Account #120 | As of June 30, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
44935CAD3	HART 2025-A A3 4.32 10/15/2029	575,000.00	03/04/2025 4.84%	574,915.19 574,920.80	100.39 4.16%	577,221.00 1,104.00	0.60% 2,300.19	NA/AAA AAA	4.29 1.98
437921AD1	HAROT 252 A3 4.15 10/15/2029	300,000.00	04/29/2025 4.15%	299,966.49 299,967.61	100.20 4.09%	300,594.96 553.33	0.31% 627.35	Aaa/NA AAA	4.29 2.14
362955AD8	GMCAR 2025-1 A3 4.62 12/17/2029	375,000.00	01/09/2025 5.03%	374,972.14 374,974.73	100.90 4.09%	378,359.25 721.88	0.39% 3,384.52	Aaa/NA AAA	4.47 1.55
58773DAD6	MBART 2025-1 A3 4.78 12/17/2029	545,000.00	01/14/2025 4.84%	544,884.08 544,894.38	101.32 4.06%	552,198.85 1,157.82	0.57% 7,304.47	Aaa/NA AAA	4.47 1.71
02582JKP4	AMXCA 2025-2 A 4.28 04/15/2030	790,000.00	05/06/2025 4.28%	789,985.70 789,986.09	100.61 4.08%	794,832.19 1,502.76	0.82% 4,846.10	NA/AAA AAA	4.79 2.58
Total ABS		**9,318,511.89**	**4.91%**	**9,317,306.88** **9,317,569.49**	**100.94** **4.18%**	**9,406,130.40** **17,996.46**	**9.72%** **88,560.91**		**3.78** **1.63**
AGENCY									
3135G06G3	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.5 11/07/2025	1,825,000.00	-- 0.57%	1,819,098.50 1,824,581.73	98.68 4.32%	1,800,912.68 1,368.75	1.86% (23,669.05)	Aa1/AA+ AA+	0.36 0.34
3133EPGW9	FEDERAL FARM CREDIT BANKS FUNDING CORP 3.875 04/25/2028	1,250,000.00	05/05/2023 3.55%	1,268,125.00 1,260,281.49	100.16 3.81%	1,252,000.24 8,880.21	1.29% (8,281.25)	Aa1/AA+ AA+	2.82 2.63
3133EPME2	FEDERAL FARM CREDIT BANKS FUNDING CORP 3.875 06/08/2028	850,000.00	06/07/2023 3.96%	846,634.00 848,023.14	100.19 3.81%	851,611.51 2,104.34	0.88% 3,588.36	Aa1/AA+ AA+	2.94 2.75
3130AWTR1	FEDERAL HOME LOAN BANKS 4.375 09/08/2028	2,000,000.00	09/08/2023 4.43%	1,994,580.00 1,996,538.21	101.97 3.71%	2,039,318.94 27,465.28	2.11% 42,780.73	Aa1/AA+ AA+	3.19 2.92
Total Agency		**5,925,000.00**	**3.01%**	**5,928,437.50** **5,929,424.58**	**100.34** **3.93%**	**5,943,843.37** **39,818.58**	**6.15%** **14,418.79**		**2.22** **2.05**
AGENCY CMBS									
3137BQYS0	FHMS K-056 A2 2.525 05/25/2026	552,616.77	01/31/2022 1.67%	569,281.61 555,889.45	98.44 4.37%	543,990.25 1,162.80	0.56% (11,899.20)	Aa1/AA+ AAA	0.90 0.76
3137BXQY1	FHMS K-064 A2 3.224 03/25/2027	1,000,000.00	05/06/2022 3.23%	997,929.69 999,282.76	98.49 4.12%	984,866.00 2,686.67	1.02% (14,416.76)	Aa1/AAA AA+	1.73 1.50
3137FCLD4	FHMS K-071 A2 3.286 11/25/2027	2,000,000.00	04/11/2023 4.08%	1,932,500.00 1,965,356.50	98.24 4.01%	1,964,795.60 5,476.67	2.03% (560.90)	Aa1/AA+ AAA	2.41 2.23
3137FETN0	FHMS K-073 A2 3.35 01/25/2028	1,500,000.00	03/27/2023 4.14%	1,452,187.50 1,474,855.80	98.31 4.01%	1,474,638.15 4,187.50	1.52% (217.65)	Aa1/AA+ AAA	2.57 2.31

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CHANDLER ASSET MANAGEMENT

City of Brea | Account #120 | As of June 30, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
3137FEZU7	FHMS K-076 A2 3.9 04/25/2028	1,200,000.00	04/20/2023 4.12%	1,187,062.50 1,192,788.58	99.56 4.00%	1,194,726.00 3,900.00	1.24% 1,937.42	Aa1/AA+ AAA	2.82 2.54
3137FGR31	FHMS K-078 A2 3.854 06/25/2028	1,300,000.00	09/18/2023 5.02%	1,240,890.63 1,263,259.13	99.44 4.00%	1,292,763.81 4,175.17	1.34% 29,504.68	Aa1/AA+ AAA	2.99 2.65
3137FJKE8	FHMS K-082 A2 3.92 09/25/2028	600,000.00	11/28/2023 4.74%	578,718.75 585,804.33	99.65 3.98%	597,917.46 1,960.00	0.62% 12,113.13	Aa1/AA+ AAA	3.24 2.92
3137H5YC5	FHMS K-748 A2 2.26 01/25/2029	1,500,000.00	03/25/2024 4.61%	1,350,820.31 1,390,258.62	94.13 4.06%	1,411,927.05 2,825.00	1.46% 21,668.43	Aa1/AA+ AAA	3.57 3.28
3137FLMV3	FHMS K-090 A2 3.422 02/25/2029	1,000,000.00	07/29/2024 4.46%	957,070.31 965,828.28	97.84 4.04%	978,383.60 2,851.67	1.01% 12,555.32	Aa1/AAA AA+	3.66 3.32
3137FRUT6	FHMS K-106 A2 2.069 01/25/2030	1,000,000.00	06/06/2025 4.37%	905,039.06 906,179.73	91.55 4.12%	915,508.90 1,724.17	0.95% 9,329.17	Aa1/AA+ AAA	4.57 4.24
Total Agency CMBS		**11,652,616.77**	**4.17%**	**11,171,500.36** **11,299,503.18**	**97.55** **4.05%**	**11,359,516.82** **30,949.63**	**11.74%** **60,013.64**		**2.88** **2.61**
CASH									
CCYUSD	Receivable	733.97	--	733.97 733.97	1.00 0.00%	733.97 0.00	0.00% 0.00	Aaa/AAA AAA	0.00 0.00
Total Cash		**733.97**		**733.97** **733.97**	**1.00** **0.00%**	**733.97** **0.00**	**0.00%** **0.00**		**0.00** **0.00**
CORPORATE									
023135BX3	AMAZON.COM INC 1.0 05/12/2026	1,455,000.00	05/10/2021 1.09%	1,448,714.40 1,453,915.68	97.38 4.11%	1,416,914.27 1,980.42	1.46% (37,001.41)	A1/AA AA-	0.87 0.84
91324PEC2	UNITEDHEALTH GROUP INC 1.15 05/15/2026	240,000.00	-- 1.08%	240,776.80 240,126.85	97.21 4.45%	233,293.55 352.67	0.24% (6,833.29)	A2/A+ A	0.87 0.85
89236TJK2	TOYOTA MOTOR CREDIT CORP 1.125 06/18/2026	995,000.00	06/15/2021 1.13%	994,562.20 994,915.60	97.05 4.28%	965,683.02 404.22	1.00% (29,232.58)	A1/A+ A+	0.97 0.94
037833DN7	APPLE INC 2.05 09/11/2026	450,000.00	12/02/2021 1.49%	461,178.00 452,498.06	97.71 4.03%	439,681.56 2,818.75	0.45% (12,816.50)	Aaa/AA+ NA	1.20 1.16
06368FAC3	BANK OF MONTREAL 1.25 09/15/2026	500,000.00	09/13/2021 1.27%	499,395.00 499,853.89	96.49 4.27%	482,436.82 1,840.28	0.50% (17,417.07)	A2/A- AA-	1.21 1.17
931142ER0	WALMART INC 1.05 09/17/2026	235,000.00	09/08/2021 1.09%	234,555.85 234,892.25	96.64 3.91%	227,115.02 712.83	0.23% (7,777.23)	Aa2/AA AA	1.22 1.18
26442CAS3	DUKE ENERGY CAROLINAS LLC 2.95 12/01/2026	850,000.00	01/13/2022 1.82%	892,644.50 860,793.84	98.37 4.15%	836,138.19 2,089.58	0.86% (24,655.64)	Aa3/A NA	1.42 1.37

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CHANDLER ASSET MANAGEMENT

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Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
87612EBM7	TARGET CORP 1.95 01/15/2027	535,000.00	01/19/2022 1.99%	534,090.50 534,718.19	96.86 4.08%	518,198.36 4,810.54	0.54% (16,519.83)	A2/A A	1.54 1.48
808513BY0	CHARLES SCHWAB CORP 2.45 03/03/2027	750,000.00	03/09/2022 2.73%	740,115.00 746,683.25	97.18 4.21%	728,867.71 6,022.92	0.75% (17,815.54)	A2/A- A	1.67 1.60
084664CZ2	BERKSHIRE HATHAWAY FINANCE CORP 2.3 03/15/2027	1,080,000.00	03/07/2022 2.30%	1,079,794.80 1,079,930.10	97.49 3.83%	1,052,899.10 7,314.00	1.09% (27,031.00)	Aa2/AA A+	1.71 1.64
74340XCG4	PROLOGIS LP 4.875 06/15/2028	575,000.00	09/08/2023 5.17%	567,824.00 570,540.81	102.01 4.14%	586,571.20 1,245.83	0.61% 16,030.39	A2/A NA	2.96 2.66
24422EXB0	JOHN DEERE CAPITAL CORP 4.95 07/14/2028	935,000.00	07/11/2023 4.96%	934,767.55 934,858.90	102.45 4.08%	957,948.76 21,469.94	0.99% 23,089.86	A1/A A+	3.04 2.74
78016HZS2	ROYAL BANK OF CANADA 5.2 08/01/2028	650,000.00	12/06/2023 5.08%	653,224.00 652,139.84	102.87 4.20%	668,662.33 14,083.33	0.69% 16,522.49	A1/A AA-	3.09 2.77
74456QBX3	PUBLIC SERVICE ELECTRIC AND GAS CO 3.65 09/01/2028	1,200,000.00	10/04/2023 5.48%	1,106,748.00 1,139,740.06	98.46 4.17%	1,181,472.36 14,600.00	1.22% 41,732.30	A1/A NA	3.17 2.92
74340XBX8	PROLOGIS LP 4.0 09/15/2028	500,000.00	12/06/2023 4.91%	480,850.00 487,123.47	99.44 4.19%	497,218.16 5,888.89	0.51% 10,094.69	A2/A NA	3.21 2.94
756109BS2	REALTY INCOME CORP 4.7 12/15/2028	1,000,000.00	12/12/2023 5.16%	979,800.60 986,036.21	101.41 4.26%	1,014,119.76 2,088.89	1.05% 28,083.55	A3/A- NA	3.46 3.09
91324PDP4	UNITEDHEALTH GROUP INC 3.875 12/15/2028	650,000.00	12/12/2023 4.77%	624,364.00 632,277.90	98.71 4.28%	641,597.45 1,119.44	0.66% 9,319.55	A2/A+ A	3.46 3.19
46647PAM8	JPMORGAN CHASE & CO 3.509 01/23/2029	1,000,000.00	01/19/2024 5.14%	941,600.00 962,585.63	97.95 4.67%	979,542.84 15,400.61	1.01% 16,957.21	A1/A AA-	3.57 2.38
17275RBR2	CISCO SYSTEMS INC 4.85 02/26/2029	490,000.00	02/21/2024 4.86%	489,828.50 489,874.59	102.48 4.11%	502,139.53 8,251.74	0.52% 12,264.94	A1/AA- NA	3.66 3.21
14913UAJ9	CATERPILLAR FINANCIAL SERVICES CORP 4.85 02/27/2029	1,000,000.00	03/18/2024 4.84%	1,000,490.00 1,000,362.95	102.30 4.16%	1,023,047.94 16,705.56	1.06% 22,684.99	A2/A A+	3.66 3.28
89236TMF9	TOYOTA MOTOR CREDIT CORP 5.05 05/16/2029	500,000.00	05/21/2024 5.00%	501,040.00 500,809.02	102.65 4.30%	513,266.15 3,156.25	0.53% 12,457.13	A1/A+ A+	3.88 3.48
24422EXT1	JOHN DEERE CAPITAL CORP 4.85 06/11/2029	500,000.00	06/07/2024 5.04%	495,890.00 496,756.57	102.46 4.17%	512,292.44 1,347.22	0.53% 15,535.87	A1/A A+	3.95 3.56
341081GT8	FLORIDA POWER & LIGHT CO 5.15 06/15/2029	1,000,000.00	06/13/2024 4.82%	1,013,864.64 1,010,884.10	103.48 4.19%	1,034,798.57 2,288.89	1.07% 23,914.47	Aa2/A+ AA-	3.96 3.42
437076DC3	HOME DEPOT INC 4.75 06/25/2029	950,000.00	06/17/2024 4.88%	944,586.45 945,686.36	102.07 4.18%	969,695.99 752.08	1.00% 24,009.63	A2/A A	3.99 3.53
713448FX1	PEPSICO INC 4.5 07/17/2029	830,000.00	07/15/2024 4.53%	828,713.50 828,959.39	101.59 4.07%	843,231.49 17,015.00	0.87% 14,272.11	A1/A+ NA	4.05 3.53

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Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
30303M8S4	META PLATFORMS INC 4.3 08/15/2029	532,000.00	08/12/2024 4.33%	531,174.03 531,318.78	100.91 4.06%	536,850.27 8,642.04	0.56% 5,531.49	Aa3/AA- NA	4.13 3.62
171239AL0	CHUBB INA HOLDINGS LLC 4.65 08/15/2029	505,000.00	08/12/2024 4.52%	507,853.00 507,344.39	101.70 4.19%	513,607.00 8,871.17	0.53% 6,262.62	A2/A A	4.13 3.59
69371RT48	PACCAR FINANCIAL CORP 4.0 09/26/2029	1,100,000.00	-- 4.02%	1,099,159.70 1,099,287.63	99.47 4.14%	1,094,135.60 11,611.11	1.13% (5,152.03)	A1/A+ NA	4.24 3.82
63743HFX5	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 4.95 02/07/2030	1,000,000.00	-- 4.88%	1,002,776.40 1,002,828.36	102.28 4.40%	1,022,838.47 19,800.00	1.06% 20,010.11	A2/NA A	4.61 3.94
02665WFY2	AMERICAN HONDA FINANCE CORP 4.8 03/05/2030	795,000.00	03/03/2025 4.82%	794,300.40 794,345.61	100.79 4.61%	801,303.59 12,296.00	0.83% 6,957.99	A3/A- NA	4.68 4.09
00287YDZ9	ABBVIE INC 4.875 03/15/2030	1,000,000.00	-- 4.64%	1,009,826.00 1,009,641.69	102.40 4.30%	1,023,999.84 16,927.08	1.06% 14,358.15	A3/A- NA	4.71 4.05
571748CA8	MARSH & MCLENNAN COMPANIES INC 4.65 03/15/2030	1,000,000.00	-- 4.59%	1,002,366.00 1,002,331.56	101.13 4.38%	1,011,278.05 13,691.67	1.05% 8,946.49	A3/A- A-	4.71 4.07
857477DB6	STATE STREET CORP 4.834 04/24/2030	1,000,000.00	-- 4.64%	1,008,346.00 1,008,234.11	101.85 4.40%	1,018,549.97 8,996.61	1.05% 10,315.86	Aa3/A AA-	4.82 4.16
Total Corporate		**25,802,000.00**	**3.98%**	**25,645,219.82** **25,692,295.61**	**100.23** **4.22%**	**25,849,395.37** **254,595.56**	**26.72%** **157,099.76**		**3.21** **2.83**
MONEY MARKET FUND									
316175884	FIDELITY IMM:TRS III	439,278.58	-- 3.94%	439,278.58 439,278.58	1.00 3.94%	439,278.58 0.00	0.45% 0.00	Aaa/ AAAm NA	0.00 0.00
Total Money Market Fund		**439,278.58**	**3.94%**	**439,278.58** **439,278.58**	**1.00** **3.94%**	**439,278.58** **0.00**	**0.45%** **0.00**		**0.00** **0.00**
MUNICIPAL BONDS									
13063EGT7	CALIFORNIA STATE 4.5 08/01/2029	965,000.00	10/30/2024 4.38%	970,085.55 969,385.92	101.77 4.02%	982,123.93 18,093.75	1.02% 12,738.01	Aa2/AA- AA	4.09 3.64
Total Municipal Bonds		**965,000.00**	**4.38%**	**970,085.55** **969,385.92**	**101.77** **4.02%**	**982,123.93** **18,093.75**	**1.02%** **12,738.01**		**4.09** **3.64**

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Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
SUPRANATIONAL									
459058JL8	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 0.5 10/28/2025	945,000.00	-- 0.54%	943,389.35 944,892.01	98.74 4.43%	933,091.31 826.88	0.96% (11,800.70)	Aaa/AAA NA	0.33 0.32
4581X0DV7	INTER-AMERICAN DEVELOPMENT BANK 0.875 04/20/2026	1,915,000.00	04/13/2021 0.97%	1,906,229.30 1,913,592.65	97.47 4.11%	1,866,497.05 3,304.70	1.93% (47,095.60)	Aaa/AAA NA	0.80 0.78
459058LN1	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.875 10/16/2029	1,000,000.00	12/12/2024 4.25%	983,720.00 985,561.63	100.24 3.81%	1,002,350.58 8,072.92	1.04% 16,788.95	Aaa/AAA NA	4.30 3.89
459058LR2	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.125 03/20/2030	1,000,000.00	03/14/2025 4.20%	996,600.00 996,791.79	101.23 3.84%	1,012,250.94 11,572.92	1.05% 15,459.15	Aaa/AAA NA	4.72 4.21
Total Supranational		**4,860,000.00**	**2.25%**	**4,829,938.65 4,840,838.07**	**99.08 4.05%**	**4,814,189.88 23,777.41**	**4.98% (26,648.19)**		**2.26 2.06**
US TREASURY									
91282CAT8	UNITED STATES TREASURY 0.25 10/31/2025	1,700,000.00	02/11/2021 0.42%	1,686,718.75 1,699,059.05	98.67 4.33%	1,677,305.66 716.03	1.73% (21,753.39)	Aa1/AA+ AA+	0.34 0.33
91282CAZ4	UNITED STATES TREASURY 0.375 11/30/2025	1,350,000.00	03/26/2021 0.76%	1,325,794.92 1,347,844.66	98.39 4.31%	1,328,312.99 428.79	1.37% (19,531.66)	Aa1/AA+ AA+	0.42 0.41
91282CCW9	UNITED STATES TREASURY 0.75 08/31/2026	480,000.00	09/17/2021 0.86%	477,393.75 479,385.24	96.38 3.96%	462,618.75 1,203.26	0.48% (16,766.49)	Aa1/AA+ AA+	1.17 1.14
91282CCZ2	UNITED STATES TREASURY 0.875 09/30/2026	2,820,000.00	-- 1.08%	2,791,946.88 2,812,936.48	96.33 3.92%	2,716,453.13 6,202.46	2.81% (96,483.35)	Aa1/AA+ AA+	1.25 1.22
91282CEW7	UNITED STATES TREASURY 3.25 06/30/2027	2,250,000.00	-- 3.12%	2,263,417.97 2,255,407.80	99.11 3.72%	2,229,873.05 198.71	2.31% (25,534.75)	Aa1/AA+ AA+	2.00 1.91
91282CFB2	UNITED STATES TREASURY 2.75 07/31/2027	600,000.00	08/22/2022 3.12%	589,828.13 595,712.36	98.05 3.73%	588,304.69 6,882.60	0.61% (7,407.67)	Aa1/AA+ AA+	2.08 1.98
91282CFH9	UNITED STATES TREASURY 3.125 08/31/2027	1,950,000.00	-- 3.41%	1,925,095.70 1,939,130.99	98.77 3.72%	1,926,005.85 20,367.70	1.99% (13,125.14)	Aa1/AA+ AA+	2.17 2.05
91282CGC9	UNITED STATES TREASURY 3.875 12/31/2027	700,000.00	03/14/2023 3.91%	698,878.91 699,415.45	100.42 3.70%	702,953.13 73.71	0.73% 3,537.68	Aa1/AA+ AA+	2.50 2.36
91282CGH8	UNITED STATES TREASURY 3.5 01/31/2028	2,500,000.00	02/16/2023 4.05%	2,438,378.91 2,467,843.94	99.49 3.71%	2,487,304.70 36,498.62	2.57% 19,460.76	Aa1/AA+ AA+	2.59 2.41

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91282CGP0	UNITED STATES TREASURY 4.0 02/29/2028	2,500,000.00	-- 4.07%	2,491,714.85 2,495,614.10	100.76 3.70%	2,518,945.30 33,423.91	2.60% 23,331.20	Aa1/AA+ AA+	2.67 2.48
91282CHE4	UNITED STATES TREASURY 3.625 05/31/2028	2,425,000.00	-- 4.03%	2,381,062.51 2,398,966.48	99.79 3.70%	2,419,884.75 7,445.61	2.50% 20,918.28	Aa1/AA+ AA+	2.92 2.73
91282CHX2	UNITED STATES TREASURY 4.375 08/31/2028	400,000.00	09/25/2023 4.62%	395,781.25 397,289.79	101.97 3.71%	407,890.62 5,849.18	0.42% 10,600.84	Aa1/AA+ AA+	3.17 2.90
91282CJF9	UNITED STATES TREASURY 4.875 10/31/2028	600,000.00	10/27/2023 4.79%	602,273.44 601,515.63	103.59 3.72%	621,562.80 4,927.99	0.64% 20,047.17	Aa1/AA+ AA+	3.34 3.04
91282CJN2	UNITED STATES TREASURY 4.375 11/30/2028	625,000.00	12/28/2023 3.83%	640,234.38 635,574.25	102.08 3.72%	638,012.69 2,316.00	0.66% 2,438.44	Aa1/AA+ AA+	3.42 3.14
91282CJR3	UNITED STATES TREASURY 3.75 12/31/2028	2,100,000.00	-- 3.98%	2,078,330.08 2,084,744.68	100.09 3.72%	2,101,886.72 213.99	2.17% 17,142.04	Aa1/AA+ AA+	3.50 3.25
91282CJW2	UNITED STATES TREASURY 4.0 01/31/2029	1,500,000.00	02/16/2024 4.31%	1,479,375.00 1,485,039.45	100.90 3.73%	1,513,535.16 25,027.62	1.56% 28,495.71	Aa1/AA+ AA+	3.59 3.26
91282CKG5	UNITED STATES TREASURY 4.125 03/31/2029	2,300,000.00	-- 4.47%	2,264,699.22 2,273,298.89	101.35 3.73%	2,331,085.93 23,848.36	2.41% 57,787.04	Aa1/AA+ AA+	3.75 3.42
91282CKP5	UNITED STATES TREASURY 4.625 04/30/2029	2,150,000.00	-- 4.47%	2,164,254.89 2,160,979.78	103.13 3.74%	2,217,187.50 16,753.06	2.29% 56,207.72	Aa1/AA+ AA+	3.83 3.47
91282CKX8	UNITED STATES TREASURY 4.25 06/30/2029	1,000,000.00	07/18/2024 4.09%	1,007,070.31 1,005,712.59	101.86 3.74%	1,018,593.75 115.49	1.05% 12,881.16	Aa1/AA+ AA+	4.00 3.65
91282CLK5	UNITED STATES TREASURY 3.625 08/31/2029	2,000,000.00	09/11/2024 3.45%	2,015,703.13 2,013,182.66	99.50 3.75%	1,990,078.12 24,232.34	2.06% (23,104.54)	Aa1/AA+ AA+	4.17 3.79
91282CLN9	UNITED STATES TREASURY 3.5 09/30/2029	1,000,000.00	10/04/2024 3.76%	988,125.00 989,868.06	98.99 3.76%	989,921.88 8,797.81	1.02% 53.82	Aa1/AA+ AA+	4.25 3.88
91282CMA6	UNITED STATES TREASURY 4.125 11/30/2029	1,500,000.00	12/16/2024 4.25%	1,491,386.72 1,492,319.94	101.47 3.76%	1,522,032.00 5,240.78	1.57% 29,712.06	Aa1/AA+ AA+	4.42 4.00
91282CMG3	UNITED STATES TREASURY 4.25 01/31/2030	1,000,000.00	02/13/2025 4.41%	992,968.75 993,500.36	101.97 3.78%	1,019,726.56 17,727.90	1.05% 26,226.20	Aa1/AA+ AA+	4.59 4.07
91282CGQ8	UNITED STATES TREASURY 4.0 02/28/2030	1,000,000.00	04/10/2025 4.00%	1,000,000.00 1,000,000.00	100.97 3.77%	1,009,726.56 13,369.57	1.04% 9,726.56	Aa1/AA+ AA+	4.67 4.17
91282CGS4	UNITED STATES TREASURY 3.625 03/31/2030	1,500,000.00	-- 3.76%	1,491,250.00 1,491,382.93	99.29 3.79%	1,489,277.34 13,668.03	1.54% (2,105.59)	Aa1/AA+ AA+	4.75 4.28
Total US Treasury		**37,950,000.00**	**3.46%**	**37,681,683.45 37,815,725.55**	**99.97 3.79%**	**37,928,479.64 275,529.53**	**39.21% 112,754.09**		**2.96 2.72**

HOLDINGS REPORT

City of Brea | Account #120 | As of June 30, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
				95,984,184.76	99.40	96,723,691.95	100.00%		3.01
Total Portfolio		**96,913,141.20**	**3.75%**	**96,304,754.95**	**4.00%**	**660,760.92**	**418,937.00**		**2.55**
Total Market Value + Accrued						**97,384,452.87**			

TRANSACTION LEDGER

City of Brea | Account #120 | As of June 30, 2025

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	06/02/2025	316175884	103,631.26	FIDELITY IMM:TRS III	1.000	3.94%	(103,631.26)	0.00	(103,631.26)	0.00
Purchase	06/03/2025	316175884	1,268.25	FIDELITY IMM:TRS III	1.000	3.93%	(1,268.25)	0.00	(1,268.25)	0.00
Purchase	06/04/2025	857477DB6	700,000.00	STATE STREET CORP 4.834 04/24/2030	100.843	4.64%	(705,901.00)	(3,759.78)	(709,660.78)	0.00
Purchase	06/04/2025	571748CA8	700,000.00	MARSH & MCLENNAN COMPANIES INC 4.65 03/15/2030	100.281	4.58%	(701,967.00)	(7,142.92)	(709,109.92)	0.00
Purchase	06/04/2025	91282CGS4	500,000.00	UNITED STATES TREASURY 3.625 03/31/2030	98.242	4.03%	(491,210.94)	(3,218.92)	(494,429.86)	0.00
Purchase	06/04/2025	316175884	1,018,498.50	FIDELITY IMM:TRS III	1.000	3.93%	(1,018,498.50)	0.00	(1,018,498.50)	0.00
Purchase	06/09/2025	316175884	16,468.75	FIDELITY IMM:TRS III	1.000		(16,468.75)	0.00	(16,468.75)	0.00
Purchase	06/11/2025	3137FRUT6	1,000,000.00	FHMS K-106 A2 2.069 01/25/2030	90.504	4.37%	(905,039.06)	(574.72)	(905,613.78)	0.00
Purchase	06/11/2025	316175884	12,125.00	FIDELITY IMM:TRS III	1.000		(12,125.00)	0.00	(12,125.00)	0.00
Purchase	06/11/2025	316175884	914.69	FIDELITY IMM:TRS III	1.000		(914.69)	0.00	(914.69)	0.00
Purchase	06/16/2025	857477DB6	300,000.00	STATE STREET CORP 4.834 04/24/2030	100.815	4.64%	(302,445.00)	(2,094.73)	(304,539.73)	0.00
Purchase	06/16/2025	571748CA8	300,000.00	MARSH & MCLENNAN COMPANIES INC 4.65 03/15/2030	100.133	4.62%	(300,399.00)	(3,526.25)	(303,925.25)	0.00
Purchase	06/16/2025	63743HFX5	280,000.00	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 4.95 02/07/2030	101.385	4.61%	(283,878.00)	(4,966.50)	(288,844.50)	0.00
Purchase	06/16/2025	00287YDZ9	200,000.00	ABBVIE INC 4.875 03/15/2030	101.497	4.51%	(202,994.00)	(2,979.17)	(205,973.17)	0.00
Purchase	06/16/2025	316175884	104,949.56	FIDELITY IMM:TRS III	1.000	3.92%	(104,949.56)	0.00	(104,949.56)	0.00
Purchase	06/18/2025	316175884	6,958.30	FIDELITY IMM:TRS III	1.000	3.92%	(6,958.30)	0.00	(6,958.30)	0.00
Purchase	06/20/2025	316175884	2,657.78	FIDELITY IMM:TRS III	1.000	3.92%	(2,657.78)	0.00	(2,657.78)	0.00
Purchase	06/23/2025	316175884	2,189.79	FIDELITY IMM:TRS III	1.000	3.92%	(2,189.79)	0.00	(2,189.79)	0.00
Purchase	06/25/2025	316175884	55,688.33	FIDELITY IMM:TRS III	1.000		(55,688.33)	0.00	(55,688.33)	0.00
Purchase	06/25/2025	316175884	16,299.45	FIDELITY IMM:TRS III	1.000		(16,299.45)	0.00	(16,299.45)	0.00

TRANSACTION LEDGER

City of Brea | Account #120 | As of June 30, 2025

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Purchase	06/30/2025	316175884	110,750.00	FIDELITY IMM:TRS III	1.000	3.94%	(110,750.00)	0.00	(110,750.00)	0.00
Total Purchase			**5,432,399.66**				**(5,346,233.66)**	**(28,262.99)**	**(5,374,496.65)**	**0.00**
TOTAL ACQUISITIONS			**5,432,399.66**				**(5,346,233.66)**	**(28,262.99)**	**(5,374,496.65)**	**0.00**
DISPOSITIONS										
Sale	06/04/2025	89115A2C5	(1,100,000.00)	TORONTO-DOMINION BANK 4.108 06/08/2027	99.212	4.18%	1,091,332.00	(22,091.91)	1,113,423.91	(7,116.20)
Sale	06/04/2025	316175884	(1,228,995.15)	FIDELITY IMM:TRS III	1.000	3.93%	1,228,995.15	0.00	1,228,995.15	0.00
Sale	06/04/2025	22160KAM7	(600,000.00)	COSTCO WHOLESALE CORP 3.0 05/18/2027	98.080	3.52%	588,480.00	(800.00)	589,280.00	(5,891.18)
Sale	06/11/2025	3137BNGT5	(1,000,000.00)	FHMS K-054 A2 2.745 01/25/2026	98.828	1.22%	887,264.75	(683.14)	887,947.89	(17,551.31)
Sale	06/16/2025	57636QAW4	(595,000.00)	MASTERCARD INC 4.875 03/09/2028	101.842	4.90%	605,959.90	(7,815.57)	613,775.47	11,274.85
Sale	06/16/2025	316175884	(7,368.12)	FIDELITY IMM:TRS III	1.000	3.92%	7,368.12	0.00	7,368.12	0.00
Sale	06/16/2025	91324PEG3	(430,000.00)	UNITEDHEALTH GROUP INC 3.7 05/15/2027	98.625	3.69%	424,087.50	(1,370.03)	425,457.53	(5,986.87)
Total Sale			**(4,961,363.27)**				**4,833,487.42**	**(32,760.65)**	**4,866,248.07**	**(25,270.71)**
TOTAL DISPOSITIONS			**(4,961,363.27)**				**4,833,487.42**	**(32,760.65)**	**4,866,248.07**	**(25,270.71)**
OTHER TRANSACTIONS										
Coupon	06/01/2025	3137FGR31	0.00	FHMS K-078 A2 3.854 06/25/2028		5.02%	4,175.17	0.00	4,175.17	0.00
Coupon	06/01/2025	3137FJKE8	0.00	FHMS K-082 A2 3.92 09/25/2028		4.74%	1,960.00	0.00	1,960.00	0.00
Coupon	06/01/2025	3137H5YC5	0.00	FHMS K-748 A2 2.26 01/25/2029		4.61%	2,825.00	0.00	2,825.00	0.00
Coupon	06/01/2025	3137FLMV3	0.00	FHMS K-090 A2 3.422 02/25/2029		4.46%	2,851.67	0.00	2,851.67	0.00

TRANSACTION LEDGER

City of Brea | Account #120 | As of June 30, 2025

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Coupon	06/01/2025	3137FETN0	0.00	FHMS K-073 A2 3.35 01/25/2028		4.14%	4,187.50	0.00	4,187.50	0.00
Coupon	06/01/2025	3137FEZU7	0.00	FHMS K-076 A2 3.9 04/25/2028		4.12%	3,900.00	0.00	3,900.00	0.00
Coupon	06/01/2025	3137FCLD4	0.00	FHMS K-071 A2 3.286 11/25/2027		4.08%	5,476.67	0.00	5,476.67	0.00
Coupon	06/01/2025	3137BXQY1	0.00	FHMS K-064 A2 3.224 03/25/2027		3.23%	2,686.67	0.00	2,686.67	0.00
Coupon	06/01/2025	26442CAS3	0.00	DUKE ENERGY CAROLINAS LLC 2.95 12/01/2026		1.82%	12,537.50	0.00	12,537.50	0.00
Coupon	06/01/2025	3137BQYS0	0.00	FHMS K-056 A2 2.525 05/25/2026		1.67%	1,196.66	0.00	1,196.66	0.00
Coupon	06/01/2025	3137BNGT5	0.00	FHMS K-054 A2 2.745 01/25/2026		1.22%	2,096.66	0.00	2,096.66	0.00
Coupon	06/08/2025	3133EPME2	0.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 3.875 06/08/2028		3.96%	16,468.75	0.00	16,468.75	0.00
Coupon	06/11/2025	24422EXT1	0.00	JOHN DEERE CAPITAL CORP 4.85 06/11/2029		5.04%	12,125.00	0.00	12,125.00	0.00
Coupon	06/15/2025	47786WAD2	0.00	JDOT 2024-B A3 5.2 03/15/2029		5.81%	2,015.00	0.00	2,015.00	0.00
Coupon	06/15/2025	58770JAD6	0.00	MBALT 2024-A A3 5.32 01/18/2028		5.73%	1,064.00	0.00	1,064.00	0.00
Coupon	06/15/2025	02582JKH2	0.00	AMXCA 2024-1 A 5.23 04/16/2029		5.30%	3,138.00	0.00	3,138.00	0.00
Coupon	06/15/2025	161571HT4	0.00	CHAIT 2023-1 A 5.16 09/15/2028		5.23%	4,149.50	0.00	4,149.50	0.00
Coupon	06/15/2025	74340XCG4	0.00	PROLOGIS LP 4.875 06/15/2028		5.17%	14,015.63	0.00	14,015.63	0.00
Coupon	06/15/2025	756109BS2	0.00	REALTY INCOME CORP 4.7 12/15/2028		5.16%	23,500.00	0.00	23,500.00	0.00
Coupon	06/15/2025	47800DAD6	0.00	JDOT 2025 A3 4.23 09/17/2029		5.09%	1,621.50	0.00	1,621.50	0.00

TRANSACTION LEDGER

City of Brea | Account #120 | As of June 30, 2025

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Coupon	06/15/2025	05522RDJ4	0.00	BACCT 2024-1 A 4.93 05/15/2029		4.93%	1,889.83	0.00	1,889.83	0.00
Coupon	06/15/2025	44935CAD3	0.00	HART 2025-A A3 4.32 10/15/2029		4.84%	2,070.00	0.00	2,070.00	0.00
Coupon	06/15/2025	58773DAD6	0.00	MBART 2025-1 A3 4.78 12/17/2029		4.84%	2,170.92	0.00	2,170.92	0.00
Coupon	06/15/2025	341081GT8	0.00	FLORIDA POWER & LIGHT CO 5.15 06/15/2029		4.82%	25,750.00	0.00	25,750.00	0.00
Coupon	06/15/2025	91324PDP4	0.00	UNITEDHEALTH GROUP INC 3.875 12/15/2028		4.77%	12,593.75	0.00	12,593.75	0.00
Coupon	06/15/2025	89240JAD3	0.00	TAOT 25A A3 4.64 08/15/2029		4.69%	2,184.67	0.00	2,184.67	0.00
Coupon	06/15/2025	92970QAE5	0.00	WFCIT 2024-2 A 4.29 10/15/2029		4.29%	1,841.13	0.00	1,841.13	0.00
Coupon	06/15/2025	02582JKP4	0.00	AMXCA 2025-2 A 4.28 04/15/2030		4.28%	3,005.51	0.00	3,005.51	0.00
Coupon	06/15/2025	437921AD1	0.00	HAROT 252 A3 4.15 10/15/2029		4.15%	1,279.58	0.00	1,279.58	0.00
Coupon	06/15/2025	47800BAC2	0.00	JDOT 2022-C A3 5.09 06/15/2027		3.29%	1,120.59	0.00	1,120.59	0.00
Coupon	06/15/2025	43815BAC4	0.00	HAROT 2022-1 A3 1.88 05/15/2026		1.89%	77.48	0.00	77.48	0.00
Coupon	06/16/2025	362955AD8	0.00	GMCAR 2025-1 A3 4.62 12/17/2029		5.03%	1,443.75	0.00	1,443.75	0.00
Coupon	06/16/2025	380146AC4	0.00	GMCAR 2022-1 A3 1.26 11/16/2026		1.27%	14.14	0.00	14.14	0.00
Coupon	06/16/2025	362554AC1	0.00	GMCAR 2021-4 A3 0.68 09/16/2026		0.68%	4.58	0.00	4.58	0.00
Coupon	06/18/2025	437930AC4	0.00	HAROT 2024-2 A3 5.27 11/20/2028		5.27%	1,361.42	0.00	1,361.42	0.00
Coupon	06/18/2025	89236TJK2	0.00	TOYOTA MOTOR CREDIT CORP 1.125 06/18/2026		1.13%	5,596.88	0.00	5,596.88	0.00
Coupon	06/20/2025	36269WAD1	0.00	GMALT 2024-2 A3 5.39 07/20/2027		5.85%	1,482.25	0.00	1,482.25	0.00

TRANSACTION LEDGER

City of Brea | Account #120 | As of June 30, 2025

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Coupon	06/20/2025	362962AD4	0.00	GMALT 2025-2 A3 4.58 05/22/2028		4.84%	1,175.53	0.00	1,175.53	0.00
Coupon	06/21/2025	43813YAC6	0.00	HAROT 2024-3 A3 4.57 03/21/2029		4.66%	2,189.79	0.00	2,189.79	0.00
Coupon	06/25/2025	096919AD7	0.00	BMWOT 2024-A A3 5.18 02/26/2029		5.18%	1,769.83	0.00	1,769.83	0.00
Coupon	06/25/2025	437076DC3	0.00	HOME DEPOT INC 4.75 06/25/2029		4.88%	22,562.50	0.00	22,562.50	0.00
Coupon	06/30/2025	91282CKX8	0.00	UNITED STATES TREASURY 4.25 06/30/2029		4.09%	21,250.00	0.00	21,250.00	0.00
Coupon	06/30/2025	91282CJR3	0.00	UNITED STATES TREASURY 3.75 12/31/2028		3.98%	39,375.00	0.00	39,375.00	0.00
Coupon	06/30/2025	91282CGC9	0.00	UNITED STATES TREASURY 3.875 12/31/2027		3.91%	13,562.50	0.00	13,562.50	0.00
Coupon	06/30/2025	91282CEW7	0.00	UNITED STATES TREASURY 3.25 06/30/2027		3.12%	36,562.50	0.00	36,562.50	0.00
Total Coupon			**0.00**				**324,325.01**	**0.00**	**324,325.01**	**0.00**
Principal Paydown	06/01/2025	3137BQYS0	16,093.61	FHMS K-056 A2 2.525 05/25/2026		1.67%	16,093.61	--	16,093.61	(0.00)
Principal Paydown	06/01/2025	3137BNGT5	18,786.42	FHMS K-054 A2 2.745 01/25/2026		1.22%	18,786.42	--	18,786.42	0.00
Principal Paydown	06/15/2025	47800BAC2	22,704.71	JDOT 2022-C A3 5.09 06/15/2027		3.29%	22,704.71	--	22,704.71	0.00
Principal Paydown	06/15/2025	43815BAC4	19,177.70	HAROT 2022-1 A3 1.88 05/15/2026		1.89%	19,177.70	--	19,177.70	0.00
Principal Paydown	06/16/2025	380146AC4	7,312.82	GMCAR 2022-1 A3 1.26 11/16/2026		1.27%	7,312.82	--	7,312.82	0.00
Principal Paydown	06/16/2025	362554AC1	7,486.30	GMCAR 2021-4 A3 0.68 09/16/2026		0.68%	7,486.30	--	7,486.30	0.00
Total Principal Paydown			**91,561.56**				**91,561.56**	**--**	**91,561.56**	**0.01**
TOTAL OTHER TRANSACTIONS			**91,561.56**				**415,886.57**	**0.00**	**415,886.57**	**0.01**

INCOME EARNED

City of Brea | Account #120 | As of June 30, 2025

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 & EQUIVALENTS						
316175884	FIDELITY IMM:TRS III	439,278.58	223,242.19 1,452,399.66 (1,236,363.27) 439,278.58	0.00 1,268.25 0.00 1,268.25	0.00 0.00 0.00 1,268.25	1,268.25
CCYUSD	Receivable	733.97	92,362.04 0.00 0.00 733.97	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
Total Cash & Equivalents		**440,012.55**	**315,604.23** **1,452,399.66** **(1,236,363.27)** **440,012.55**	**0.00** **1,268.25** **0.00** **1,268.25**	**0.00** **0.00** **0.00** **1,268.25**	**1,268.25**
FIXED INCOME						
00287YDZ9	ABBVIE INC 4.875 03/15/2030	1,000,000.00	806,792.51 202,994.00 0.00 1,009,641.69	10,291.67 (2,979.17) 16,927.08 3,656.25	0.00 (144.81) (144.81) 3,511.43	3,511.43
023135BX3	AMAZON.COM INC 1.0 05/12/2026	05/10/2021 05/12/2021 1,455,000.00	1,453,812.41 0.00 0.00 1,453,915.68	767.92 0.00 1,980.42 1,212.50	103.27 0.00 103.27 1,315.77	1,315.77
02582JKH2	AMXCA 2024-1 A 5.23 04/16/2029	04/16/2024 04/23/2024 720,000.00	719,885.18 0.00 0.00 719,887.62	1,673.60 3,138.00 1,673.60 3,138.00	2.43 0.00 2.43 3,140.43	3,140.43
02582JKP4	AMXCA 2025-2 A 4.28 04/15/2030	05/06/2025 05/13/2025 790,000.00	789,985.85 0.00 0.00 789,986.09	1,690.60 3,005.51 1,502.76 2,817.67	0.24 0.00 0.24 2,817.90	2,817.90
02665WFY2	AMERICAN HONDA FINANCE CORP 4.8 03/05/2030	03/03/2025 03/05/2025 795,000.00	794,334.12 0.00 0.00 794,345.61	9,116.00 0.00 12,296.00 3,180.00	11.49 0.00 11.49 3,191.49	3,191.49

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037833DN7	APPLE INC 2.05 09/11/2026	12/02/2021 12/06/2021 450,000.00	452,697.91 0.00 0.00 452,498.06	2,050.00 0.00 2,818.75 768.75	0.00 (199.84) (199.84) 568.91	568.91
05522RDJ4	BACCT 2024-1 A 4.93 05/15/2029	06/06/2024 06/13/2024 460,000.00	459,979.34 0.00 0.00 459,979.77	1,007.91 1,889.83 1,007.91 1,889.83	0.43 0.00 0.43 1,890.26	1,890.26
06368FAC3	BANK OF MONTREAL 1.25 09/15/2026	09/13/2021 09/15/2021 500,000.00	499,843.95 0.00 0.00 499,853.89	1,319.44 0.00 1,840.28 520.83	9.94 0.00 9.94 530.77	530.77
084664CZ2	BERKSHIRE HATHAWAY FINANCE CORP 2.3 03/15/2027	03/07/2022 03/15/2022 1,080,000.00	1,079,926.73 0.00 0.00 1,079,930.10	5,244.00 0.00 7,314.00 2,070.00	3.37 0.00 3.37 2,073.37	2,073.37
096919AD7	BMWOT 2024-A A3 5.18 02/26/2029	06/04/2024 06/11/2024 410,000.00	409,950.57 0.00 0.00 409,951.65	353.97 1,769.83 353.97 1,769.83	1.09 0.00 1.09 1,770.92	1,770.92
13063EGT7	CALIFORNIA STATE 4.5 08/01/2029	10/30/2024 11/05/2024 965,000.00	969,474.11 0.00 0.00 969,385.92	14,475.00 0.00 18,093.75 3,618.75	0.00 (88.19) (88.19) 3,530.56	3,530.56
14913UAJ9	CATERPILLAR FINANCIAL SERVICES CORP 4.85 02/27/2029	03/18/2024 03/20/2024 1,000,000.00	1,000,371.10 0.00 0.00 1,000,362.95	12,663.89 0.00 16,705.56 4,041.67	0.00 (8.14) (8.14) 4,033.52	4,033.52
161571HT4	CHAIT 2023-1 A 5.16 09/15/2028	09/07/2023 09/15/2023 965,000.00	964,824.01 0.00 0.00 964,828.40	2,213.07 4,149.50 2,213.07 4,149.50	4.39 0.00 4.39 4,153.89	4,153.89
171239AL0	CHUBB INA HOLDINGS LLC 4.65 08/15/2029	08/12/2024 08/15/2024 505,000.00	507,392.07 0.00 0.00 507,344.39	6,914.29 0.00 8,871.17 1,956.88	0.00 (47.68) (47.68) 1,909.19	1,909.19

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17275RBR2	CISCO SYSTEMS INC 4.85 02/26/2029	02/21/2024 02/26/2024 490,000.00	489,871.77 0.00 0.00 489,874.59	6,271.32 0.00 8,251.74 1,980.42	2.82 0.00 2.82 1,983.23	1,983.23
22160KAM7	COSTCO WHOLESALE CORP 3.0 05/18/2027	07/15/2022 07/19/2022 0.00	594,347.50 0.00 (594,371.18) 0.00	650.00 800.00 0.00 150.00	23.68 0.00 23.68 173.68	173.68
24422EXB0	JOHN DEERE CAPITAL CORP 4.95 07/14/2028	07/11/2023 07/14/2023 935,000.00	934,855.08 0.00 0.00 934,858.90	17,613.06 0.00 21,469.94 3,856.88	9.91 (6.09) 3.82 3,860.69	3,860.69
24422EXT1	JOHN DEERE CAPITAL CORP 4.85 06/11/2029	06/07/2024 06/11/2024 500,000.00	496,689.04 0.00 0.00 496,756.57	11,451.39 12,125.00 1,347.22 2,020.83	67.52 0.00 67.52 2,088.36	2,088.36
26442CAS3	DUKE ENERGY CAROLINAS LLC 2.95 12/01/2026	01/13/2022 01/18/2022 850,000.00	861,552.19 0.00 0.00 860,793.84	12,537.50 12,537.50 2,089.58 2,089.58	0.00 (758.35) (758.35) 1,331.23	1,331.23
30303M8S4	META PLATFORMS INC 4.3 08/15/2029	08/12/2024 08/15/2024 532,000.00	531,305.21 0.00 0.00 531,318.78	6,735.71 0.00 8,642.04 1,906.33	13.57 0.00 13.57 1,919.90	1,919.90
3130AWTR1	FEDERAL HOME LOAN BANKS 4.375 09/08/2028	09/08/2023 09/11/2023 2,000,000.00	1,996,449.07 0.00 0.00 1,996,538.21	20,173.61 0.00 27,465.28 7,291.67	89.14 0.00 89.14 7,380.81	7,380.81
3133EPGW9	FEDERAL FARM CREDIT BANKS FUNDING CORP 3.875 04/25/2028	05/05/2023 05/08/2023 1,250,000.00	1,260,581.24 0.00 0.00 1,260,281.49	4,843.75 0.00 8,880.21 4,036.46	0.00 (299.75) (299.75) 3,736.71	3,736.71
3133EPME2	FEDERAL FARM CREDIT BANKS FUNDING CORP 3.875 06/08/2028	06/07/2023 06/08/2023 850,000.00	847,967.87 0.00 0.00 848,023.14	15,828.30 16,468.75 2,104.34 2,744.79	55.27 0.00 55.27 2,800.06	2,800.06

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3135G06G3	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.5 11/07/2025	 1,825,000.00	1,824,484.46 0.00 0.00 1,824,581.73	608.33 0.00 1,368.75 760.42	97.27 0.00 97.27 857.69	857.69
3137BNGT5	FHMS K-054 A2 2.745 01/25/2026	10/29/2021 11/03/2021 0.00	924,101.54 0.00 (923,602.48) 0.00	2,096.66 2,779.80 0.00 683.14	0.00 (499.05) (499.05) 184.09	184.09
3137BQYS0	FHMS K-056 A2 2.525 05/25/2026	01/31/2022 02/03/2022 552,616.77	572,410.74 0.00 (16,093.61) 555,889.45	1,196.66 1,196.66 1,162.80 1,162.80	0.00 (427.68) (427.68) 735.12	735.12
3137BXQY1	FHMS K-064 A2 3.224 03/25/2027	05/06/2022 05/11/2022 1,000,000.00	999,247.37 0.00 0.00 999,282.76	2,686.67 2,686.67 2,686.67 2,686.67	35.39 0.00 35.39 2,722.06	2,722.06
3137FCLD4	FHMS K-071 A2 3.286 11/25/2027	04/11/2023 04/14/2023 2,000,000.00	1,964,138.09 0.00 0.00 1,965,356.50	5,476.67 5,476.67 5,476.67 5,476.67	1,218.41 0.00 1,218.41 6,695.08	6,695.08
3137FETN0	FHMS K-073 A2 3.35 01/25/2028	03/27/2023 03/30/2023 1,500,000.00	1,474,030.49 0.00 0.00 1,474,855.80	4,187.50 4,187.50 4,187.50 4,187.50	825.30 0.00 825.30 5,012.80	5,012.80
3137FEZU7	FHMS K-076 A2 3.9 04/25/2028	04/20/2023 04/25/2023 1,200,000.00	1,192,573.32 0.00 0.00 1,192,788.58	3,900.00 3,900.00 3,900.00 3,900.00	215.27 0.00 215.27 4,115.27	4,115.27
3137FGR31	FHMS K-078 A2 3.854 06/25/2028	09/18/2023 09/21/2023 1,300,000.00	1,262,225.15 0.00 0.00 1,263,259.13	4,175.17 4,175.17 4,175.17 4,175.17	1,033.98 0.00 1,033.98 5,209.15	5,209.15
3137FJKE8	FHMS K-082 A2 3.92 09/25/2028	11/28/2023 12/01/2023 600,000.00	585,436.56 0.00 0.00 585,804.33	1,960.00 1,960.00 1,960.00 1,960.00	367.76 0.00 367.76 2,327.76	2,327.76

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3137FLMV3	FHMS K-090 A2 3.422 02/25/2029	07/29/2024 07/30/2024 1,000,000.00	965,046.32 0.00 0.00 965,828.28	2,851.67 2,851.67 2,851.67 2,851.67	781.96 0.00 781.96 3,633.63	3,633.63
3137FRUT6	FHMS K-106 A2 2.069 01/25/2030	06/06/2025 06/11/2025 1,000,000.00	0.00 905,039.06 0.00 906,179.73	0.00 (574.72) 1,724.17 1,149.45	1,140.67 0.00 1,140.67 2,290.12	2,290.12
3137H5YC5	FHMS K-748 A2 2.26 01/25/2029	03/25/2024 03/28/2024 1,500,000.00	1,387,686.56 0.00 0.00 1,390,258.62	2,825.00 2,825.00 2,825.00 2,825.00	2,572.06 0.00 2,572.06 5,397.06	5,397.06
341081GT8	FLORIDA POWER & LIGHT CO 5.15 06/15/2029	06/13/2024 06/17/2024 1,000,000.00	1,011,120.02 0.00 0.00 1,010,884.10	23,747.22 25,750.00 2,288.89 4,291.67	0.00 (235.93) (235.93) 4,055.74	4,055.74
362554AC1	GMCAR 2021-4 A3 0.68 09/16/2026	10/13/2021 10/21/2021 592.29	8,078.56 0.00 (7,486.30) 592.29	2.29 4.58 0.17 2.46	0.03 0.00 0.03 2.49	2.49
36269WAD1	GMALT 2024-2 A3 5.39 07/20/2027	05/07/2024 05/16/2024 330,000.00	329,987.13 0.00 0.00 329,987.62	543.49 1,482.25 543.49 1,482.25	0.50 0.00 0.50 1,482.75	1,482.75
362955AD8	GMCAR 2025-1 A3 4.62 12/17/2029	01/09/2025 01/15/2025 375,000.00	374,974.26 0.00 0.00 374,974.73	721.88 1,443.75 721.88 1,443.75	0.47 0.00 0.47 1,444.22	1,444.22
362962AD4	GMALT 2025-2 A3 4.58 05/22/2028	05/20/2025 05/29/2025 440,000.00	439,992.72 0.00 0.00 439,992.92	111.96 1,175.53 615.76 1,679.33	0.20 0.00 0.20 1,679.53	1,679.53
380146AC4	GMCAR 2022-1 A3 1.26 11/16/2026	01/11/2022 01/19/2022 6,157.93	13,470.44 0.00 (7,312.82) 6,157.79	7.07 14.14 3.23 10.30	0.17 0.00 0.17 10.47	10.47

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437076DC3	HOME DEPOT INC 4.75 06/25/2029	06/17/2024 06/25/2024 950,000.00	945,597.41 0.00 0.00 945,686.36	19,554.17 22,562.50 752.08 3,760.42	88.94 0.00 88.94 3,849.36	3,849.36
437921AD1	HAROT 252 A3 4.15 10/15/2029	04/29/2025 05/08/2025 300,000.00	299,966.99 0.00 0.00 299,967.61	795.42 1,279.58 553.33 1,037.50	0.62 0.00 0.62 1,038.12	1,038.12
437930AC4	HAROT 2024-2 A3 5.27 11/20/2028	05/14/2024 05/21/2024 310,000.00	309,970.95 0.00 0.00 309,971.63	589.95 1,361.42 589.95 1,361.42	0.69 0.00 0.69 1,362.11	1,362.11
43813YAC6	HAROT 2024-3 A3 4.57 03/21/2029	08/09/2024 08/21/2024 575,000.00	574,925.00 0.00 0.00 574,926.62	729.93 2,189.79 729.93 2,189.79	1.62 0.00 1.62 2,191.41	2,191.41
43815BAC4	HAROT 2022-1 A3 1.88 05/15/2026	02/15/2022 02/23/2022 30,280.24	49,456.42 0.00 (19,177.70) 30,279.39	41.32 77.48 25.30 61.46	0.67 0.00 0.67 62.12	62.12
44935CAD3	HART 2025-A A3 4.32 10/15/2029	03/04/2025 03/12/2025 575,000.00	574,919.28 0.00 0.00 574,920.80	1,104.00 2,070.00 1,104.00 2,070.00	1.52 0.00 1.52 2,071.52	2,071.52
4581X0DV7	INTER-AMERICAN DEVELOPMENT BANK 0.875 04/20/2026	04/13/2021 04/20/2021 1,915,000.00	1,913,448.56 0.00 0.00 1,913,592.65	1,908.35 0.00 3,304.70 1,396.35	144.10 0.00 144.10 1,540.45	1,540.45
459058JL8	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 0.5 10/28/2025	945,000.00	944,864.78 0.00 0.00 944,892.01	433.13 0.00 826.88 393.75	27.23 0.00 27.23 420.98	420.98
459058LN1	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.875 10/16/2029	12/12/2024 12/13/2024 1,000,000.00	985,285.38 0.00 0.00 985,561.63	4,843.75 0.00 8,072.92 3,229.17	276.24 0.00 276.24 3,505.41	3,505.41

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459058LR2	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.125 03/20/2030	03/14/2025 03/20/2025 1,000,000.00	996,735.93 0.00 0.00 996,791.79	8,135.42 0.00 11,572.92 3,437.50	55.86 0.00 55.86 3,493.36	3,493.36
46647PAM8	JPMORGAN CHASE & CO 3.509 01/23/2029	01/19/2024 01/23/2024 1,000,000.00	961,386.45 0.00 0.00 962,585.63	12,476.44 0.00 15,400.61 2,924.17	1,199.18 0.00 1,199.18 4,123.35	4,123.35
47786WAD2	JDOT 2024-B A3 5.2 03/15/2029	06/11/2024 06/18/2024 465,000.00	464,927.37 0.00 0.00 464,928.94	1,074.67 2,015.00 1,074.67 2,015.00	1.58 0.00 1.58 2,016.58	2,016.58
47800BAC2	JDOT 2022-C A3 5.09 06/15/2027	10/12/2022 10/19/2022 241,481.43	264,178.06 0.00 (22,704.71) 241,474.34	597.65 1,120.59 546.28 1,069.23	0.99 0.00 0.99 1,070.22	1,070.22
47800DAD6	JDOT 2025 A3 4.23 09/17/2029	03/04/2025 03/11/2025 460,000.00	459,972.51 0.00 0.00 459,973.03	864.80 1,621.50 864.80 1,621.50	0.53 0.00 0.53 1,622.03	1,622.03
571748CA8	MARSH & MCLENNAN COMPANIES INC 4.65 03/15/2030	1,000,000.00	0.00 1,002,366.00 0.00 1,002,331.56	0.00 (10,669.17) 13,691.67 3,022.50	0.00 (34.44) (34.44) 2,988.06	2,988.06
57636QAW4	MASTERCARD INC 4.875 03/09/2028	03/06/2023 03/09/2023 0.00	594,680.31 0.00 (594,685.05) 0.00	6,606.98 7,815.57 0.00 1,208.59	4.74 0.00 4.74 1,213.33	1,213.33
58770JAD6	MBALT 2024-A A3 5.32 01/18/2028	05/17/2024 05/23/2024 240,000.00	239,979.79 0.00 0.00 239,980.42	567.47 1,064.00 567.47 1,064.00	0.63 0.00 0.63 1,064.63	1,064.63
58773DAD6	MBART 2025-1 A3 4.78 12/17/2029	01/14/2025 01/23/2025 545,000.00	544,892.44 0.00 0.00 544,894.38	1,157.82 2,170.92 1,157.82 2,170.92	1.94 0.00 1.94 2,172.86	2,172.86

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63743HFX5	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 4.95 02/07/2030	1,000,000.00	718,967.17 283,878.00 0.00 1,002,828.36	11,286.00 (4,966.50) 19,800.00 3,547.50	18.10 (34.92) (16.82) 3,530.68	3,530.68
69371RT48	PACCAR FINANCIAL CORP 4.0 09/26/2029	09/26/2024 1,100,000.00	1,099,273.83 0.00 0.00 1,099,287.63	7,944.44 0.00 11,611.11 3,666.67	19.29 (5.49) 13.81 3,680.47	3,680.47
713448FX1	PEPSICO INC 4.5 07/17/2029	07/15/2024 07/17/2024 830,000.00	828,938.25 0.00 0.00 828,959.39	13,902.50 0.00 17,015.00 3,112.50	21.14 0.00 21.14 3,133.64	3,133.64
74340XBX8	PROLOGIS LP 4.0 09/15/2028	12/06/2023 12/08/2023 500,000.00	486,793.86 0.00 0.00 487,123.47	4,222.22 0.00 5,888.89 1,666.67	329.60 0.00 329.60 1,996.27	1,996.27
74340XCG4	PROLOGIS LP 4.875 06/15/2028	09/08/2023 09/12/2023 575,000.00	570,416.94 0.00 0.00 570,540.81	12,925.52 14,015.63 1,245.83 2,335.94	123.87 0.00 123.87 2,459.81	2,459.81
74456QBX3	PUBLIC SERVICE ELECTRIC AND GAS CO 3.65 09/01/2028	10/04/2023 10/06/2023 1,200,000.00	1,138,178.92 0.00 0.00 1,139,740.06	10,950.00 0.00 14,600.00 3,650.00	1,561.14 0.00 1,561.14 5,211.14	5,211.14
756109BS2	REALTY INCOME CORP 4.7 12/15/2028	12/12/2023 12/15/2023 1,000,000.00	985,704.53 0.00 0.00 986,036.21	21,672.22 23,500.00 2,088.89 3,916.67	331.68 0.00 331.68 4,248.35	4,248.35
78016HZS2	ROYAL BANK OF CANADA 5.2 08/01/2028	12/06/2023 12/08/2023 650,000.00	652,196.80 0.00 0.00 652,139.84	11,266.67 0.00 14,083.33 2,816.67	0.00 (56.96) (56.96) 2,759.71	2,759.71
808513BY0	CHARLES SCHWAB CORP 2.45 03/03/2027	03/09/2022 03/11/2022 750,000.00	746,520.13 0.00 0.00 746,683.25	4,491.67 0.00 6,022.92 1,531.25	163.12 0.00 163.12 1,694.37	1,694.37

INCOME EARNED

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Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
857477DB6	STATE STREET CORP 4.834 04/24/2030	 1,000,000.00	0.00 1,008,346.00 0.00 1,008,234.11	0.00 (5,854.51) 8,996.61 3,142.10	0.00 (111.89) (111.89) 3,030.21	3,030.21
87612EBM7	TARGET CORP 1.95 01/15/2027	01/19/2022 01/24/2022 535,000.00	534,703.17 0.00 0.00 534,718.19	3,941.17 0.00 4,810.54 869.38	15.02 0.00 15.02 884.39	884.39
89115A2C5	TORONTO-DOMINION BANK 4.108 06/08/2027	08/26/2022 08/30/2022 0.00	1,098,441.85 0.00 (1,098,448.20) 0.00	21,715.34 22,091.91 0.00 376.57	6.34 0.00 6.34 382.91	382.91
89236TJK2	TOYOTA MOTOR CREDIT CORP 1.125 06/18/2026	06/15/2021 06/18/2021 995,000.00	994,908.41 0.00 0.00 994,915.60	5,068.28 5,596.88 404.22 932.82	7.19 0.00 7.19 940.01	940.01
89236TMF9	TOYOTA MOTOR CREDIT CORP 5.05 05/16/2029	05/21/2024 05/23/2024 500,000.00	500,826.17 0.00 0.00 500,809.02	1,052.08 0.00 3,156.25 2,104.17	0.00 (17.15) (17.15) 2,087.01	2,087.01
89240JAD3	TAOT 25A A3 4.64 08/15/2029	01/22/2025 01/29/2025 565,000.00	564,979.02 0.00 0.00 564,979.43	1,165.16 2,184.67 1,165.16 2,184.67	0.41 0.00 0.41 2,185.08	2,185.08
91282CAT8	UNITED STATES TREASURY 0.25 10/31/2025	02/11/2021 02/12/2021 1,700,000.00	1,698,827.67 0.00 0.00 1,699,059.05	369.57 0.00 716.03 346.47	231.38 0.00 231.38 577.85	577.85
91282CAZ4	UNITED STATES TREASURY 0.375 11/30/2025	03/26/2021 03/29/2021 1,350,000.00	1,347,419.26 0.00 0.00 1,347,844.66	13.83 2,531.25 428.79 2,946.21	425.40 0.00 425.40 3,371.61	3,371.61
91282CCW9	UNITED STATES TREASURY 0.75 08/31/2026	09/17/2021 09/20/2021 480,000.00	479,341.94 0.00 0.00 479,385.24	909.78 0.00 1,203.26 293.48	43.29 0.00 43.29 336.77	336.77

INCOME EARNED

City of Brea | Account #120 | As of June 30, 2025

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
91282CCZ2	UNITED STATES TREASURY 0.875 09/30/2026	2,820,000.00	2,812,471.77 0.00 0.00 2,812,936.48	4,179.92 0.00 6,202.46 2,022.54	464.71 0.00 464.71 2,487.25	2,487.25
91282CEW7	UNITED STATES TREASURY 3.25 06/30/2027	2,250,000.00	2,255,630.34 0.00 0.00 2,255,407.80	30,704.42 36,562.50 198.71 6,056.79	0.00 (222.54) (222.54) 5,834.25	5,834.25
91282CFB2	UNITED STATES TREASURY 2.75 07/31/2027	08/22/2022 08/23/2022 600,000.00	595,543.11 0.00 0.00 595,712.36	5,515.19 0.00 6,882.60 1,367.40	169.25 0.00 169.25 1,536.65	1,536.65
91282CFH9	UNITED STATES TREASURY 3.125 08/31/2027	1,950,000.00	1,938,718.77 0.00 0.00 1,939,130.99	15,399.97 0.00 20,367.70 4,967.73	412.23 0.00 412.23 5,379.96	5,379.96
91282CGC9	UNITED STATES TREASURY 3.875 12/31/2027	03/14/2023 03/16/2023 700,000.00	699,396.24 0.00 0.00 699,415.45	11,389.50 13,562.50 73.71 2,246.71	19.21 0.00 19.21 2,265.91	2,265.91
91282CGH8	UNITED STATES TREASURY 3.5 01/31/2028	02/16/2023 02/17/2023 2,500,000.00	2,466,822.03 0.00 0.00 2,467,843.94	29,247.24 0.00 36,498.62 7,251.38	1,021.91 0.00 1,021.91 8,273.29	8,273.29
91282CGP0	UNITED STATES TREASURY 4.0 02/29/2028	2,500,000.00	2,495,478.87 0.00 0.00 2,495,614.10	25,271.74 0.00 33,423.91 8,152.17	223.02 (87.79) 135.23 8,287.40	8,287.40
91282CGQ8	UNITED STATES TREASURY 4.0 02/28/2030	04/10/2025 04/11/2025 1,000,000.00	1,000,000.00 0.00 0.00 1,000,000.00	10,108.70 0.00 13,369.57 3,260.87	0.00 0.00 0.00 3,260.87	3,260.87
91282CGS4	UNITED STATES TREASURY 3.625 03/31/2030	1,500,000.00	1,000,037.88 491,210.94 0.00 1,491,382.93	6,140.71 (3,218.92) 13,668.03 4,308.40	134.76 (0.64) 134.11 4,442.51	4,442.51

INCOME EARNED

City of Brea | Account #120 | As of June 30, 2025

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
91282CHE4	UNITED STATES TREASURY 3.625 05/31/2028	 2,425,000.00	2,398,233.14 0.00 0.00 2,398,966.48	240.18 43,953.13 7,445.61 51,158.56	733.34 0.00 733.34 51,891.90	51,891.90
91282CHX2	UNITED STATES TREASURY 4.375 08/31/2028	09/25/2023 09/26/2023 400,000.00	397,219.51 0.00 0.00 397,289.79	4,422.55 0.00 5,849.18 1,426.63	70.27 0.00 70.27 1,496.90	1,496.90
91282CJF9	UNITED STATES TREASURY 4.875 10/31/2028	10/27/2023 10/31/2023 600,000.00	601,552.96 0.00 0.00 601,515.63	2,543.48 0.00 4,927.99 2,384.51	0.00 (37.33) (37.33) 2,347.18	2,347.18
91282CJN2	UNITED STATES TREASURY 4.375 11/30/2028	12/28/2023 12/29/2023 625,000.00	635,828.44 0.00 0.00 635,574.25	74.71 13,671.88 2,316.00 15,913.17	0.00 (254.19) (254.19) 15,658.98	15,658.98
91282CJR3	UNITED STATES TREASURY 3.75 12/31/2028	 2,100,000.00	2,084,386.86 0.00 0.00 2,084,744.68	33,066.30 39,375.00 213.99 6,522.70	357.83 0.00 357.83 6,880.52	6,880.52
91282CJW2	UNITED STATES TREASURY 4.0 01/31/2029	02/16/2024 02/21/2024 1,500,000.00	1,484,696.84 0.00 0.00 1,485,039.45	20,055.25 0.00 25,027.62 4,972.38	342.61 0.00 342.61 5,314.98	5,314.98
91282CKG5	UNITED STATES TREASURY 4.125 03/31/2029	 2,300,000.00	2,272,713.77 0.00 0.00 2,273,298.89	16,071.72 0.00 23,848.36 7,776.64	585.12 0.00 585.12 8,361.76	8,361.76
91282CKP5	UNITED STATES TREASURY 4.625 04/30/2029	 2,150,000.00	2,161,215.23 0.00 0.00 2,160,979.78	8,646.74 0.00 16,753.06 8,106.32	0.00 (235.45) (235.45) 7,870.87	7,870.87
91282CKX8	UNITED STATES TREASURY 4.25 06/30/2029	07/18/2024 07/19/2024 1,000,000.00	1,005,829.97 0.00 0.00 1,005,712.59	17,845.30 21,250.00 115.49 3,520.19	0.00 (117.38) (117.38) 3,402.80	3,402.80

INCOME EARNED

City of Brea | Account #120 | As of June 30, 2025

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
91282CLK5	UNITED STATES TREASURY 3.625 08/31/2029	09/11/2024 09/13/2024 2,000,000.00	2,013,442.50 0.00 0.00 2,013,182.66	18,322.01 0.00 24,232.34 5,910.33	0.00 (259.84) (259.84) 5,650.48	5,650.48
91282CLN9	UNITED STATES TREASURY 3.5 09/30/2029	10/04/2024 10/07/2024 1,000,000.00	989,672.21 0.00 0.00 989,868.06	5,928.96 0.00 8,797.81 2,868.85	195.85 0.00 195.85 3,064.70	3,064.70
91282CMA6	UNITED STATES TREASURY 4.125 11/30/2029	12/16/2024 12/17/2024 1,500,000.00	1,492,177.10 0.00 0.00 1,492,319.94	169.06 30,937.50 5,240.78 36,009.22	142.84 0.00 142.84 36,152.06	36,152.06
91282CMG3	UNITED STATES TREASURY 4.25 01/31/2030	02/13/2025 02/14/2025 1,000,000.00	993,383.95 0.00 0.00 993,500.36	14,205.80 0.00 17,727.90 3,522.10	116.41 0.00 116.41 3,638.51	3,638.51
91324PDP4	UNITEDHEALTH GROUP INC 3.875 12/15/2028	12/12/2023 12/15/2023 650,000.00	631,856.95 0.00 0.00 632,277.90	11,614.24 12,593.75 1,119.44 2,098.96	420.95 0.00 420.95 2,519.91	2,519.91
91324PEC2	UNITEDHEALTH GROUP INC 1.15 05/15/2026	240,000.00	240,140.06 0.00 0.00 240,126.85	122.67 0.00 352.67 230.00	0.00 (13.21) (13.21) 216.79	216.79
91324PEG3	UNITEDHEALTH GROUP INC 3.7 05/15/2027	05/17/2022 05/20/2022 0.00	430,076.06 0.00 (430,074.37) 0.00	707.11 1,370.03 0.00 662.92	0.44 (2.14) (1.69) 661.23	661.23
92970QAE5	WFCIT 2024-2 A 4.29 10/15/2029	10/17/2024 10/24/2024 515,000.00	514,932.74 0.00 0.00 514,934.00	981.93 1,841.13 981.93 1,841.13	1.26 0.00 1.26 1,842.39	1,842.39
931142ER0	WALMART INC 1.05 09/17/2026	09/08/2021 09/17/2021 235,000.00	234,884.95 0.00 0.00 234,892.25	507.21 0.00 712.83 205.63	7.30 0.00 7.30 212.92	212.92

INCOME EARNED

City of Brea | Account #120 | As of June 30, 2025

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
			95,669,860.35	710,844.53	19,211.36	
			3,893,834.00	419,916.43	(4,206.89)	
			(3,713,956.42)	660,760.92	15,004.46	
Total Fixed Income		**96,473,128.65**	**95,864,742.40**	**369,832.82**	**384,837.29**	**384,837.29**
			95,985,464.58	710,844.53	19,211.36	
			5,346,233.66	421,184.68	(4,206.89)	
			(4,950,319.69)	660,760.92	15,004.46	
TOTAL PORTFOLIO		**96,913,141.20**	**96,304,754.95**	**371,101.07**	**386,105.54**	**386,105.54**

CASH FLOW REPORT

City of Brea | Account #120 | As of June 30, 2025

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
JUNE 2025							
06/30/2025	Coupon	91282CEW7	0.00	UNITED STATES TREASURY 3.25 06/30/2027		36,562.50	36,562.50
06/30/2025	Coupon	91282CJR3	0.00	UNITED STATES TREASURY 3.75 12/31/2028		39,375.00	39,375.00
06/30/2025	Coupon	91282CGC9	0.00	UNITED STATES TREASURY 3.875 12/31/2027		13,562.50	13,562.50
06/30/2025	Coupon	91282CKX8	0.00	UNITED STATES TREASURY 4.25 06/30/2029		21,250.00	21,250.00
June 2025 Total						**110,750.00**	**110,750.00**
JULY 2025							
07/01/2025	Dividend	316175884	439,278.58	FIDELITY IMM:TRS III	733.97		733.97
07/14/2025	Coupon	24422EXB0	935,000.00	JOHN DEERE CAPITAL CORP 4.95 07/14/2028		23,141.25	23,141.25
07/15/2025	Coupon	02582JKH2	720,000.00	AMXCA 2024-1 A 5.23 04/16/2029		3,138.00	3,138.00
07/15/2025	Coupon	02582JKP4	790,000.00	AMXCA 2025-2 A 4.28 04/15/2030		2,817.67	2,817.67
07/15/2025	Coupon	05522RDJ4	460,000.00	BACCT 2024-1 A 4.93 05/15/2029		1,889.83	1,889.83
07/15/2025	Coupon	161571HT4	965,000.00	CHAIT 2023-1 A 5.16 09/15/2028		4,149.50	4,149.50
07/15/2025	Coupon	437921AD1	300,000.00	HAROT 252 A3 4.15 10/15/2029		1,037.50	1,037.50
07/15/2025	Coupon	43815BAC4	30,280.24	HAROT 2022-1 A3 1.88 05/15/2026		47.44	47.44
07/15/2025	Principal Paydown	43815BAC4	30,280.24	HAROT 2022-1 A3 1.88 05/15/2026	17,540.81		17,540.81
07/15/2025	Coupon	44935CAD3	575,000.00	HART 2025-A A3 4.32 10/15/2029		2,070.00	2,070.00
07/15/2025	Coupon	47786WAD2	465,000.00	JDOT 2024-B A3 5.2 03/15/2029		2,015.00	2,015.00
07/15/2025	Coupon	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027		1,024.28	1,024.28
07/15/2025	Principal Paydown	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027	24,074.45		24,074.45
07/15/2025	Coupon	47800DAD6	460,000.00	JDOT 2025 A3 4.23 09/17/2029		1,621.50	1,621.50
07/15/2025	Coupon	58770JAD6	240,000.00	MBALT 2024-A A3 5.32 01/18/2028		1,064.12	1,064.12
07/15/2025	Coupon	58773DAD6	545,000.00	MBART 2025-1 A3 4.78 12/17/2029		2,170.92	2,170.92
07/15/2025	Coupon	87612EBM7	535,000.00	TARGET CORP 1.95 01/15/2027		5,216.25	5,216.25
07/15/2025	Coupon	89240JAD3	565,000.00	TAOT 25A A3 4.64 08/15/2029		2,184.67	2,184.67
07/15/2025	Coupon	92970QAE5	515,000.00	WFCIT 2024-2 A 4.29 10/15/2029		1,841.13	1,841.13
07/16/2025	Coupon	362554AC1	592.29	GMCAR 2021-4 A3 0.68 09/16/2026		5.38	5.38
07/16/2025	Principal Paydown	362554AC1	592.29	GMCAR 2021-4 A3 0.68 09/16/2026	6,788.61		6,788.61
07/16/2025	Coupon	362955AD8	375,000.00	GMCAR 2025-1 A3 4.62 12/17/2029		1,443.75	1,443.75
07/16/2025	Coupon	380146AC4	6,157.93	GMCAR 2022-1 A3 1.26 11/16/2026		9.83	9.83
07/16/2025	Principal Paydown	380146AC4	6,157.93	GMCAR 2022-1 A3 1.26 11/16/2026	6,639.85		6,639.85
07/17/2025	Coupon	713448FX1	830,000.00	PEPSICO INC 4.5 07/17/2029		18,675.00	18,675.00

CASH FLOW REPORT

City of Brea | Account #120 | As of June 30, 2025

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/18/2025	Coupon	437930AC4	310,000.00	HAROT 2024-2 A3 5.27 11/20/2028		1,361.42	1,361.42
07/21/2025	Coupon	36269WAD1	330,000.00	GMALT 2024-2 A3 5.39 07/20/2027		1,482.25	1,482.25
07/21/2025	Coupon	362962AD4	440,000.00	GMALT 2025-2 A3 4.58 05/22/2028		1,756.33	1,756.33
07/21/2025	Coupon	43813YAC6	575,000.00	HAROT 2024-3 A3 4.57 03/21/2029		2,189.79	2,189.79
07/23/2025	Coupon	46647PAM8	1,000,000.00	JPMORGAN CHASE & CO 3.509 01/23/2029		17,545.00	17,545.00
07/25/2025	Coupon	096919AD7	410,000.00	BMWOT 2024-A A3 5.18 02/26/2029		1,769.83	1,769.83
07/25/2025	Coupon	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026		1,162.80	1,162.80
07/25/2025	Principal Paydown	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026	1,166.75		1,166.75
07/25/2025	Coupon	3137BXQY1	1,000,000.00	FHMS K-064 A2 3.224 03/25/2027		2,686.67	2,686.67
07/25/2025	Coupon	3137FCLD4	2,000,000.00	FHMS K-071 A2 3.286 11/25/2027		5,476.67	5,476.67
07/25/2025	Coupon	3137FETN0	1,500,000.00	FHMS K-073 A2 3.35 01/25/2028		4,187.50	4,187.50
07/25/2025	Coupon	3137FEZU7	1,200,000.00	FHMS K-076 A2 3.9 04/25/2028		3,900.00	3,900.00
07/25/2025	Coupon	3137FGR31	1,300,000.00	FHMS K-078 A2 3.854 06/25/2028		4,175.17	4,175.17
07/25/2025	Coupon	3137FJKE8	600,000.00	FHMS K-082 A2 3.92 09/25/2028		1,960.00	1,960.00
07/25/2025	Coupon	3137FLMV3	1,000,000.00	FHMS K-090 A2 3.422 02/25/2029		2,851.67	2,851.67
07/25/2025	Coupon	3137FRUT6	1,000,000.00	FHMS K-106 A2 2.069 01/25/2030		1,724.17	1,724.17
07/25/2025	Coupon	3137H5YC5	1,500,000.00	FHMS K-748 A2 2.26 01/25/2029		2,825.00	2,825.00
07/31/2025	Coupon	91282CFB2	600,000.00	UNITED STATES TREASURY 2.75 07/31/2027		8,250.00	8,250.00
07/31/2025	Coupon	91282CGH8	2,500,000.00	UNITED STATES TREASURY 3.5 01/31/2028		43,750.00	43,750.00
07/31/2025	Coupon	91282CJW2	1,500,000.00	UNITED STATES TREASURY 4.0 01/31/2029		30,000.00	30,000.00
07/31/2025	Coupon	91282CMG3	1,000,000.00	UNITED STATES TREASURY 4.25 01/31/2030		21,250.00	21,250.00
July 2025 Total					**56,944.44**	**235,867.27**	**292,811.71**
AUGUST 2025							
08/01/2025	Coupon	13063EGT7	965,000.00	CALIFORNIA STATE 4.5 08/01/2029		21,712.50	21,712.50
08/01/2025	Coupon	78016HZS2	650,000.00	ROYAL BANK OF CANADA 5.2 08/01/2028		16,900.00	16,900.00
08/07/2025	Coupon	63743HFX5	1,000,000.00	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 4.95 02/07/2030		24,750.00	24,750.00
08/15/2025	Coupon	02582JKH2	720,000.00	AMXCA 2024-1 A 5.23 04/16/2029		3,138.00	3,138.00
08/15/2025	Coupon	02582JKP4	790,000.00	AMXCA 2025-2 A 4.28 04/15/2030		2,817.67	2,817.67
08/15/2025	Coupon	05522RDJ4	460,000.00	BACCT 2024-1 A 4.93 05/15/2029		1,889.83	1,889.83
08/15/2025	Coupon	161571HT4	965,000.00	CHAIT 2023-1 A 5.16 09/15/2028		4,149.50	4,149.50
08/15/2025	Coupon	171239AL0	505,000.00	CHUBB INA HOLDINGS LLC 4.65 08/15/2029		11,741.25	11,741.25

CASH FLOW REPORT

City of Brea | Account #120 | As of June 30, 2025

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/15/2025	Coupon	30303M8S4	532,000.00	META PLATFORMS INC 4.3 08/15/2029		11,438.00	11,438.00
08/15/2025	Coupon	437921AD1	300,000.00	HAROT 252 A3 4.15 10/15/2029		1,037.50	1,037.50
08/15/2025	Coupon	43815BAC4	30,280.24	HAROT 2022-1 A3 1.88 05/15/2026		19.96	19.96
08/15/2025	Effective Maturity	43815BAC4	30,280.24	HAROT 2022-1 A3 1.88 05/15/2026	12,739.43		12,739.43
08/15/2025	Coupon	44935CAD3	575,000.00	HART 2025-A A3 4.32 10/15/2029		2,070.00	2,070.00
08/15/2025	Coupon	47786WAD2	465,000.00	JDOT 2024-B A3 5.2 03/15/2029		2,015.00	2,015.00
08/15/2025	Coupon	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027		922.17	922.17
08/15/2025	Principal Paydown	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027	23,841.10		23,841.10
08/15/2025	Coupon	47800DAD6	460,000.00	JDOT 2025 A3 4.23 09/17/2029		1,621.50	1,621.50
08/15/2025	Coupon	58770JAD6	240,000.00	MBALT 2024-A A3 5.32 01/18/2028		1,064.12	1,064.12
08/15/2025	Coupon	58773DAD6	545,000.00	MBART 2025-1 A3 4.78 12/17/2029		2,170.92	2,170.92
08/15/2025	Coupon	89240JAD3	565,000.00	TAOT 25A A3 4.64 08/15/2029		2,184.67	2,184.67
08/15/2025	Coupon	92970QAE5	515,000.00	WFCIT 2024-2 A 4.29 10/15/2029		1,841.13	1,841.13
08/18/2025	Coupon	362554AC1	592.29	GMCAR 2021-4 A3 0.68 09/16/2026		1.53	1.53
08/18/2025	Effective Maturity	362554AC1	592.29	GMCAR 2021-4 A3 0.68 09/16/2026	2,705.58		2,705.58
08/18/2025	Coupon	362955AD8	375,000.00	GMCAR 2025-1 A3 4.62 12/17/2029		1,443.75	1,443.75
08/18/2025	Coupon	380146AC4	6,157.93	GMCAR 2022-1 A3 1.26 11/16/2026		2.86	2.86
08/18/2025	Effective Maturity	380146AC4	6,157.93	GMCAR 2022-1 A3 1.26 11/16/2026	2,721.02		2,721.02
08/18/2025	Coupon	437930AC4	310,000.00	HAROT 2024-2 A3 5.27 11/20/2028		1,361.42	1,361.42
08/20/2025	Coupon	36269WAD1	330,000.00	GMALT 2024-2 A3 5.39 07/20/2027		1,482.25	1,482.25
08/20/2025	Coupon	362962AD4	440,000.00	GMALT 2025-2 A3 4.58 05/22/2028		1,756.33	1,756.33
08/21/2025	Coupon	43813YAC6	575,000.00	HAROT 2024-3 A3 4.57 03/21/2029		2,189.79	2,189.79
08/25/2025	Coupon	096919AD7	410,000.00	BMWOT 2024-A A3 5.18 02/26/2029		1,769.83	1,769.83
08/25/2025	Coupon	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026		1,160.34	1,160.34
08/25/2025	Principal Paydown	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026	1,099.59		1,099.59
08/25/2025	Coupon	3137BXQY1	1,000,000.00	FHMS K-064 A2 3.224 03/25/2027		2,686.67	2,686.67
08/25/2025	Coupon	3137FCLD4	2,000,000.00	FHMS K-071 A2 3.286 11/25/2027		5,476.67	5,476.67
08/25/2025	Coupon	3137FETN0	1,500,000.00	FHMS K-073 A2 3.35 01/25/2028		4,187.50	4,187.50
08/25/2025	Coupon	3137FEZU7	1,200,000.00	FHMS K-076 A2 3.9 04/25/2028		3,900.00	3,900.00
08/25/2025	Coupon	3137FGR31	1,300,000.00	FHMS K-078 A2 3.854 06/25/2028		4,175.17	4,175.17
08/25/2025	Coupon	3137FJKE8	600,000.00	FHMS K-082 A2 3.92 09/25/2028		1,960.00	1,960.00
08/25/2025	Coupon	3137FLMV3	1,000,000.00	FHMS K-090 A2 3.422 02/25/2029		2,851.67	2,851.67

CASH FLOW REPORT

City of Brea | Account #120 | As of June 30, 2025

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/25/2025	Coupon	3137FRUT6	1,000,000.00	FHMS K-106 A2 2.069 01/25/2030		1,724.17	1,724.17
08/25/2025	Coupon	3137H5YC5	1,500,000.00	FHMS K-748 A2 2.26 01/25/2029		2,825.00	2,825.00
08/26/2025	Coupon	17275RBR2	490,000.00	CISCO SYSTEMS INC 4.85 02/26/2029		11,882.50	11,882.50
08/27/2025	Coupon	14913UAJ9	1,000,000.00	CATERPILLAR FINANCIAL SERVICES CORP 4.85 02/27/2029		24,250.00	24,250.00
August 2025 Total					**43,106.71**	**190,571.15**	**233,677.87**
SEPTEMBER 2025							
09/02/2025	Coupon	74456QBX3	1,200,000.00	PUBLIC SERVICE ELECTRIC AND GAS CO 3.65 09/01/2028		21,900.00	21,900.00
09/02/2025	Coupon	91282CCW9	480,000.00	UNITED STATES TREASURY 0.75 08/31/2026		1,800.00	1,800.00
09/02/2025	Coupon	91282CFH9	1,950,000.00	UNITED STATES TREASURY 3.125 08/31/2027		30,468.75	30,468.75
09/02/2025	Coupon	91282CGP0	2,500,000.00	UNITED STATES TREASURY 4.0 02/29/2028		50,000.00	50,000.00
09/02/2025	Coupon	91282CGQ8	1,000,000.00	UNITED STATES TREASURY 4.0 02/28/2030		20,000.00	20,000.00
09/02/2025	Coupon	91282CHX2	400,000.00	UNITED STATES TREASURY 4.375 08/31/2028		8,750.00	8,750.00
09/02/2025	Coupon	91282CLK5	2,000,000.00	UNITED STATES TREASURY 3.625 08/31/2029		36,250.00	36,250.00
09/03/2025	Coupon	808513BY0	750,000.00	CHARLES SCHWAB CORP 2.45 03/03/2027		9,187.50	9,187.50
09/05/2025	Coupon	02665WFY2	795,000.00	AMERICAN HONDA FINANCE CORP 4.8 03/05/2030		19,080.00	19,080.00
09/08/2025	Coupon	3130AWTR1	2,000,000.00	FEDERAL HOME LOAN BANKS 4.375 09/08/2028		43,750.00	43,750.00
09/11/2025	Coupon	037833DN7	450,000.00	APPLE INC 2.05 09/11/2026		4,612.50	4,612.50
09/15/2025	Coupon	00287YDZ9	1,000,000.00	ABBVIE INC 4.875 03/15/2030		26,947.92	26,947.92
09/15/2025	Coupon	02582JKH2	720,000.00	AMXCA 2024-1 A 5.23 04/16/2029		3,138.00	3,138.00
09/15/2025	Coupon	02582JKP4	790,000.00	AMXCA 2025-2 A 4.28 04/15/2030		2,817.67	2,817.67
09/15/2025	Coupon	05522RDJ4	460,000.00	BACCT 2024-1 A 4.93 05/15/2029		1,889.83	1,889.83
09/15/2025	Coupon	06368FAC3	500,000.00	BANK OF MONTREAL 1.25 09/15/2026		3,125.00	3,125.00
09/15/2025	Coupon	084664CZ2	1,080,000.00	BERKSHIRE HATHAWAY FINANCE CORP 2.3 03/15/2027		12,420.00	12,420.00
09/15/2025	Coupon	161571HT4	965,000.00	CHAIT 2023-1 A 5.16 09/15/2028		4,149.50	4,149.50
09/15/2025	Coupon	437921AD1	300,000.00	HAROT 252 A3 4.15 10/15/2029		1,037.50	1,037.50
09/15/2025	Coupon	44935CAD3	575,000.00	HART 2025-A A3 4.32 10/15/2029		2,070.00	2,070.00
09/15/2025	Coupon	47786WAD2	465,000.00	JDOT 2024-B A3 5.2 03/15/2029		2,015.00	2,015.00
09/15/2025	Coupon	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027		821.04	821.04

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/15/2025	Principal Paydown	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027	20,492.19		20,492.19
09/15/2025	Coupon	47800DAD6	460,000.00	JDOT 2025 A3 4.23 09/17/2029		1,621.50	1,621.50
09/15/2025	Coupon	571748CA8	1,000,000.00	MARSH & MCLENNAN COMPANIES INC 4.65 03/15/2030		23,250.00	23,250.00
09/15/2025	Coupon	58770JAD6	240,000.00	MBALT 2024-A A3 5.32 01/18/2028		1,064.12	1,064.12
09/15/2025	Coupon	58773DAD6	545,000.00	MBART 2025-1 A3 4.78 12/17/2029		2,170.92	2,170.92
09/15/2025	Coupon	74340XBX8	500,000.00	PROLOGIS LP 4.0 09/15/2028		10,000.00	10,000.00
09/15/2025	Coupon	89240JAD3	565,000.00	TAOT 25A A3 4.64 08/15/2029		2,184.67	2,184.67
09/15/2025	Coupon	92970QAE5	515,000.00	WFCIT 2024-2 A 4.29 10/15/2029		1,841.13	1,841.13
09/16/2025	Coupon	362955AD8	375,000.00	GMCAR 2025-1 A3 4.62 12/17/2029		1,443.75	1,443.75
09/17/2025	Coupon	931142ER0	235,000.00	WALMART INC 1.05 09/17/2026		1,233.75	1,233.75
09/18/2025	Coupon	437930AC4	310,000.00	HAROT 2024-2 A3 5.27 11/20/2028		1,361.42	1,361.42
09/22/2025	Coupon	36269WAD1	330,000.00	GMALT 2024-2 A3 5.39 07/20/2027		1,482.25	1,482.25
09/22/2025	Coupon	362962AD4	440,000.00	GMALT 2025-2 A3 4.58 05/22/2028		1,756.33	1,756.33
09/22/2025	Coupon	43813YAC6	575,000.00	HAROT 2024-3 A3 4.57 03/21/2029		2,189.79	2,189.79
09/22/2025	Coupon	459058LR2	1,000,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.125 03/20/2030		20,625.00	20,625.00
09/25/2025	Coupon	096919AD7	410,000.00	BMWOT 2024-A A3 5.18 02/26/2029		1,769.83	1,769.83
09/25/2025	Coupon	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026		1,158.03	1,158.03
09/25/2025	Principal Paydown	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026	5,195.36		5,195.36
09/25/2025	Coupon	3137BXQY1	1,000,000.00	FHMS K-064 A2 3.224 03/25/2027		2,686.67	2,686.67
09/25/2025	Coupon	3137FCLD4	2,000,000.00	FHMS K-071 A2 3.286 11/25/2027		5,476.67	5,476.67
09/25/2025	Coupon	3137FETN0	1,500,000.00	FHMS K-073 A2 3.35 01/25/2028		4,187.50	4,187.50
09/25/2025	Coupon	3137FEZU7	1,200,000.00	FHMS K-076 A2 3.9 04/25/2028		3,900.00	3,900.00
09/25/2025	Coupon	3137FGR31	1,300,000.00	FHMS K-078 A2 3.854 06/25/2028		4,175.17	4,175.17
09/25/2025	Coupon	3137FJKE8	600,000.00	FHMS K-082 A2 3.92 09/25/2028		1,960.00	1,960.00
09/25/2025	Coupon	3137FLMV3	1,000,000.00	FHMS K-090 A2 3.422 02/25/2029		2,851.67	2,851.67
09/25/2025	Coupon	3137FRUT6	1,000,000.00	FHMS K-106 A2 2.069 01/25/2030		1,724.17	1,724.17
09/25/2025	Coupon	3137H5YC5	1,500,000.00	FHMS K-748 A2 2.26 01/25/2029		2,825.00	2,825.00
09/26/2025	Coupon	69371RT48	1,100,000.00	PACCAR FINANCIAL CORP 4.0 09/26/2029		22,000.00	22,000.00
09/30/2025	Coupon	91282CCZ2	2,820,000.00	UNITED STATES TREASURY 0.875 09/30/2026		12,337.50	12,337.50
09/30/2025	Coupon	91282CGS4	1,500,000.00	UNITED STATES TREASURY 3.625 03/31/2030		27,187.50	27,187.50

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/30/2025	Coupon	91282CKG5	2,300,000.00	UNITED STATES TREASURY 4.125 03/31/2029		47,437.50	47,437.50
09/30/2025	Coupon	91282CLN9	1,000,000.00	UNITED STATES TREASURY 3.5 09/30/2029		17,500.00	17,500.00
September 2025 Total					**25,687.56**	**537,632.03**	**563,319.59**
OCTOBER 2025							
10/15/2025	Coupon	02582JKH2	720,000.00	AMXCA 2024-1 A 5.23 04/16/2029		3,138.00	3,138.00
10/15/2025	Coupon	02582JKP4	790,000.00	AMXCA 2025-2 A 4.28 04/15/2030		2,817.67	2,817.67
10/15/2025	Coupon	05522RDJ4	460,000.00	BACCT 2024-1 A 4.93 05/15/2029		1,889.83	1,889.83
10/15/2025	Coupon	161571HT4	965,000.00	CHAIT 2023-1 A 5.16 09/15/2028		4,149.50	4,149.50
10/15/2025	Coupon	437921AD1	300,000.00	HAROT 252 A3 4.15 10/15/2029		1,037.50	1,037.50
10/15/2025	Coupon	44935CAD3	575,000.00	HART 2025-A A3 4.32 10/15/2029		2,070.00	2,070.00
10/15/2025	Coupon	47786WAD2	465,000.00	JDOT 2024-B A3 5.2 03/15/2029		2,015.00	2,015.00
10/15/2025	Coupon	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027		734.12	734.12
10/15/2025	Principal Paydown	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027	15,228.19		15,228.19
10/15/2025	Coupon	47800DAD6	460,000.00	JDOT 2025 A3 4.23 09/17/2029		1,621.50	1,621.50
10/15/2025	Coupon	58770JAD6	240,000.00	MBALT 2024-A A3 5.32 01/18/2028		1,064.12	1,064.12
10/15/2025	Coupon	58773DAD6	545,000.00	MBART 2025-1 A3 4.78 12/17/2029		2,170.92	2,170.92
10/15/2025	Coupon	89240JAD3	565,000.00	TAOT 25A A3 4.64 08/15/2029		2,184.67	2,184.67
10/15/2025	Coupon	92970QAE5	515,000.00	WFCIT 2024-2 A 4.29 10/15/2029		1,841.13	1,841.13
10/16/2025	Coupon	362955AD8	375,000.00	GMCAR 2025-1 A3 4.62 12/17/2029		1,443.75	1,443.75
10/16/2025	Coupon	459058LN1	1,000,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.875 10/16/2029		19,375.00	19,375.00
10/20/2025	Coupon	36269WAD1	330,000.00	GMALT 2024-2 A3 5.39 07/20/2027		1,482.25	1,482.25
10/20/2025	Coupon	362962AD4	440,000.00	GMALT 2025-2 A3 4.58 05/22/2028		1,756.33	1,756.33
10/20/2025	Coupon	437930AC4	310,000.00	HAROT 2024-2 A3 5.27 11/20/2028		1,361.42	1,361.42
10/20/2025	Coupon	4581X0DV7	1,915,000.00	INTER-AMERICAN DEVELOPMENT BANK 0.875 04/20/2026		8,378.13	8,378.13
10/21/2025	Coupon	43813YAC6	575,000.00	HAROT 2024-3 A3 4.57 03/21/2029		2,189.79	2,189.79
10/24/2025	Coupon	857477DB6	1,000,000.00	STATE STREET CORP 4.834 04/24/2030		24,170.00	24,170.00
10/27/2025	Coupon	096919AD7	410,000.00	BMWOT 2024-A A3 5.18 02/26/2029		1,769.83	1,769.83
10/27/2025	Coupon	3133EPGW9	1,250,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 3.875 04/25/2028		24,218.75	24,218.75

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/27/2025	Coupon	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026		1,147.10	1,147.10
10/27/2025	Principal Paydown	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026	13,559.13		13,559.13
10/27/2025	Coupon	3137BXQY1	1,000,000.00	FHMS K-064 A2 3.224 03/25/2027		2,686.67	2,686.67
10/27/2025	Coupon	3137FCLD4	2,000,000.00	FHMS K-071 A2 3.286 11/25/2027		5,476.67	5,476.67
10/27/2025	Coupon	3137FETN0	1,500,000.00	FHMS K-073 A2 3.35 01/25/2028		4,187.50	4,187.50
10/27/2025	Coupon	3137FEZU7	1,200,000.00	FHMS K-076 A2 3.9 04/25/2028		3,900.00	3,900.00
10/27/2025	Coupon	3137FGR31	1,300,000.00	FHMS K-078 A2 3.854 06/25/2028		4,175.17	4,175.17
10/27/2025	Coupon	3137FJKE8	600,000.00	FHMS K-082 A2 3.92 09/25/2028		1,960.00	1,960.00
10/27/2025	Coupon	3137FLMV3	1,000,000.00	FHMS K-090 A2 3.422 02/25/2029		2,851.67	2,851.67
10/27/2025	Coupon	3137FRUT6	1,000,000.00	FHMS K-106 A2 2.069 01/25/2030		1,724.17	1,724.17
10/27/2025	Coupon	3137H5YC5	1,500,000.00	FHMS K-748 A2 2.26 01/25/2029		2,825.00	2,825.00
10/28/2025	Coupon	459058JL8	945,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 0.5 10/28/2025		2,362.50	2,362.50
10/28/2025	Final Maturity	459058JL8	945,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 0.5 10/28/2025	945,000.00		945,000.00
10/31/2025	Coupon	91282CAT8	1,700,000.00	UNITED STATES TREASURY 0.25 10/31/2025		2,125.00	2,125.00
10/31/2025	Final Maturity	91282CAT8	1,700,000.00	UNITED STATES TREASURY 0.25 10/31/2025	1,700,000.00		1,700,000.00
10/31/2025	Coupon	91282CJF9	600,000.00	UNITED STATES TREASURY 4.875 10/31/2028		14,625.00	14,625.00
10/31/2025	Coupon	91282CKP5	2,150,000.00	UNITED STATES TREASURY 4.625 04/30/2029		49,718.75	49,718.75
October 2025 Total					**2,673,787.32**	**212,644.38**	**2,886,431.71**
NOVEMBER 2025							
11/07/2025	Coupon	3135G06G3	1,825,000.00	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.5 11/07/2025		4,562.50	4,562.50
11/07/2025	Final Maturity	3135G06G3	1,825,000.00	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.5 11/07/2025	1,825,000.00		1,825,000.00
11/12/2025	Coupon	023135BX3	1,455,000.00	AMAZON.COM INC 1.0 05/12/2026		7,275.00	7,275.00
11/17/2025	Coupon	02582JKH2	720,000.00	AMXCA 2024-1 A 5.23 04/16/2029		3,138.00	3,138.00
11/17/2025	Coupon	02582JKP4	790,000.00	AMXCA 2025-2 A 4.28 04/15/2030		2,817.67	2,817.67
11/17/2025	Coupon	05522RDJ4	460,000.00	BACCT 2024-1 A 4.93 05/15/2029		1,889.83	1,889.83
11/17/2025	Coupon	161571HT4	965,000.00	CHAIT 2023-1 A 5.16 09/15/2028		4,149.50	4,149.50
11/17/2025	Coupon	362955AD8	375,000.00	GMCAR 2025-1 A3 4.62 12/17/2029		1,443.75	1,443.75
11/17/2025	Coupon	437921AD1	300,000.00	HAROT 252 A3 4.15 10/15/2029		1,037.50	1,037.50

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/17/2025	Coupon	44935CAD3	575,000.00	HART 2025-A A3 4.32 10/15/2029		2,070.00	2,070.00
11/17/2025	Coupon	47786WAD2	465,000.00	JDOT 2024-B A3 5.2 03/15/2029		2,015.00	2,015.00
11/17/2025	Coupon	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027		669.53	669.53
11/17/2025	Principal Paydown	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027	16,691.16		16,691.16
11/17/2025	Coupon	47800DAD6	460,000.00	JDOT 2025 A3 4.23 09/17/2029		1,621.50	1,621.50
11/17/2025	Coupon	58770JAD6	240,000.00	MBALT 2024-A A3 5.32 01/18/2028		1,064.12	1,064.12
11/17/2025	Coupon	58773DAD6	545,000.00	MBART 2025-1 A3 4.78 12/17/2029		2,170.92	2,170.92
11/17/2025	Coupon	89236TMF9	500,000.00	TOYOTA MOTOR CREDIT CORP 5.05 05/16/2029		12,625.00	12,625.00
11/17/2025	Coupon	89240JAD3	565,000.00	TAOT 25A A3 4.64 08/15/2029		2,184.67	2,184.67
11/17/2025	Coupon	91324PEC2	240,000.00	UNITEDHEALTH GROUP INC 1.15 05/15/2026		1,380.00	1,380.00
11/17/2025	Coupon	92970QAE5	515,000.00	WFCIT 2024-2 A 4.29 10/15/2029		1,841.13	1,841.13
11/18/2025	Coupon	437930AC4	310,000.00	HAROT 2024-2 A3 5.27 11/20/2028		1,361.42	1,361.42
11/20/2025	Coupon	36269WAD1	330,000.00	GMALT 2024-2 A3 5.39 07/20/2027		1,482.25	1,482.25
11/20/2025	Principal Paydown	36269WAD1	330,000.00	GMALT 2024-2 A3 5.39 07/20/2027	6,078.99		6,078.99
11/20/2025	Coupon	362962AD4	440,000.00	GMALT 2025-2 A3 4.58 05/22/2028		1,756.33	1,756.33
11/21/2025	Coupon	43813YAC6	575,000.00	HAROT 2024-3 A3 4.57 03/21/2029		2,189.79	2,189.79
11/25/2025	Coupon	096919AD7	410,000.00	BMWOT 2024-A A3 5.18 02/26/2029		1,769.83	1,769.83
11/25/2025	Coupon	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026		1,118.57	1,118.57
11/25/2025	Principal Paydown	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026	23,264.08		23,264.08
11/25/2025	Coupon	3137BXQY1	1,000,000.00	FHMS K-064 A2 3.224 03/25/2027		2,686.67	2,686.67
11/25/2025	Coupon	3137FCLD4	2,000,000.00	FHMS K-071 A2 3.286 11/25/2027		5,476.67	5,476.67
11/25/2025	Coupon	3137FETN0	1,500,000.00	FHMS K-073 A2 3.35 01/25/2028		4,187.50	4,187.50
11/25/2025	Coupon	3137FEZU7	1,200,000.00	FHMS K-076 A2 3.9 04/25/2028		3,900.00	3,900.00
11/25/2025	Coupon	3137FGR31	1,300,000.00	FHMS K-078 A2 3.854 06/25/2028		4,175.17	4,175.17
11/25/2025	Coupon	3137FJKE8	600,000.00	FHMS K-082 A2 3.92 09/25/2028		1,960.00	1,960.00
11/25/2025	Coupon	3137FLMV3	1,000,000.00	FHMS K-090 A2 3.422 02/25/2029		2,851.67	2,851.67
11/25/2025	Coupon	3137FRUT6	1,000,000.00	FHMS K-106 A2 2.069 01/25/2030		1,724.17	1,724.17
11/25/2025	Coupon	3137H5YC5	1,500,000.00	FHMS K-748 A2 2.26 01/25/2029		2,825.00	2,825.00
November 2025 Total					**1,871,034.23**	**93,420.64**	**1,964,454.87**
DECEMBER 2025							

CASH FLOW REPORT

City of Brea | Account #120 | As of June 30, 2025

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
12/01/2025	Coupon	26442CAS3	850,000.00	DUKE ENERGY CAROLINAS LLC 2.95 12/01/2026		12,537.50	12,537.50
12/01/2025	Coupon	91282CAZ4	1,350,000.00	UNITED STATES TREASURY 0.375 11/30/2025		2,531.25	2,531.25
12/01/2025	Final Maturity	91282CAZ4	1,350,000.00	UNITED STATES TREASURY 0.375 11/30/2025	1,350,000.00		1,350,000.00
12/01/2025	Coupon	91282CHE4	2,425,000.00	UNITED STATES TREASURY 3.625 05/31/2028		43,953.13	43,953.13
12/01/2025	Coupon	91282CJN2	625,000.00	UNITED STATES TREASURY 4.375 11/30/2028		13,671.88	13,671.88
12/01/2025	Coupon	91282CMA6	1,500,000.00	UNITED STATES TREASURY 4.125 11/30/2029		30,937.50	30,937.50
12/08/2025	Coupon	3133EPME2	850,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 3.875 06/08/2028		16,468.75	16,468.75
12/11/2025	Coupon	24422EXT1	500,000.00	JOHN DEERE CAPITAL CORP 4.85 06/11/2029		12,125.00	12,125.00
12/15/2025	Coupon	02582JKH2	720,000.00	AMXCA 2024-1 A 5.23 04/16/2029		3,138.00	3,138.00
12/15/2025	Coupon	02582JKP4	790,000.00	AMXCA 2025-2 A 4.28 04/15/2030		2,817.67	2,817.67
12/15/2025	Coupon	05522RDJ4	460,000.00	BACCT 2024-1 A 4.93 05/15/2029		1,889.83	1,889.83
12/15/2025	Coupon	161571HT4	965,000.00	CHAIT 2023-1 A 5.16 09/15/2028		4,149.50	4,149.50
12/15/2025	Coupon	341081GT8	1,000,000.00	FLORIDA POWER & LIGHT CO 5.15 06/15/2029		25,750.00	25,750.00
12/15/2025	Coupon	437921AD1	300,000.00	HAROT 252 A3 4.15 10/15/2029		1,037.50	1,037.50
12/15/2025	Coupon	44935CAD3	575,000.00	HART 2025-A A3 4.32 10/15/2029		2,070.00	2,070.00
12/15/2025	Coupon	47786WAD2	465,000.00	JDOT 2024-B A3 5.2 03/15/2029		2,015.00	2,015.00
12/15/2025	Coupon	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027		598.73	598.73
12/15/2025	Principal Paydown	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027	13,574.53		13,574.53
12/15/2025	Coupon	47800DAD6	460,000.00	JDOT 2025 A3 4.23 09/17/2029		1,621.50	1,621.50
12/15/2025	Coupon	58770JAD6	240,000.00	MBALT 2024-A A3 5.32 01/18/2028		1,064.12	1,064.12
12/15/2025	Coupon	58773DAD6	545,000.00	MBART 2025-1 A3 4.78 12/17/2029		2,170.92	2,170.92
12/15/2025	Coupon	74340XCG4	575,000.00	PROLOGIS LP 4.875 06/15/2028		14,015.63	14,015.63
12/15/2025	Coupon	756109BS2	1,000,000.00	REALTY INCOME CORP 4.7 12/15/2028		23,500.00	23,500.00
12/15/2025	Coupon	89240JAD3	565,000.00	TAOT 25A A3 4.64 08/15/2029		2,184.67	2,184.67
12/15/2025	Coupon	91324PDP4	650,000.00	UNITEDHEALTH GROUP INC 3.875 12/15/2028		12,593.75	12,593.75
12/15/2025	Coupon	92970QAE5	515,000.00	WFCIT 2024-2 A 4.29 10/15/2029		1,841.13	1,841.13
12/16/2025	Coupon	362955AD8	375,000.00	GMCAR 2025-1 A3 4.62 12/17/2029		1,443.75	1,443.75
12/18/2025	Coupon	437930AC4	310,000.00	HAROT 2024-2 A3 5.27 11/20/2028		1,361.42	1,361.42
12/18/2025	Principal Paydown	437930AC4	310,000.00	HAROT 2024-2 A3 5.27 11/20/2028	5,049.02		5,049.02

CASH FLOW REPORT

City of Brea | Account #120 | As of June 30, 2025

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
12/18/2025	Coupon	89236TJK2	995,000.00	TOYOTA MOTOR CREDIT CORP 1.125 06/18/2026		5,596.88	5,596.88
12/22/2025	Coupon	36269WAD1	330,000.00	GMALT 2024-2 A3 5.39 07/20/2027		1,454.95	1,454.95
12/22/2025	Principal Paydown	36269WAD1	330,000.00	GMALT 2024-2 A3 5.39 07/20/2027	35,133.27		35,133.27
12/22/2025	Coupon	362962AD4	440,000.00	GMALT 2025-2 A3 4.58 05/22/2028		1,756.33	1,756.33
12/22/2025	Coupon	43813YAC6	575,000.00	HAROT 2024-3 A3 4.57 03/21/2029		2,189.79	2,189.79
12/25/2025	Coupon	096919AD7	410,000.00	BMWOT 2024-A A3 5.18 02/26/2029		1,769.83	1,769.83
12/25/2025	Coupon	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026		1,069.61	1,069.61
12/25/2025	Principal Paydown	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026	27,009.22		27,009.22
12/25/2025	Coupon	3137BXQY1	1,000,000.00	FHMS K-064 A2 3.224 03/25/2027		2,686.67	2,686.67
12/25/2025	Coupon	3137FCLD4	2,000,000.00	FHMS K-071 A2 3.286 11/25/2027		5,476.67	5,476.67
12/25/2025	Coupon	3137FETN0	1,500,000.00	FHMS K-073 A2 3.35 01/25/2028		4,187.50	4,187.50
12/25/2025	Coupon	3137FEZU7	1,200,000.00	FHMS K-076 A2 3.9 04/25/2028		3,900.00	3,900.00
12/25/2025	Coupon	3137FGR31	1,300,000.00	FHMS K-078 A2 3.854 06/25/2028		4,175.17	4,175.17
12/25/2025	Coupon	3137FJKE8	600,000.00	FHMS K-082 A2 3.92 09/25/2028		1,960.00	1,960.00
12/25/2025	Coupon	3137FLMV3	1,000,000.00	FHMS K-090 A2 3.422 02/25/2029		2,851.67	2,851.67
12/25/2025	Coupon	3137FRUT6	1,000,000.00	FHMS K-106 A2 2.069 01/25/2030		1,724.17	1,724.17
12/25/2025	Coupon	3137H5YC5	1,500,000.00	FHMS K-748 A2 2.26 01/25/2029		2,825.00	2,825.00
12/26/2025	Coupon	437076DC3	950,000.00	HOME DEPOT INC 4.75 06/25/2029		22,562.50	22,562.50
12/31/2025	Coupon	91282CEW7	2,250,000.00	UNITED STATES TREASURY 3.25 06/30/2027		36,562.50	36,562.50
12/31/2025	Coupon	91282CGC9	700,000.00	UNITED STATES TREASURY 3.875 12/31/2027		13,562.50	13,562.50
12/31/2025	Coupon	91282CJR3	2,100,000.00	UNITED STATES TREASURY 3.75 12/31/2028		39,375.00	39,375.00
12/31/2025	Coupon	91282CKX8	1,000,000.00	UNITED STATES TREASURY 4.25 06/30/2029		21,250.00	21,250.00
December 2025 Total					**1,430,766.04**	**414,424.83**	**1,845,190.87**
JANUARY 2026							
01/14/2026	Coupon	24422EXB0	935,000.00	JOHN DEERE CAPITAL CORP 4.95 07/14/2028		23,141.25	23,141.25
01/15/2026	Coupon	02582JKH2	720,000.00	AMXCA 2024-1 A 5.23 04/16/2029		3,138.00	3,138.00
01/15/2026	Coupon	02582JKP4	790,000.00	AMXCA 2025-2 A 4.28 04/15/2030		2,817.67	2,817.67
01/15/2026	Coupon	05522RDJ4	460,000.00	BACCT 2024-1 A 4.93 05/15/2029		1,889.83	1,889.83
01/15/2026	Coupon	161571HT4	965,000.00	CHAIT 2023-1 A 5.16 09/15/2028		4,149.50	4,149.50
01/15/2026	Coupon	437921AD1	300,000.00	HAROT 252 A3 4.15 10/15/2029		1,037.50	1,037.50

CASH FLOW REPORT

City of Brea | Account #120 | As of June 30, 2025

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/15/2026	Coupon	44935CAD3	575,000.00	HART 2025-A A3 4.32 10/15/2029		2,070.00	2,070.00
01/15/2026	Coupon	47786WAD2	465,000.00	JDOT 2024-B A3 5.2 03/15/2029		2,015.00	2,015.00
01/15/2026	Coupon	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027		541.15	541.15
01/15/2026	Principal Paydown	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027	21,946.81		21,946.81
01/15/2026	Coupon	47800DAD6	460,000.00	JDOT 2025 A3 4.23 09/17/2029		1,621.50	1,621.50
01/15/2026	Coupon	58770JAD6	240,000.00	MBALT 2024-A A3 5.32 01/18/2028		1,064.12	1,064.12
01/15/2026	Principal Paydown	58770JAD6	240,000.00	MBALT 2024-A A3 5.32 01/18/2028	14,468.02		14,468.02
01/15/2026	Coupon	58773DAD6	545,000.00	MBART 2025-1 A3 4.78 12/17/2029		2,170.92	2,170.92
01/15/2026	Coupon	87612EBM7	535,000.00	TARGET CORP 1.95 01/15/2027		5,216.25	5,216.25
01/15/2026	Coupon	89240JAD3	565,000.00	TAOT 25A A3 4.64 08/15/2029		2,184.67	2,184.67
01/15/2026	Coupon	92970QAE5	515,000.00	WFCIT 2024-2 A 4.29 10/15/2029		1,841.13	1,841.13
01/16/2026	Coupon	362955AD8	375,000.00	GMCAR 2025-1 A3 4.62 12/17/2029		1,443.75	1,443.75
01/19/2026	Coupon	437930AC4	310,000.00	HAROT 2024-2 A3 5.27 11/20/2028		1,339.24	1,339.24
01/19/2026	Principal Paydown	437930AC4	310,000.00	HAROT 2024-2 A3 5.27 11/20/2028	17,110.69		17,110.69
01/20/2026	Coupon	36269WAD1	330,000.00	GMALT 2024-2 A3 5.39 07/20/2027		1,297.14	1,297.14
01/20/2026	Principal Paydown	36269WAD1	330,000.00	GMALT 2024-2 A3 5.39 07/20/2027	49,935.95		49,935.95
01/20/2026	Coupon	362962AD4	440,000.00	GMALT 2025-2 A3 4.58 05/22/2028		1,756.33	1,756.33
01/20/2026	Coupon	713448FX1	830,000.00	PEPSICO INC 4.5 07/17/2029		18,675.00	18,675.00
01/21/2026	Coupon	43813YAC6	575,000.00	HAROT 2024-3 A3 4.57 03/21/2029		2,189.79	2,189.79
01/23/2026	Coupon	46647PAM8	1,000,000.00	JPMORGAN CHASE & CO 3.509 01/23/2029		17,545.00	17,545.00
01/26/2026	Coupon	096919AD7	410,000.00	BMWOT 2024-A A3 5.18 02/26/2029		1,769.83	1,769.83
01/26/2026	Principal Paydown	096919AD7	410,000.00	BMWOT 2024-A A3 5.18 02/26/2029	8,524.97		8,524.97
01/26/2026	Coupon	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026		1,012.78	1,012.78
01/26/2026	Principal Paydown	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026	970.11		970.11
01/26/2026	Coupon	3137BXQY1	1,000,000.00	FHMS K-064 A2 3.224 03/25/2027		2,686.67	2,686.67
01/26/2026	Coupon	3137FCLD4	2,000,000.00	FHMS K-071 A2 3.286 11/25/2027		5,476.67	5,476.67
01/26/2026	Coupon	3137FETN0	1,500,000.00	FHMS K-073 A2 3.35 01/25/2028		4,187.50	4,187.50
01/26/2026	Coupon	3137FEZU7	1,200,000.00	FHMS K-076 A2 3.9 04/25/2028		3,900.00	3,900.00
01/26/2026	Coupon	3137FGR31	1,300,000.00	FHMS K-078 A2 3.854 06/25/2028		4,175.17	4,175.17
01/26/2026	Coupon	3137FJKE8	600,000.00	FHMS K-082 A2 3.92 09/25/2028		1,960.00	1,960.00
01/26/2026	Coupon	3137FLMV3	1,000,000.00	FHMS K-090 A2 3.422 02/25/2029		2,851.67	2,851.67
01/26/2026	Coupon	3137FRUT6	1,000,000.00	FHMS K-106 A2 2.069 01/25/2030		1,724.17	1,724.17

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/26/2026	Coupon	3137H5YC5	1,500,000.00	FHMS K-748 A2 2.26 01/25/2029		2,825.00	2,825.00
January 2026 Total					**112,956.55**	**131,714.19**	**244,670.74**
FEBRUARY 2026							
02/02/2026	Coupon	13063EGT7	965,000.00	CALIFORNIA STATE 4.5 08/01/2029		21,712.50	21,712.50
02/02/2026	Coupon	78016HZS2	650,000.00	ROYAL BANK OF CANADA 5.2 08/01/2028		16,900.00	16,900.00
02/02/2026	Coupon	91282CFB2	600,000.00	UNITED STATES TREASURY 2.75 07/31/2027		8,250.00	8,250.00
02/02/2026	Coupon	91282CGH8	2,500,000.00	UNITED STATES TREASURY 3.5 01/31/2028		43,750.00	43,750.00
02/02/2026	Coupon	91282CJW2	1,500,000.00	UNITED STATES TREASURY 4.0 01/31/2029		30,000.00	30,000.00
02/02/2026	Coupon	91282CMG3	1,000,000.00	UNITED STATES TREASURY 4.25 01/31/2030		21,250.00	21,250.00
02/09/2026	Coupon	63743HFX5	1,000,000.00	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 4.95 02/07/2030		24,750.00	24,750.00
02/16/2026	Coupon	05522RDJ4	460,000.00	BACCT 2024-1 A 4.93 05/15/2029		1,889.83	1,889.83
02/16/2026	Coupon	161571HT4	965,000.00	CHAIT 2023-1 A 5.16 09/15/2028		4,149.50	4,149.50
02/16/2026	Coupon	362955AD8	375,000.00	GMCAR 2025-1 A3 4.62 12/17/2029		1,443.75	1,443.75
02/16/2026	Coupon	437921AD1	300,000.00	HAROT 252 A3 4.15 10/15/2029		1,037.50	1,037.50
02/16/2026	Coupon	44935CAD3	575,000.00	HART 2025-A A3 4.32 10/15/2029		2,070.00	2,070.00
02/16/2026	Coupon	47786WAD2	465,000.00	JDOT 2024-B A3 5.2 03/15/2029		2,015.00	2,015.00
02/16/2026	Coupon	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027		448.06	448.06
02/16/2026	Principal Paydown	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027	19,807.28		19,807.28
02/16/2026	Coupon	47800DAD6	460,000.00	JDOT 2025 A3 4.23 09/17/2029		1,621.50	1,621.50
02/16/2026	Coupon	58770JAD6	240,000.00	MBALT 2024-A A3 5.32 01/18/2028		999.98	999.98
02/16/2026	Principal Paydown	58770JAD6	240,000.00	MBALT 2024-A A3 5.32 01/18/2028	16,454.87		16,454.87
02/16/2026	Coupon	58773DAD6	545,000.00	MBART 2025-1 A3 4.78 12/17/2029		2,170.92	2,170.92
02/16/2026	Coupon	89240JAD3	565,000.00	TAOT 25A A3 4.64 08/15/2029		2,184.67	2,184.67
02/17/2026	Coupon	02582JKH2	720,000.00	AMXCA 2024-1 A 5.23 04/16/2029		3,138.00	3,138.00
02/17/2026	Coupon	02582JKP4	790,000.00	AMXCA 2025-2 A 4.28 04/15/2030		2,817.67	2,817.67
02/17/2026	Coupon	171239AL0	505,000.00	CHUBB INA HOLDINGS LLC 4.65 08/15/2029		11,741.25	11,741.25
02/17/2026	Coupon	30303M8S4	532,000.00	META PLATFORMS INC 4.3 08/15/2029		11,438.00	11,438.00
02/17/2026	Coupon	92970QAE5	515,000.00	WFCIT 2024-2 A 4.29 10/15/2029		1,841.13	1,841.13
02/18/2026	Coupon	437930AC4	310,000.00	HAROT 2024-2 A3 5.27 11/20/2028		1,264.10	1,264.10
02/18/2026	Principal Paydown	437930AC4	310,000.00	HAROT 2024-2 A3 5.27 11/20/2028	16,874.33		16,874.33
02/20/2026	Coupon	36269WAD1	330,000.00	GMALT 2024-2 A3 5.39 07/20/2027		1,072.84	1,072.84

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/20/2026	Principal Paydown	36269WAD1	330,000.00	GMALT 2024-2 A3 5.39 07/20/2027	43,321.48		43,321.48
02/20/2026	Coupon	362962AD4	440,000.00	GMALT 2025-2 A3 4.58 05/22/2028		1,756.33	1,756.33
02/23/2026	Coupon	43813YAC6	575,000.00	HAROT 2024-3 A3 4.57 03/21/2029		2,189.79	2,189.79
02/25/2026	Coupon	096919AD7	410,000.00	BMWOT 2024-A A3 5.18 02/26/2029		1,733.03	1,733.03
02/25/2026	Principal Paydown	096919AD7	410,000.00	BMWOT 2024-A A3 5.18 02/26/2029	22,356.74		22,356.74
02/25/2026	Coupon	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026		1,010.74	1,010.74
02/25/2026	Principal Paydown	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026	4,353.74		4,353.74
02/25/2026	Coupon	3137BXQY1	1,000,000.00	FHMS K-064 A2 3.224 03/25/2027		2,686.67	2,686.67
02/25/2026	Coupon	3137FCLD4	2,000,000.00	FHMS K-071 A2 3.286 11/25/2027		5,476.67	5,476.67
02/25/2026	Coupon	3137FETN0	1,500,000.00	FHMS K-073 A2 3.35 01/25/2028		4,187.50	4,187.50
02/25/2026	Coupon	3137FEZU7	1,200,000.00	FHMS K-076 A2 3.9 04/25/2028		3,900.00	3,900.00
02/25/2026	Coupon	3137FGR31	1,300,000.00	FHMS K-078 A2 3.854 06/25/2028		4,175.17	4,175.17
02/25/2026	Coupon	3137FJKE8	600,000.00	FHMS K-082 A2 3.92 09/25/2028		1,960.00	1,960.00
02/25/2026	Coupon	3137FLMV3	1,000,000.00	FHMS K-090 A2 3.422 02/25/2029		2,851.67	2,851.67
02/25/2026	Coupon	3137FRUT6	1,000,000.00	FHMS K-106 A2 2.069 01/25/2030		1,724.17	1,724.17
02/25/2026	Coupon	3137H5YC5	1,500,000.00	FHMS K-748 A2 2.26 01/25/2029		2,825.00	2,825.00
02/26/2026	Coupon	17275RBR2	490,000.00	CISCO SYSTEMS INC 4.85 02/26/2029		11,882.50	11,882.50
02/27/2026	Coupon	14913UAJ9	1,000,000.00	CATERPILLAR FINANCIAL SERVICES CORP 4.85 02/27/2029		24,250.00	24,250.00
February 2026 Total					**123,168.44**	**292,565.43**	**415,733.87**
MARCH 2026							
03/02/2026	Coupon	74456QBX3	1,200,000.00	PUBLIC SERVICE ELECTRIC AND GAS CO 3.65 09/01/2028		21,900.00	21,900.00
03/02/2026	Coupon	91282CCW9	480,000.00	UNITED STATES TREASURY 0.75 08/31/2026		1,800.00	1,800.00
03/02/2026	Coupon	91282CFH9	1,950,000.00	UNITED STATES TREASURY 3.125 08/31/2027		30,468.75	30,468.75
03/02/2026	Coupon	91282CGP0	2,500,000.00	UNITED STATES TREASURY 4.0 02/29/2028		50,000.00	50,000.00
03/02/2026	Coupon	91282CGQ8	1,000,000.00	UNITED STATES TREASURY 4.0 02/28/2030		20,000.00	20,000.00
03/02/2026	Coupon	91282CHX2	400,000.00	UNITED STATES TREASURY 4.375 08/31/2028		8,750.00	8,750.00
03/02/2026	Coupon	91282CLK5	2,000,000.00	UNITED STATES TREASURY 3.625 08/31/2029		36,250.00	36,250.00
03/03/2026	Coupon	808513BY0	750,000.00	CHARLES SCHWAB CORP 2.45 03/03/2027		9,187.50	9,187.50

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/05/2026	Coupon	02665WFY2	795,000.00	AMERICAN HONDA FINANCE CORP 4.8 03/05/2030		19,080.00	19,080.00
03/09/2026	Coupon	3130AWTR1	2,000,000.00	FEDERAL HOME LOAN BANKS 4.375 09/08/2028		43,750.00	43,750.00
03/11/2026	Coupon	037833DN7	450,000.00	APPLE INC 2.05 09/11/2026		4,612.50	4,612.50
03/16/2026	Coupon	00287YDZ9	1,000,000.00	ABBVIE INC 4.875 03/15/2030		24,375.00	24,375.00
03/16/2026	Coupon	02582JKH2	720,000.00	AMXCA 2024-1 A 5.23 04/16/2029		3,138.00	3,138.00
03/16/2026	Coupon	02582JKP4	790,000.00	AMXCA 2025-2 A 4.28 04/15/2030		2,817.67	2,817.67
03/16/2026	Coupon	05522RDJ4	460,000.00	BACCT 2024-1 A 4.93 05/15/2029		1,889.83	1,889.83
03/16/2026	Coupon	06368FAC3	500,000.00	BANK OF MONTREAL 1.25 09/15/2026		3,125.00	3,125.00
03/16/2026	Coupon	084664CZ2	1,080,000.00	BERKSHIRE HATHAWAY FINANCE CORP 2.3 03/15/2027		12,420.00	12,420.00
03/16/2026	Coupon	161571HT4	965,000.00	CHAIT 2023-1 A 5.16 09/15/2028		4,149.50	4,149.50
03/16/2026	Coupon	362955AD8	375,000.00	GMCAR 2025-1 A3 4.62 12/17/2029		1,443.75	1,443.75
03/16/2026	Coupon	437921AD1	300,000.00	HAROT 252 A3 4.15 10/15/2029		1,037.50	1,037.50
03/16/2026	Coupon	44935CAD3	575,000.00	HART 2025-A A3 4.32 10/15/2029		2,070.00	2,070.00
03/16/2026	Coupon	47786WAD2	465,000.00	JDOT 2024-B A3 5.2 03/15/2029		2,015.00	2,015.00
03/16/2026	Principal Paydown	47786WAD2	465,000.00	JDOT 2024-B A3 5.2 03/15/2029	2,922.62		2,922.62
03/16/2026	Coupon	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027		364.04	364.04
03/16/2026	Principal Paydown	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027	17,234.42		17,234.42
03/16/2026	Coupon	47800DAD6	460,000.00	JDOT 2025 A3 4.23 09/17/2029		1,621.50	1,621.50
03/16/2026	Coupon	571748CA8	1,000,000.00	MARSH & MCLENNAN COMPANIES INC 4.65 03/15/2030		23,250.00	23,250.00
03/16/2026	Coupon	58770JAD6	240,000.00	MBALT 2024-A A3 5.32 01/18/2028		927.03	927.03
03/16/2026	Principal Paydown	58770JAD6	240,000.00	MBALT 2024-A A3 5.32 01/18/2028	15,498.74		15,498.74
03/16/2026	Coupon	58773DAD6	545,000.00	MBART 2025-1 A3 4.78 12/17/2029		2,170.92	2,170.92
03/16/2026	Coupon	74340XBX8	500,000.00	PROLOGIS LP 4.0 09/15/2028		10,000.00	10,000.00
03/16/2026	Coupon	89240JAD3	565,000.00	TAOT 25A A3 4.64 08/15/2029		2,184.67	2,184.67
03/16/2026	Coupon	92970QAE5	515,000.00	WFCIT 2024-2 A 4.29 10/15/2029		1,841.13	1,841.13
03/17/2026	Coupon	931142ER0	235,000.00	WALMART INC 1.05 09/17/2026		1,233.75	1,233.75
03/18/2026	Coupon	437930AC4	310,000.00	HAROT 2024-2 A3 5.27 11/20/2028		1,189.99	1,189.99
03/18/2026	Principal Paydown	437930AC4	310,000.00	HAROT 2024-2 A3 5.27 11/20/2028	16,350.28		16,350.28

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/20/2026	Coupon	36269WAD1	330,000.00	GMALT 2024-2 A3 5.39 07/20/2027		878.26	878.26
03/20/2026	Principal Paydown	36269WAD1	330,000.00	GMALT 2024-2 A3 5.39 07/20/2027	40,074.74		40,074.74
03/20/2026	Coupon	362962AD4	440,000.00	GMALT 2025-2 A3 4.58 05/22/2028		1,756.33	1,756.33
03/20/2026	Coupon	459058LR2	1,000,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.125 03/20/2030		20,625.00	20,625.00
03/23/2026	Coupon	43813YAC6	575,000.00	HAROT 2024-3 A3 4.57 03/21/2029		2,189.79	2,189.79
03/25/2026	Coupon	096919AD7	410,000.00	BMWOT 2024-A A3 5.18 02/26/2029		1,636.53	1,636.53
03/25/2026	Principal Paydown	096919AD7	410,000.00	BMWOT 2024-A A3 5.18 02/26/2029	21,671.85		21,671.85
03/25/2026	Coupon	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026		1,001.58	1,001.58
03/25/2026	Principal Paydown	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026	23,541.94		23,541.94
03/25/2026	Coupon	3137BXQY1	1,000,000.00	FHMS K-064 A2 3.224 03/25/2027		2,686.67	2,686.67
03/25/2026	Coupon	3137FCLD4	2,000,000.00	FHMS K-071 A2 3.286 11/25/2027		5,476.67	5,476.67
03/25/2026	Coupon	3137FETN0	1,500,000.00	FHMS K-073 A2 3.35 01/25/2028		4,187.50	4,187.50
03/25/2026	Coupon	3137FEZU7	1,200,000.00	FHMS K-076 A2 3.9 04/25/2028		3,900.00	3,900.00
03/25/2026	Coupon	3137FGR31	1,300,000.00	FHMS K-078 A2 3.854 06/25/2028		4,175.17	4,175.17
03/25/2026	Coupon	3137FJKE8	600,000.00	FHMS K-082 A2 3.92 09/25/2028		1,960.00	1,960.00
03/25/2026	Coupon	3137FLMV3	1,000,000.00	FHMS K-090 A2 3.422 02/25/2029		2,851.67	2,851.67
03/25/2026	Coupon	3137FRUT6	1,000,000.00	FHMS K-106 A2 2.069 01/25/2030		1,724.17	1,724.17
03/25/2026	Coupon	3137H5YC5	1,500,000.00	FHMS K-748 A2 2.26 01/25/2029		2,825.00	2,825.00
03/26/2026	Coupon	69371RT48	1,100,000.00	PACCAR FINANCIAL CORP 4.0 09/26/2029		22,000.00	22,000.00
03/31/2026	Coupon	91282CCZ2	2,820,000.00	UNITED STATES TREASURY 0.875 09/30/2026		12,337.50	12,337.50
03/31/2026	Coupon	91282CGS4	1,500,000.00	UNITED STATES TREASURY 3.625 03/31/2030		27,187.50	27,187.50
03/31/2026	Coupon	91282CKG5	2,300,000.00	UNITED STATES TREASURY 4.125 03/31/2029		47,437.50	47,437.50
03/31/2026	Coupon	91282CLN9	1,000,000.00	UNITED STATES TREASURY 3.5 09/30/2029		17,500.00	17,500.00
March 2026 Total					**137,294.58**	**533,399.85**	**670,694.43**
APRIL 2026							
04/15/2026	Coupon	02582JKH2	720,000.00	AMXCA 2024-1 A 5.23 04/16/2029		3,138.00	3,138.00
04/15/2026	Coupon	02582JKP4	790,000.00	AMXCA 2025-2 A 4.28 04/15/2030		2,817.67	2,817.67
04/15/2026	Coupon	05522RDJ4	460,000.00	BACCT 2024-1 A 4.93 05/15/2029		1,889.83	1,889.83
04/15/2026	Coupon	161571HT4	965,000.00	CHAIT 2023-1 A 5.16 09/15/2028		4,149.50	4,149.50
04/15/2026	Coupon	437921AD1	300,000.00	HAROT 252 A3 4.15 10/15/2029		1,037.50	1,037.50
04/15/2026	Coupon	44935CAD3	575,000.00	HART 2025-A A3 4.32 10/15/2029		2,070.00	2,070.00

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/15/2026	Coupon	47786WAD2	465,000.00	JDOT 2024-B A3 5.2 03/15/2029		2,002.34	2,002.34
04/15/2026	Principal Paydown	47786WAD2	465,000.00	JDOT 2024-B A3 5.2 03/15/2029	32,762.10		32,762.10
04/15/2026	Coupon	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027		290.94	290.94
04/15/2026	Principal Paydown	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027	21,591.11		21,591.11
04/15/2026	Coupon	47800DAD6	460,000.00	JDOT 2025 A3 4.23 09/17/2029		1,621.50	1,621.50
04/15/2026	Coupon	58770JAD6	240,000.00	MBALT 2024-A A3 5.32 01/18/2028		858.32	858.32
04/15/2026	Principal Paydown	58770JAD6	240,000.00	MBALT 2024-A A3 5.32 01/18/2028	17,283.34		17,283.34
04/15/2026	Coupon	58773DAD6	545,000.00	MBART 2025-1 A3 4.78 12/17/2029		2,170.92	2,170.92
04/15/2026	Coupon	89240JAD3	565,000.00	TAOT 25A A3 4.64 08/15/2029		2,184.67	2,184.67
04/15/2026	Coupon	92970QAE5	515,000.00	WFCIT 2024-2 A 4.29 10/15/2029		1,841.13	1,841.13
04/16/2026	Coupon	362955AD8	375,000.00	GMCAR 2025-1 A3 4.62 12/17/2029		1,443.75	1,443.75
04/16/2026	Coupon	459058LN1	1,000,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.875 10/16/2029		19,375.00	19,375.00
04/20/2026	Coupon	36269WAD1	330,000.00	GMALT 2024-2 A3 5.39 07/20/2027		698.25	698.25
04/20/2026	Principal Paydown	36269WAD1	330,000.00	GMALT 2024-2 A3 5.39 07/20/2027	43,587.74		43,587.74
04/20/2026	Coupon	362962AD4	440,000.00	GMALT 2025-2 A3 4.58 05/22/2028		1,756.33	1,756.33
04/20/2026	Coupon	437930AC4	310,000.00	HAROT 2024-2 A3 5.27 11/20/2028		1,118.19	1,118.19
04/20/2026	Principal Paydown	437930AC4	310,000.00	HAROT 2024-2 A3 5.27 11/20/2028	16,953.54		16,953.54
04/20/2026	Coupon	4581X0DV7	1,915,000.00	INTER-AMERICAN DEVELOPMENT BANK 0.875 04/20/2026		8,378.13	8,378.13
04/20/2026	Final Maturity	4581X0DV7	1,915,000.00	INTER-AMERICAN DEVELOPMENT BANK 0.875 04/20/2026	1,915,000.00		1,915,000.00
04/21/2026	Coupon	43813YAC6	575,000.00	HAROT 2024-3 A3 4.57 03/21/2029		2,189.79	2,189.79
04/21/2026	Principal Paydown	43813YAC6	575,000.00	HAROT 2024-3 A3 4.57 03/21/2029	16,690.71		16,690.71
04/24/2026	Coupon	857477DB6	1,000,000.00	STATE STREET CORP 4.834 04/24/2030		24,170.00	24,170.00
04/27/2026	Coupon	096919AD7	410,000.00	BMWOT 2024-A A3 5.18 02/26/2029		1,542.98	1,542.98
04/27/2026	Principal Paydown	096919AD7	410,000.00	BMWOT 2024-A A3 5.18 02/26/2029	21,790.03		21,790.03
04/27/2026	Coupon	3133EPGW9	1,250,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 3.875 04/25/2028		24,218.75	24,218.75
04/27/2026	Coupon	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026		952.04	952.04
04/27/2026	Principal Paydown	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026	257,508.93		257,508.93
04/27/2026	Coupon	3137BXQY1	1,000,000.00	FHMS K-064 A2 3.224 03/25/2027		2,686.67	2,686.67

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/27/2026	Coupon	3137FCLD4	2,000,000.00	FHMS K-071 A2 3.286 11/25/2027		5,476.67	5,476.67
04/27/2026	Coupon	3137FETN0	1,500,000.00	FHMS K-073 A2 3.35 01/25/2028		4,187.50	4,187.50
04/27/2026	Coupon	3137FEZU7	1,200,000.00	FHMS K-076 A2 3.9 04/25/2028		3,900.00	3,900.00
04/27/2026	Coupon	3137FGR31	1,300,000.00	FHMS K-078 A2 3.854 06/25/2028		4,175.17	4,175.17
04/27/2026	Coupon	3137FJKE8	600,000.00	FHMS K-082 A2 3.92 09/25/2028		1,960.00	1,960.00
04/27/2026	Coupon	3137FLMV3	1,000,000.00	FHMS K-090 A2 3.422 02/25/2029		2,851.67	2,851.67
04/27/2026	Coupon	3137FRUT6	1,000,000.00	FHMS K-106 A2 2.069 01/25/2030		1,724.17	1,724.17
04/27/2026	Coupon	3137H5YC5	1,500,000.00	FHMS K-748 A2 2.26 01/25/2029		2,825.00	2,825.00
04/30/2026	Coupon	91282CJF9	600,000.00	UNITED STATES TREASURY 4.875 10/31/2028		14,625.00	14,625.00
04/30/2026	Coupon	91282CKP5	2,150,000.00	UNITED STATES TREASURY 4.625 04/30/2029		49,718.75	49,718.75
April 2026 Total					**2,343,167.49**	**206,046.10**	**2,549,213.59**
MAY 2026							
05/12/2026	Coupon	023135BX3	1,455,000.00	AMAZON.COM INC 1.0 05/12/2026		7,275.00	7,275.00
05/12/2026	Final Maturity	023135BX3	1,455,000.00	AMAZON.COM INC 1.0 05/12/2026	1,455,000.00		1,455,000.00
05/15/2026	Coupon	02582JKH2	720,000.00	AMXCA 2024-1 A 5.23 04/16/2029		3,138.00	3,138.00
05/15/2026	Coupon	02582JKP4	790,000.00	AMXCA 2025-2 A 4.28 04/15/2030		2,817.67	2,817.67
05/15/2026	Coupon	05522RDJ4	460,000.00	BACCT 2024-1 A 4.93 05/15/2029		1,889.83	1,889.83
05/15/2026	Coupon	161571HT4	965,000.00	CHAIT 2023-1 A 5.16 09/15/2028		4,149.50	4,149.50
05/15/2026	Coupon	437921AD1	300,000.00	HAROT 252 A3 4.15 10/15/2029		1,037.50	1,037.50
05/15/2026	Coupon	44935CAD3	575,000.00	HART 2025-A A3 4.32 10/15/2029		2,070.00	2,070.00
05/15/2026	Coupon	47786WAD2	465,000.00	JDOT 2024-B A3 5.2 03/15/2029		1,860.37	1,860.37
05/15/2026	Principal Paydown	47786WAD2	465,000.00	JDOT 2024-B A3 5.2 03/15/2029	29,231.95		29,231.95
05/15/2026	Coupon	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027		199.36	199.36
05/15/2026	Principal Paydown	47800BAC2	241,481.43	JDOT 2022-C A3 5.09 06/15/2027	18,424.41		18,424.41
05/15/2026	Coupon	47800DAD6	460,000.00	JDOT 2025 A3 4.23 09/17/2029		1,621.50	1,621.50
05/15/2026	Coupon	58770JAD6	240,000.00	MBALT 2024-A A3 5.32 01/18/2028		781.70	781.70
05/15/2026	Principal Paydown	58770JAD6	240,000.00	MBALT 2024-A A3 5.32 01/18/2028	17,525.48		17,525.48
05/15/2026	Coupon	58773DAD6	545,000.00	MBART 2025-1 A3 4.78 12/17/2029		2,170.92	2,170.92
05/15/2026	Coupon	89240JAD3	565,000.00	TAOT 25A A3 4.64 08/15/2029		2,184.67	2,184.67
05/15/2026	Coupon	91324PEC2	240,000.00	UNITEDHEALTH GROUP INC 1.15 05/15/2026		1,380.00	1,380.00
05/15/2026	Final Maturity	91324PEC2	240,000.00	UNITEDHEALTH GROUP INC 1.15 05/15/2026	240,000.00		240,000.00
05/15/2026	Coupon	92970QAE5	515,000.00	WFCIT 2024-2 A 4.29 10/15/2029		1,841.13	1,841.13

CASH FLOW REPORT

City of Brea | Account #120 | As of June 30, 2025

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/18/2026	Coupon	362955AD8	375,000.00	GMCAR 2025-1 A3 4.62 12/17/2029		1,443.75	1,443.75
05/18/2026	Coupon	437930AC4	310,000.00	HAROT 2024-2 A3 5.27 11/20/2028		1,043.73	1,043.73
05/18/2026	Principal Paydown	437930AC4	310,000.00	HAROT 2024-2 A3 5.27 11/20/2028	16,282.48		16,282.48
05/18/2026	Coupon	89236TMF9	500,000.00	TOYOTA MOTOR CREDIT CORP 5.05 05/16/2029		12,625.00	12,625.00
05/20/2026	Coupon	36269WAD1	330,000.00	GMALT 2024-2 A3 5.39 07/20/2027		502.47	502.47
05/20/2026	Principal Paydown	36269WAD1	330,000.00	GMALT 2024-2 A3 5.39 07/20/2027	37,741.31		37,741.31
05/20/2026	Coupon	362962AD4	440,000.00	GMALT 2025-2 A3 4.58 05/22/2028		1,756.33	1,756.33
05/21/2026	Coupon	43813YAC6	575,000.00	HAROT 2024-3 A3 4.57 03/21/2029		2,126.23	2,126.23
05/21/2026	Principal Paydown	43813YAC6	575,000.00	HAROT 2024-3 A3 4.57 03/21/2029	34,246.96		34,246.96
05/25/2026	Coupon	096919AD7	410,000.00	BMWOT 2024-A A3 5.18 02/26/2029		1,448.92	1,448.92
05/25/2026	Principal Paydown	096919AD7	410,000.00	BMWOT 2024-A A3 5.18 02/26/2029	20,915.14		20,915.14
05/25/2026	Coupon	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026		410.20	410.20
05/25/2026	Final Maturity	3137BQYS0	552,616.77	FHMS K-056 A2 2.525 05/25/2026	194,947.92		194,947.92
05/25/2026	Coupon	3137BXQY1	1,000,000.00	FHMS K-064 A2 3.224 03/25/2027		2,686.67	2,686.67
05/25/2026	Coupon	3137FCLD4	2,000,000.00	FHMS K-071 A2 3.286 11/25/2027		5,476.67	5,476.67
05/25/2026	Coupon	3137FETN0	1,500,000.00	FHMS K-073 A2 3.35 01/25/2028		4,187.50	4,187.50
05/25/2026	Coupon	3137FEZU7	1,200,000.00	FHMS K-076 A2 3.9 04/25/2028		3,900.00	3,900.00
05/25/2026	Coupon	3137FGR31	1,300,000.00	FHMS K-078 A2 3.854 06/25/2028		4,175.17	4,175.17
05/25/2026	Coupon	3137FJKE8	600,000.00	FHMS K-082 A2 3.92 09/25/2028		1,960.00	1,960.00
05/25/2026	Coupon	3137FLMV3	1,000,000.00	FHMS K-090 A2 3.422 02/25/2029		2,851.67	2,851.67
05/25/2026	Coupon	3137FRUT6	1,000,000.00	FHMS K-106 A2 2.069 01/25/2030		1,724.17	1,724.17
05/25/2026	Coupon	3137H5YC5	1,500,000.00	FHMS K-748 A2 2.26 01/25/2029		2,825.00	2,825.00
May 2026 Total					**2,064,315.64**	**85,560.60**	**2,149,876.24**
Grand Total			**386,206,560.76**		**10,882,229.00**	**3,044,596.48**	**13,926,825.48**

IMPORTANT DISCLOSURES

City of Brea | Account #120 | As of June 30, 2025

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 high rating by S&P, Moody's and Fitch respectively.

BENCHMARK INDEX & DISCLOSURES

City of Brea | Account #120 | As of June 30, 2025

Benchmark	Disclosure
ICE BofA 1-5 Yr US Treasury & Agency Index	The ICE BofA 1-5 Year US Treasury & Agency Index tracks the performance of US dollar denominated US Treasury and nonsubordinated US agency debt issued in the US domestic market. Qualifying securities must have an investment grade rating (based on an average of Moody's, S&P and Fitch). Qualifying securities must have at least one year remaining term to final maturity and less than five years remaining term to final maturity, at least 18 months to maturity at time of issuance, a fixed coupon schedule, and a minimum amount outstanding of $1 billion for sovereigns and $250 million for agencies.
ICE BofA 1-5 Year AAA-A US Corp & Govt Index	The ICE BofA 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 be issued from US issuers and be rated AAA through A3 (based on an average of Moody's, S&P and Fitch). In addition, qualifying securities must have at least one year remaining term to final maturity and less than five years remaining term to final maturity, at least 18 months to final maturity at point of issuance, a fixed coupon schedule, and a minimum amount outstanding of $1 billion for US Treasuries and $250 million for all other securities.

CHANDLER ASSET MANAGEMENT

MONTHLY ACCOUNT STATEMENT

City of Brea Liquidity | Account #11150 | As of June 30, 2025

CHANDLER ASSET MANAGEMENT | chandlerasset.com

Chandler Team:

For questions about your account, please call (800) 317-4747,
or contact clientservice@chandlerasset.com

Custodian:

Bank of New York Mellon

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 at the end of the statement.

PORTFOLIO SUMMARY

City of Brea Liquidity | Account #11150 | As of June 30, 2025

Portfolio Characteristics

Average Modified Duration	0.00
Average Coupon	3.93%
Average Purchase YTM	3.94%
Average Market YTM	3.93%
Average Credit Quality*	AAA
Average Final Maturity	0.00
Average Life	0.00

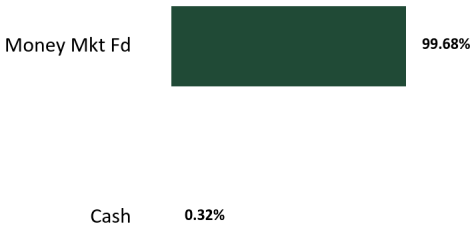
Account Summary

	End Values as of 05/31/2025	End Values as of 06/30/2025
Market Value	3,350.98	3,361.79
Accrued Interest	0.00	0.00
Total Market Value	**3,350.98**	**3,361.79**
Income Earned	10.80	11.16
Cont/WD	0.00	0.00
Par	3,350.98	3,361.79
Book Value	3,350.98	3,361.79
Cost Value	3,350.98	3,361.79

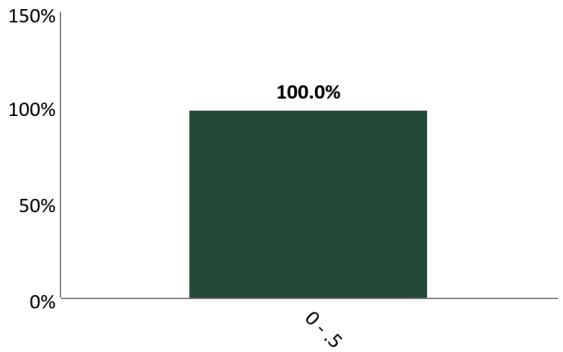
Top Issuers

FMR LLC	99.68%

Sector Allocation



Maturity Distribution



Credit Quality (S&P)



*The average credit quality is a weighted average calculation of the highest of S&P, Moody's and Fitch.

RECONCILIATION SUMMARY

City of Brea Liquidity | Account #11150 | As of June 30, 2025

Maturities / Calls

Month to Date	**0.00**
Fiscal Year to Date	**(9,000,000.00)**

Principal Paydowns

Month to Date	**0.00**
Fiscal Year to Date	**0.00**

Purchases

Month to Date	**11.16**
Fiscal Year to Date	**17,005,013.95**

Sales

Month to Date	**0.00**
Fiscal Year to Date	**(19,181,165.75)**

Interest Received

Month to Date	**11.16**
Fiscal Year to Date	**41,686.03**

Purchased / Sold Interest

Month to Date	**0.00**
Fiscal Year to Date	**0.00**

Accrual Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2024)
Beginning Book Value	3,350.98	11,097,278.26
Maturities/Calls	0.00	(9,000,000.00)
Principal Paydowns	0.00	0.00
Purchases	11.16	17,005,013.95
Sales	0.00	(19,181,165.75)
Change in Cash, Payables, Receivables	(0.35)	(10,193.16)
Amortization/Accretion	0.00	92,617.85
Realized Gain (Loss)	0.00	(189.36)
Ending Book Value	3,361.79	3,361.79

Fair Market Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2024)
Beginning Market Value	3,350.98	11,097,606.43
Maturities/Calls	0.00	(9,000,000.00)
Principal Paydowns	0.00	0.00
Purchases	11.16	17,005,013.95
Sales	0.00	(19,181,165.75)
Change in Cash, Payables, Receivables	(0.35)	(10,193.16)
Amortization/Accretion	0.00	92,617.85
Change in Net Unrealized Gain (Loss)	0.00	(328.17)
Realized Gain (Loss)	0.00	(189.36)
Ending Market Value	3,361.79	3,361.79

HOLDINGS REPORT

City of Brea Liquidity | Account #11150 | As of June 30, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
CASH									
CCYUSD	Receivable	10.81	--	10.81 10.81	1.00 0.00%	10.81 0.00	0.32% 0.00	Aaa/AAA AAA	0.00 0.00
Total Cash		**10.81**		**10.81** **10.81**	**1.00** **0.00%**	**10.81** **0.00**	**0.32%** **0.00**		**0.00** **0.00**
MONEY MARKET FUND									
316175884	FIDELITY IMM:TRS III	3,350.98	-- 3.94%	3,350.98 3,350.98	1.00 3.94%	3,350.98 0.00	99.68% 0.00	Aaa/ AAAm NA	0.00 0.00
Total Money Market Fund		**3,350.98**	**3.94%**	**3,350.98** **3,350.98**	**1.00** **3.94%**	**3,350.98** **0.00**	**99.68%** **0.00**		**0.00** **0.00**
Total Portfolio		**3,361.79**	**3.94%**	**3,361.79** **3,361.79**	**1.00** **3.93%**	**3,361.79** **0.00**	**100.00%** **0.00**		**0.00** **0.00**
Total Market Value + Accrued						**3,361.79**			

TRANSACTION LEDGER

City of Brea Liquidity | Account #11150 | As of June 30, 2025

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	06/03/2025	316175884	11.16	FIDELITY IMM:TRS III	1.000	3.93%	(11.16)	0.00	(11.16)	0.00
Total Purchase			**11.16**				**(11.16)**	**0.00**	**(11.16)**	**0.00**
TOTAL ACQUISITIONS			**11.16**				**(11.16)**	**0.00**	**(11.16)**	**0.00**

INCOME EARNED

City of Brea Liquidity | Account #11150 | As of June 30, 2025

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 & EQUIVALENTS						
316175884	FIDELITY IMM:TRS III	3,350.98	3,339.82 11.16 0.00 3,350.98	0.00 11.16 0.00 11.16	0.00 0.00 0.00 11.16	11.16
CCYUSD	Receivable	10.81	11.16 0.00 0.00 10.81	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
			3,350.98 **11.16** **0.00**	**0.00** **11.16** **0.00**	**0.00** **0.00** **0.00**	
Total Cash & Equivalents		**3,361.79**	**3,361.79**	**11.16**	**11.16**	**11.16**
			3,350.98 **11.16** **0.00**	**0.00** **11.16** **0.00**	**0.00** **0.00** **0.00**	
TOTAL PORTFOLIO		**3,361.79**	**3,361.79**	**11.16**	**11.16**	**11.16**

CASH FLOW REPORT

City of Brea Liquidity | Account #11150 | As of June 30, 2025

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
JULY 2025							
07/01/2025	Dividend	316175884	3,350.98	FIDELITY IMM:TRS III	10.81		10.81
July 2025 Total					**10.81**		**10.81**
Grand Total			**3,350.98**		**10.81**		**10.81**

IMPORTANT DISCLOSURES

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Ratings: Ratings information have been provided by Moody's, S&P and Fitch through data feeds we believe to be reliable as of the date of this statement, however we cannot guarantee its accuracy.

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00242701
30- -01-B -62C-185-01
0102 -11-02877-01

Account Number: 6746050899
PARS/CITY OF BREA 115P-PENSION
CONSOLIDATED

This statement is for the period from June 1, 2025 to June 30, 2025

Questions?
If you have any questions regarding your account or this statement, please contact your Account Manager.

Account Manager:
RODION BUTYRSKI
18300 VON KARMAN
SUITE 500
IRVINE CA 92612
Phone: 949-224-7211
E-mail: rodion.butyrski@usbank.com

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CITY OF BREA
ATTN.: CITY MANAGER
1 CIVIC CENTER CIRCLE
BREA, CA 92821-5792

00242701
30- -01-B -62C-185-01
0102 -11-02877-01



PARS/CITY OF BREA 115P PEN CONS
ACCOUNT 6746050899

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PARS/CITY OF BREA 115P PEN CONS
ACCOUNT 6746050899

Period from June 1, 2025 to June 30, 2025

CONSOLIDATED ACCOUNT LISTING

ACCOUNT	ACCOUNT NAME	06/30/2025 MARKET	06/30/2025 BOOK VALUE	% OF MARKET
6746050800	PARS/CITY OF BREA 115P PEN	8,294,477.97	7,517,539.45	63.89
6746050802	PARS/CITY OF BREA 115P PEN FI	4,687,068.86	4,589,088.20	36.11
Total		**12,981,546.83**	**12,106,627.65**	**100.00**

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0102 -11-02877-01

PARS/CITY OF BREA 115P PEN CONS
ACCOUNT 6746050899

Period from June 1, 2025 to June 30, 2025

MARKET AND COST RECONCILIATION

		06/30/2025 MARKET	06/30/2025 BOOK VALUE
Beginning Market And Cost			
6746050800	Pars/City Of Brea 115P PEN	**7,953,545.07**	**7,502,218.78**
6746050802	Pars/City Of Brea 115P PEN Fi	**4,610,726.42**	**4,570,011.31**
Total Beginning Market And Cost		**12,564,271.49**	**12,072,230.09**
Investment Activity			
Interest			
6746050800	Pars/City Of Brea 115P PEN	1,254.40	1,254.40
6746050802	Pars/City Of Brea 115P PEN Fi	13,476.44	13,476.44
	Total Interest	14,730.84	14,730.84
Dividends			
6746050800	Pars/City Of Brea 115P PEN	18,049.06	18,049.06
Realized Gain/Loss			
6746050802	Pars/City Of Brea 115P PEN Fi	1,634.22	1,634.22
Change In Unrealized Gain/Loss			
6746050800	Pars/City Of Brea 115P PEN	325,612.23	.00
6746050802	Pars/City Of Brea 115P PEN Fi	57,265.55	.00
	Total Change In Unrealized Gain/Loss	382,877.78	.00
Net Accrued Income (Current-Prior)			
6746050800	Pars/City Of Brea 115P PEN	- 226.45	- 226.45
6746050802	Pars/City Of Brea 115P PEN Fi	3,966.23	3,966.23
	Total Net Accrued Income (Current-Prior)	3,739.78	3,739.78
Total Investment Activity		**421,031.68**	**38,153.90**
Plan Expenses			
Administrative Expenses*			
6746050800	Pars/City Of Brea 115P PEN	- 1,771.61	- 1,771.61
Trust Fees			

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30- -01-B -62C-185-01
0102 -11-02877-01

PARS/CITY OF BREA 115P PEN CONS
ACCOUNT 6746050899

MARKET AND COST RECONCILIATION (continued)

		06/30/2025 MARKET	06/30/2025 BOOK VALUE
6746050800	Pars/City Of Brea 115P PEN	- 1,984.73	- 1,984.73
Total Plan Expenses		**- 3,756.34**	**- 3,756.34**
Net Change In Market And Cost		**417,275.34**	**34,397.56**
Ending Market And Cost			
6746050800	Pars/City Of Brea 115P PEN	**8,294,477.97**	**7,517,539.45**
6746050802	Pars/City Of Brea 115P PEN Fi	**4,687,068.86**	**4,589,088.20**
Total Ending Market And Cost		**12,981,546.83**	**12,106,627.65**

MARKET AND COST RECONCILIATION MESSAGES

SUB-ACCOUNT 6746050899 : No activity qualifies for this statement period.

* Includes Professional Fees, Contract Administrator Fees and Investment Advisory Fees

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CASH RECONCILIATION

Beginning Cash

6746050800	Pars/City Of Brea 115P PEN	**.00**
6746050802	Pars/City Of Brea 115P PEN Fi	**- 19,981.50**
Total Beginning Cash		**- 19,981.50**

Investment Activity

Interest		
6746050800	Pars/City Of Brea 115P PEN	1,254.40
6746050802	Pars/City Of Brea 115P PEN Fi	13,476.44
	Total Interest	14,730.84
Dividends		
6746050800	Pars/City Of Brea 115P PEN	18,049.06
Cash Equivalent Purchases		
6746050800	Pars/City Of Brea 115P PEN	- 13,055.53
6746050802	Pars/City Of Brea 115P PEN Fi	- 111,135.14
	Total Cash Equivalent Purchases	- 124,190.67
U S Government Issues Purchases		
6746050802	Pars/City Of Brea 115P PEN Fi	- 357,889.74
Corporate Issues Purchases		
6746050802	Pars/City Of Brea 115P PEN Fi	- 143,498.44
Mutual Fund Purchases		
6746050800	Pars/City Of Brea 115P PEN	- 6,247.93
Cash Equivalent Sales		
6746050800	Pars/City Of Brea 115P PEN	3,756.34
6746050802	Pars/City Of Brea 115P PEN Fi	115,989.83
	Total Cash Equivalent Sales	119,746.17
U S Government Issues Sales		
6746050802	Pars/City Of Brea 115P PEN Fi	350,373.40
Corporate Issues Sales		
6746050802	Pars/City Of Brea 115P PEN Fi	102,727.55

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PARS/CITY OF BREA 115P PEN CONS
ACCOUNT 6746050899

CASH RECONCILIATION (continued)

Foreign Issues Sales		
6746050802	Pars/City Of Brea 115P PEN Fi	20,000.00
Total Investment Activity		**- 6,199.76**
Plan Expenses		
Administrative Expenses*		
6746050800	Pars/City Of Brea 115P PEN	- 1,771.61
Trust Fees		
6746050800	Pars/City Of Brea 115P PEN	- 1,984.73
Total Plan Expenses		**- 3,756.34**
Net Change In Cash		**- 9,956.10**
Ending Cash		
6746050800	Pars/City Of Brea 115P PEN	**.00**
6746050802	Pars/City Of Brea 115P PEN Fi	**- 29,937.60**
Total Ending Cash		**- 29,937.60**

CASH RECONCILIATION MESSAGES

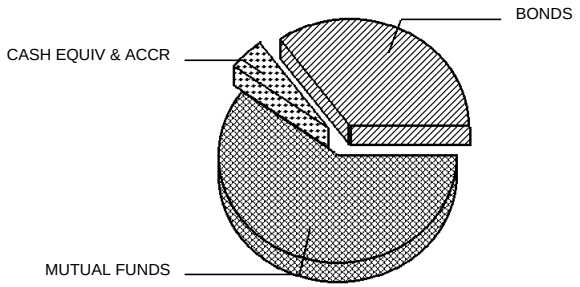
* Includes Professional Fees, Contract Administrator Fees and Investment Advisory Fees

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PARS/CITY OF BREA 115P PEN CONS
ACCOUNT 6746050899

ASSET SUMMARY

ASSETS	06/30/2025 MARKET	06/30/2025 BOOK VALUE	% OF MARKET
Cash And Equivalents	317,432.79	317,432.79	2.44
U.S. Government Issues	2,714,615.88	2,659,152.10	20.91
Corporate Issues	1,796,860.80	1,757,487.07	13.84
Foreign Issues	125,718.85	122,575.70	0.97
Mutual Funds-Equity	7,713,103.26	6,938,774.71	59.42
Mutual Funds-Fixed Income	276,036.60	273,426.63	2.13
Total Assets	**12,943,768.18**	**12,068,849.00**	**99.71**
Accrued Income	37,778.65	37,778.65	0.29
Grand Total	**12,981,546.83**	**12,106,627.65**	**100.00**



Estimated Annual Income **344,554.26**

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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PARS/CITY OF BREA 115P PEN CONS
ACCOUNT 6746050899

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 X 31846V336 Asset Minor Code 1 *ACCOUNT 6746050800*	304,310.160	304,310.16 1.0000	304,310.16	.00 .00	1,027.95	4.26
First Am Govt Ob Fd Cl X 31846V336 Asset Minor Code 1 *ACCOUNT 6746050802*	43,060.230	43,060.23 1.0000	43,060.23	.00 .00	201.33	4.26
Total First Am Govt Ob Fd Cl X	**347,370.390**	**347,370.39**	**347,370.39**	**.00** **.00**	**1,229.28**	**4.25**
Total Money Markets	**347,370.390**	**347,370.39**	**347,370.39**	**.00** **.00**	**1,229.28**	**4.25**
Cash						
Pending Cash		- 29,937.60	- 29,937.60			
Total Cash	**.000**	**- 29,937.60**	**- 29,937.60**	**.00** **.00**	**.00**	**0.00**
Total Cash And Equivalents	**347,370.390**	**317,432.79**	**317,432.79**	**.00** **.00**	**1,229.28**	**4.65**
US Government Issues						

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PARS/CITY OF BREA 115P PEN CONS
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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
F H L M C #Sd8237 4.000% 7/01/52 Standard & Poors Rating: N/A Moodys Rating: N/A 3132DWEJ8 Asset Minor Code 24 *ACCOUNT 6746050802*	379,760.450	353,849.39 93.1770	337,571.42	16,277.97 5,042.12	1,687.82	4.29
F H L M C #Sd8244 4.000% 9/01/52 Standard & Poors Rating: N/A Moodys Rating: N/A 3132DWER0 Asset Minor Code 24 *ACCOUNT 6746050802*	67,805.710	63,179.33 93.1770	63,599.63	- 420.30 928.40	226.02	4.29
F H L M C #Sd8288 5.000% 12/01/52 Standard & Poors Rating: N/A Moodys Rating: N/A 3132DWF57 Asset Minor Code 24 *ACCOUNT 6746050802*	335,786.570	330,669.18 98.4760	317,423.26	13,245.92 4,636.97	1,865.48	5.08
F H L M C #Sd8494 5.500% 12/01/54 Standard & Poors Rating: N/A Moodys Rating: N/A 3132DWNK5 Asset Minor Code 24 *ACCOUNT 6746050802*	67,020.780	67,033.51 100.0190	65,965.73	1,067.78 659.53	307.18	5.50
F H L M C Mltcl Mtg 5.180% 3/25/29 Standard & Poors Rating: N/A Moodys Rating: N/A 3137HCKV3 Asset Minor Code 30 *ACCOUNT 6746050802*	60,000.000	62,006.40 103.3440	61,257.42	748.98 359.40	259.00	5.01
F N M A #Cb8133 5.000% 3/01/54 Standard & Poors Rating: N/A Moodys Rating: N/A 3140QUBB1 Asset Minor Code 24 *ACCOUNT 6746050802*	74,267.740	72,974.74 98.2590	71,854.05	1,120.69 916.80	.00	5.09

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ACCOUNT 6746050899

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
F N M A #Ma4838 3.500% 11/01/52 Standard & Poors Rating: N/A Moodys Rating: N/A 31418ELU2 Asset Minor Code 24 *ACCOUNT 6746050802*	175,439.140	158,070.67 90.1000	150,329.43	7,741.24 2,420.81	511.70	3.88
F N M A #Ma4867 4.500% 12/01/52 Standard & Poors Rating: N/A Moodys Rating: N/A 31418EMR8 Asset Minor Code 24 *ACCOUNT 6746050802*	261,999.720	250,948.57 95.7820	240,507.56	10,441.01 3,383.52	982.50	4.70
U S Treas Bd Strip 5/15/54 912803HB2 Asset Minor Code 23 *ACCOUNT 6746050802*	105,000.000	26,151.30 .2491	32,817.75	- 6,666.45 906.15	.00	0.00
U S Treasury Bd 3.875% 5/15/43 Standard & Poors Rating: N/A Moodys Rating: Aa1 912810TS7 Asset Minor Code 21 *ACCOUNT 6746050802*	15,000.000	13,398.00 89.3200	13,760.74	- 362.74 254.25	74.24	4.34
U S Treasury Bd 4.250% 8/15/44 Standard & Poors Rating: N/A Moodys Rating: Aa1 912810UD8 Asset Minor Code 21 *ACCOUNT 6746050802*	92,000.000	84,283.96 91.6130	87,563.43	- 3,279.47 1,610.00	1,468.95	4.64
U S Treasury Nt 4.500% 11/15/54 Standard & Poors Rating: N/A Moodys Rating: Aa1 912810UE6 Asset Minor Code 21 *ACCOUNT 6746050802*	11,000.000	10,482.67 95.2970	10,893.90	- 411.23 214.83	63.22	4.72

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ACCOUNT 6746050899

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
U S Treasury Bd 4.625% 2/15/55 Standard & Poors Rating: N/A Moodys Rating: Aa1 912810UG1 Asset Minor Code 21 *ACCOUNT 6746050802*	20,000.000	19,468.80 97.3440	19,429.69	39.11 39.11	347.51	4.75
U S Treasury Nt 4.250% 11/15/34 Standard & Poors Rating: N/A Moodys Rating: Aa1 91282CLW9 Asset Minor Code 21 *ACCOUNT 6746050802*	.000	.00 100.3280	.00	.00 - 431.78	.00	0.00
U S Treasury Nt 4.375% 1/31/32 Standard & Poors Rating: N/A Moodys Rating: N/A 91282CMK4 Asset Minor Code 21 *ACCOUNT 6746050802*	283,000.000	289,709.93 102.3710	282,447.26	7,262.67 2,338.03	5,164.55	4.27
U S Treasury Nt 4.625% 2/15/35 Standard & Poors Rating: N/A Moodys Rating: Aa1 91282CMM0 Asset Minor Code 21 *ACCOUNT 6746050802*	.000	.00 103.1720	.00	.00 716.67	.00	0.00
U S Treasury Nt 4.125% 2/29/32 Standard & Poors Rating: N/A Moodys Rating: Aa1 91282CMR9 Asset Minor Code 21 *ACCOUNT 6746050802*	30,000.000	30,274.20 100.9140	30,209.77	64.43 500.04	413.62	4.09
U S Treasury Nt 4.000% 4/30/32 Standard & Poors Rating: N/A Moodys Rating: N/A 91282CNA5 Asset Minor Code 21 *ACCOUNT 6746050802*	300,000.000	300,375.00 100.1250	297,386.72	2,988.28 3,338.29	2,021.74	4.00

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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
U S Treasury Nt 4.250% 5/15/35 Standard & Poors Rating: N/A Moodys Rating: N/A 91282CNC1 Asset Minor Code 21 *ACCOUNT 6746050802*	533,000.000	533,831.48 100.1560	523,239.34	10,592.14 8,954.87	2,893.12	4.24
U S Treas Bd Strip 8/15/44 Standard & Poors Rating: N/A Moodys Rating: N/A 912834NV6 Asset Minor Code 23 *ACCOUNT 6746050802*	125,000.000	47,908.75 .3833	52,895.00	- 4,986.25 1,647.50	.00	0.00
Total US Government Issues	**2,936,080.110**	**2,714,615.88**	**2,659,152.10**	**55,463.78** **38,435.51**	**18,286.65**	**4.32**

Corporate Issues

At T Inc 2.550% 12/01/33 Standard & Poors Rating: BBB Moodys Rating: Baa2 00206RMM1 Asset Minor Code 28 *ACCOUNT 6746050802*	30,000.000	25,107.30 83.6910	24,046.20	1,061.10 433.80	63.75	3.05
Advocate Health 3.829% 8/15/28 Standard & Poors Rating: AA Moodys Rating: Aa3 007589AA2 Asset Minor Code 28 *ACCOUNT 6746050802*	25,000.000	24,708.25 98.8330	24,687.75	20.50 20.50	361.63	3.87
American Express Co 6.338% 10/30/26 Standard & Poors Rating: A- Moodys Rating: A2 025816DL0 Asset Minor Code 28 *ACCOUNT 6746050802*	15,000.000	15,087.90 100.5860	15,261.15	- 173.25 - 14.85	161.09	6.30

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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
American Honda Mtn 4.850% 10/23/31 Standard & Poors Rating: A- Moodys Rating: A3 02665WFU0 Asset Minor Code 28 *ACCOUNT 6746050802*	25,000.000	25,067.25 100.2690	24,665.25	402.00 286.00	835.28	4.84
American Homes L P 4.950% 6/15/30 Standard & Poors Rating: BBB Moodys Rating: Baa2 02666TAK3 Asset Minor Code 28 *ACCOUNT 6746050802*	20,000.000	20,204.20 101.0210	19,888.80	315.40 219.20	132.00	4.90
American Wtr Cap 5.250% 3/01/35 Standard & Poors Rating: A Moodys Rating: Baa1 03040WBF1 Asset Minor Code 28 *ACCOUNT 6746050802*	20,000.000	20,266.60 101.3330	19,923.00	343.60 319.00	361.67	5.18
Americold Rlty Oper 5.600% 5/15/32 Standard & Poors Rating: N/A Moodys Rating: Baa3 03063UAB7 Asset Minor Code 28 *ACCOUNT 6746050802*	20,000.000	20,098.00 100.4900	20,077.80	20.20 251.20	273.78	5.57
Applovin Corp Sr 5.125% 12/01/29 Standard & Poors Rating: BBB- Moodys Rating: Ba1 03831WAB4 Asset Minor Code 28 *ACCOUNT 6746050802*	11,000.000	11,143.22 101.3020	10,995.82	147.40 70.18	46.98	5.06
Arizona Pub 5.700% 8/15/34 Standard & Poors Rating: BBB+ Moodys Rating: Baa1 040555DH4 Asset Minor Code 28 *ACCOUNT 6746050802*	10,000.000	10,310.60 103.1060	9,972.60	338.00 176.30	215.33	5.53

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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
Associated Banc Corp 6.455% 8/29/30 Standard & Poors Rating: BBB- Moodys Rating: Baa3 045487AD7 Asset Minor Code 28 *ACCOUNT 6746050802*	15,000.000	15,414.90 102.7660	15,098.16	316.74 216.30	86.07	6.28
Bat Capital Corp 5.350% 8/15/32 Standard & Poors Rating: BBB+ Moodys Rating: Baa1 05526DCB9 Asset Minor Code 28 *ACCOUNT 6746050802*	13,000.000	13,295.36 102.2720	12,989.60	305.76 164.32	208.65	5.23
Bmw Veh Owner Tr 3.440% 12/26/28 Standard & Poors Rating: AAA Moodys Rating: Aaa 05602RAE1 Asset Minor Code 31 *ACCOUNT 6746050802*	100,000.000	99,482.00 99.4820	95,808.59	3,673.41 138.00	57.33	3.46
Bank Of America Mtn 3.194% 7/23/30 Standard & Poors Rating: A- Moodys Rating: A1 06051GHV4 Asset Minor Code 28 *ACCOUNT 6746050802*	20,000.000	19,037.80 95.1890	22,159.40	- 3,121.60 196.60	280.36	3.36
Black Hills Corp 6.000% 1/15/35 Standard & Poors Rating: BBB+ Moodys Rating: Baa2 092113AX7 Asset Minor Code 28 *ACCOUNT 6746050802*	15,000.000	15,557.10 103.7140	14,968.05	589.05 259.05	390.00	5.79
Brown Brown Inc 6.250% 6/23/55 Standard & Poors Rating: BBB- Moodys Rating: Baa3 115236AN1 Asset Minor Code 28 *ACCOUNT 6746050802*	10,000.000	10,308.10 103.0810	9,975.80	332.30 332.30	13.89	6.06

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ACCOUNT 6746050899

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Carmax Auto Owner 4.800% 3/15/30 Standard & Poors Rating: AAA Moodys Rating: N/A 14320AAD3 Asset Minor Code 31 *ACCOUNT 6746050802*	10,000.000	10,091.60 100.9160	9,998.53	93.07 60.60	21.33	4.76
Caterpillar Inc 5.200% 5/15/35 Standard & Poors Rating: A Moodys Rating: A2 149123CL3 Asset Minor Code 28 *ACCOUNT 6746050802*	.000	.00 101.9350	.00	.00 - 109.60	.00	0.00
Citigroup Inc Sub 6.174% 5/25/34 Standard & Poors Rating: BBB Moodys Rating: Baa2 17327CAR4 Asset Minor Code 28 *ACCOUNT 6746050802*	30,000.000	31,404.90 104.6830	29,244.30	2,160.60 663.60	185.22	5.90
Citizens Financial 6.645% 4/25/35 Standard & Poors Rating: BBB+ Moodys Rating: Baa1 174610BG9 Asset Minor Code 28 *ACCOUNT 6746050802*	10,000.000	10,778.80 107.7880	10,008.87	769.93 176.20	121.83	6.16
Commonwealth Edison 5.875% 2/01/33 Standard & Poors Rating: A Moodys Rating: A1 202795HG8 Asset Minor Code 28 *ACCOUNT 6746050802*	20,000.000	21,048.40 105.2420	20,078.40	970.00 266.80	489.58	5.58
Conocophillips 5.650% 1/15/65 Standard & Poors Rating: A- Moodys Rating: A2 20826FBN5 Asset Minor Code 28 *ACCOUNT 6746050802*	15,000.000	14,269.20 95.1280	13,575.60	693.60 453.45	484.96	5.94

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ACCOUNT 6746050899

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Constellation Brands 4.800% 5/01/30 Standard & Poors Rating: BBB Moodys Rating: Baa2 21036PBS6 Asset Minor Code 28 *ACCOUNT 6746050802*	20,000.000	20,165.00 100.8250	19,974.70	190.30 183.60	160.00	4.76
Dte Elec Co 5.250% 5/15/35 Standard & Poors Rating: A Moodys Rating: Aa3 23338VAY2 Asset Minor Code 28 *ACCOUNT 6746050802*	15,000.000	15,274.05 101.8270	14,975.70	298.35 276.90	102.81	5.16
Daimler Trucks 5.770% 12/15/27 Standard & Poors Rating: N/A Moodys Rating: Aaa 233874AC0 Asset Minor Code 31 *ACCOUNT 6746050802*	10,000.000	10,104.00 101.0400	9,999.11	104.89 32.80	25.64	5.71
Delta Air Lines 5.000% 12/10/29 Standard & Poors Rating: A- Moodys Rating: A1 247361ZW1 Asset Minor Code 31 *ACCOUNT 6746050802*	25,765.670	24,340.57 94.4690	22,287.30	2,053.27 32.98	75.15	5.29
Duke Energy 5.550% 3/15/54 Standard & Poors Rating: A Moodys Rating: A2 26442EAL4 Asset Minor Code 28 *ACCOUNT 6746050802*	25,000.000	24,423.25 97.6930	24,829.15	- 405.90 997.25	408.54	5.68
Eog Res Inc 5.000% 7/15/32 Standard & Poors Rating: A- Moodys Rating: A3 26875PAY7 Asset Minor Code 28 *ACCOUNT 6746050802*	30,000.000	30,364.80 101.2160	29,937.60	427.20 427.20	.00	4.94

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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
Ecolab Inc 4.300% 6/15/28 Standard & Poors Rating: A- Moodys Rating: A3 278865BQ2 Asset Minor Code 28 *ACCOUNT 6746050802*	20,000.000	20,139.40 100.6970	19,981.50	157.90 80.00	62.11	4.27
Electronic Arts Inc 2.950% 2/15/51 Standard & Poors Rating: BBB+ Moodys Rating: Baa1 285512AF6 Asset Minor Code 28 *ACCOUNT 6746050802*	.000	.00 62.4450	.00	.00 - 236.06	.00	0.00
Energy Transfer 8.250% 11/15/29 Standard & Poors Rating: BBB Moodys Rating: Baa2 29273RBC2 Asset Minor Code 28 *ACCOUNT 6746050802*	25,000.000	28,281.25 113.1250	27,795.00	486.25 477.00	263.54	7.29
Essential Utils Inc 3.351% 4/15/50 Standard & Poors Rating: BBB+ Moodys Rating: Baa2 29670GAE2 Asset Minor Code 28 *ACCOUNT 6746050802*	14,000.000	9,243.92 66.0280	8,620.08	623.84 342.58	99.04	5.08
F G Annuities Life 6.500% 6/04/29 Standard & Poors Rating: BBB- Moodys Rating: N/A 30190AAF1 Asset Minor Code 28 *ACCOUNT 6746050802*	25,000.000	25,777.00 103.1080	25,012.10	764.90 223.25	121.87	6.30
Extra Space Storage 5.700% 4/01/28 Standard & Poors Rating: BBB+ Moodys Rating: Baa2 30225VAJ6 Asset Minor Code 28 *ACCOUNT 6746050802*	5,000.000	5,164.45 103.2890	5,142.85	21.60 24.75	71.25	5.52

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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
Meta Platforms Inc 5.400% 8/15/54 Standard & Poors Rating: AA- Moodys Rating: Aa3 30303M8V7 Asset Minor Code 28 *ACCOUNT 6746050802*	15,000.000	14,628.60 97.5240	14,940.15	- 311.55 388.95	306.00	5.54
First Natl Mstr 8.24026% 4/16/29 Standard & Poors Rating: N/A Moodys Rating: Aaa 32113CBV1 Asset Minor Code 31 *ACCOUNT 6746050802*	40,000.000	40,195.60 100.4890	39,920.31	275.29 7.20	146.49	8.20
First Natl Master 4.850% 2/15/30 Standard & Poors Rating: N/A Moodys Rating: Aaa 32113CCE8 Asset Minor Code 31 *ACCOUNT 6746050802*	30,000.000	30,523.20 101.7440	29,995.75	527.45 132.30	64.67	4.77
Flowers Foods Inc 6.200% 3/15/55 Standard & Poors Rating: BBB Moodys Rating: Baa3 343498AE1 Asset Minor Code 28 *ACCOUNT 6746050802*	20,000.000	19,795.20 98.9760	19,866.00	- 70.80 332.60	471.89	6.26
Ford Credit At 4.940% 6/15/28 Standard & Poors Rating: N/A Moodys Rating: Aaa 345282AD9 Asset Minor Code 31 *ACCOUNT 6746050802*	40,000.000	40,316.40 100.7910	40,146.88	169.52 112.40	87.82	4.90
Ford Cr Auto Owner 5.980% 6/15/28 Standard & Poors Rating: N/A Moodys Rating: Aaa 345295AF6 Asset Minor Code 31 *ACCOUNT 6746050802*	45,000.000	45,752.85 101.6730	45,149.41	603.44 26.55	119.60	5.88

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Gatx Corp 5.500% 6/15/35 Standard & Poors Rating: BBB Moodys Rating: Baa2 361448BS1 Asset Minor Code 28 *ACCOUNT 6746050802*	15,000.000	15,191.55 101.2770	14,943.75	247.80 311.10	36.67	5.43
Gm Fin Atmbl Lease 5.160% 1/20/27 Standard & Poors Rating: AAA Moodys Rating: N/A 362541AE4 Asset Minor Code 31 *ACCOUNT 6746050802*	.000	.00 100.0030	.00	.00 - 142.60	.00	0.00
General Mtn 5.875% 1/14/38 Standard & Poors Rating: A- Moodys Rating: A3 36962G3P7 Asset Minor Code 28 *ACCOUNT 6746050802*	20,000.000	21,337.60 106.6880	21,043.91	293.69 393.60	545.07	5.51
General Mtrs Finl Co 5.050% 4/04/28 Standard & Poors Rating: BBB Moodys Rating: Baa2 37045XFE1 Asset Minor Code 28 *ACCOUNT 6746050802*	10,000.000	10,075.80 100.7580	9,998.00	77.80 51.40	164.12	5.01
Goldman Sachs 1.948% 10/21/27 Standard & Poors Rating: BBB+ Moodys Rating: A2 38141GYM0 Asset Minor Code 28 *ACCOUNT 6746050802*	27,000.000	26,143.02 96.8260	24,612.39	1,530.63 137.16	102.27	2.01
Hubbell Inc 3.350% 3/01/26 Standard & Poors Rating: BBB+ Moodys Rating: Baa1 443510AG7 Asset Minor Code 28 *ACCOUNT 6746050802*	10,000.000	9,914.60 99.1460	9,819.60	95.00 10.40	111.67	3.38

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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
Huntington 5.272% 1/15/31 Standard & Poors Rating: BBB+ Moodys Rating: Baa1 446150BE3 Asset Minor Code 28 *ACCOUNT 6746050802*	20,000.000	20,492.00 102.4600	20,000.00	492.00 275.40	222.60	5.15
Jpmorgan Chase Co 5.766% 4/22/35 Standard & Poors Rating: A Moodys Rating: A1 46647PEH5 Asset Minor Code 28 *ACCOUNT 6746050802*	30,000.000	31,517.70 105.0590	31,778.40	- 260.70 492.00	331.55	5.49
Kinder Morgan Inc 5.150% 6/01/30 Standard & Poors Rating: BBB Moodys Rating: Baa2 49456BBB6 Asset Minor Code 28 *ACCOUNT 6746050802*	25,000.000	25,525.50 102.1020	25,029.90	495.60 290.50	214.58	5.04
Mplx LP 5.950% 4/01/55 Standard & Poors Rating: BBB Moodys Rating: Baa2 55336VBZ2 Asset Minor Code 28 *ACCOUNT 6746050802*	15,000.000	14,287.05 95.2470	14,464.35	- 177.30 433.65	275.19	6.25
Mattel Inc 5.450% 11/01/41 Standard & Poors Rating: BBB Moodys Rating: Baa3 577081AW2 Asset Minor Code 28 *ACCOUNT 6746050802*	16,000.000	14,223.52 88.8970	12,916.16	1,307.36 343.36	145.33	6.13
Mercedes-Benz At 0.00001% 4/16/29 Standard & Poors Rating: AAA Moodys Rating: N/A 58768YAD7 Asset Minor Code 31 *ACCOUNT 6746050802*	10,000.000	10,113.60 101.1360	9,998.78	114.82 41.30	.00	0.00

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Morgan Stanley 6.407% 11/01/29 Standard & Poors Rating: A- Moodys Rating: A1 61747YFH3 Asset Minor Code 28 *ACCOUNT 6746050802*	15,000.000	15,888.30 105.9220	15,506.40	381.90 76.20	400.44	6.05
Motorola Solutions 5.550% 8/15/35 Standard & Poors Rating: BBB Moodys Rating: Baa2 620076CC1 Asset Minor Code 28 *ACCOUNT 6746050802*	20,000.000	20,392.00 101.9600	19,972.20	419.80 419.80	46.25	5.44
Nissan Auto Rec Own 4.490% 12/15/29 Standard & Poors Rating: N/A Moodys Rating: Aaa 65481GAD7 Asset Minor Code 31 *ACCOUNT 6746050802*	15,000.000	15,150.90 101.0060	14,997.12	153.78 117.30	29.93	4.45
Occidental 6.200% 3/15/40 Standard & Poors Rating: Bb+ Moodys Rating: Baa3 674599DJ1 Asset Minor Code 28 *ACCOUNT 6746050802*	20,000.000	19,569.40 97.8470	20,474.20	- 904.80 929.60	365.11	6.34
Ovintiv Inc 6.250% 7/15/33 Standard & Poors Rating: BBB- Moodys Rating: Baa3 69047QAC6 Asset Minor Code 28 *ACCOUNT 6746050802*	18,000.000	18,583.92 103.2440	17,490.42	1,093.50 559.62	518.75	6.05
Pnc Finl Svcs Group 3.400% 12/15/69 Standard & Poors Rating: BBB- Moodys Rating: Baa2 693475BC8 Asset Minor Code 28 *ACCOUNT 6746050802*	10,000.000	9,657.50 96.5750	8,893.20	764.30 138.80	15.11	3.52

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Pacific Gas Elec 3.450% 7/01/25 Standard & Poors Rating: N/R Moodys Rating: WR 694308JL2 Asset Minor Code 28 *ACCOUNT 6746050802*	20,000.000	20,000.00 100.0000	19,800.80	199.20 35.40	345.00	3.45
Paychex Inc 5.600% 4/15/35 Standard & Poors Rating: BBB+ Moodys Rating: Baa1 704326AC1 Asset Minor Code 28 *ACCOUNT 6746050802*	.000	.00 103.3660	.00	.00 - 364.65	.00	0.00
Plains All Amer Pipe 4.300% 1/31/43 Standard & Poors Rating: BBB Moodys Rating: Baa2 72650RBC5 Asset Minor Code 28 *ACCOUNT 6746050802*	28,000.000	22,244.32 79.4440	19,544.00	2,700.32 693.00	505.01	5.41
Realty Income Corp 5.125% 4/15/35 Standard & Poors Rating: A- Moodys Rating: A3 756109CT9 Asset Minor Code 28 *ACCOUNT 6746050802*	.000	.00 100.1190	.00	.00 - 72.60	.00	0.00
Regeneron 2.800% 9/15/50 Standard & Poors Rating: BBB+ Moodys Rating: Baa1 75886FAF4 Asset Minor Code 28 *ACCOUNT 6746050802*	35,000.000	20,894.30 59.6980	20,255.65	638.65 577.05	288.56	4.69
Regions Financial 5.722% 6/06/30 Standard & Poors Rating: BBB+ Moodys Rating: Baa1 7591EPAU4 Asset Minor Code 28 *ACCOUNT 6746050802*	20,000.000	20,656.00 103.2800	20,000.00	656.00 201.80	79.47	5.54

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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
Reinsurance Group 5.750% 9/15/34 Standard & Poors Rating: A Moodys Rating: Baa1 759351AS8 Asset Minor Code 28 *ACCOUNT 6746050802*	24,000.000	24,634.32 102.6430	23,925.88	708.44 317.52	406.33	5.60
Ssm Health Care Corp 4.894% 6/01/28 Standard & Poors Rating: A+ Moodys Rating: N/A 784710AC9 Asset Minor Code 28 *ACCOUNT 6746050802*	18,000.000	18,278.46 101.5470	17,646.48	631.98 110.52	73.41	4.82
Southern Calif 5.875% 12/01/53 Standard & Poors Rating: A- Moodys Rating: A2 842400HX4 Asset Minor Code 28 *ACCOUNT 6746050802*	19,000.000	17,343.01 91.2790	17,553.91	- 210.90 353.97	93.02	6.44
State Str Corp Sr Nt 4.675% 10/22/32 Standard & Poors Rating: A Moodys Rating: Aa3 857477CR2 Asset Minor Code 28 *ACCOUNT 6746050802*	25,000.000	25,010.00 100.0400	25,000.00	10.00 245.50	224.01	4.67
Suncor Energy Inc 5.950% 12/01/34 Standard & Poors Rating: N/A Moodys Rating: Baa1 867229AD8 Asset Minor Code 28 *ACCOUNT 6746050802*	13,000.000	13,486.20 103.7400	12,500.80	985.40 323.44	64.46	5.74
Synopsys Inc 5.150% 4/01/35 Standard & Poors Rating: BBB Moodys Rating: Baa1 871607AE7 Asset Minor Code 28 *ACCOUNT 6746050802*	11,000.000	11,087.34 100.7940	10,975.80	111.54 215.05	163.66	5.11

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Sysco Corp Sr 5.400% 3/23/35 Standard & Poors Rating: BBB Moodys Rating: Baa1 871829BV8 Asset Minor Code 28 *ACCOUNT 6746050802*	15,000.000	15,257.25 101.7150	14,988.60	268.65 254.25	283.50	5.31
Targa Res Corp 4.900% 9/15/30 Standard & Poors Rating: BBB Moodys Rating: Baa2 87612GAP6 Asset Minor Code 28 *ACCOUNT 6746050802*	20,000.000	20,168.80 100.8440	19,974.00	194.80 194.80	35.39	4.86
Toyota Auto Rec 1.020% 3/15/27 Standard & Poors Rating: AAA Moodys Rating: N/A 89238JAD7 Asset Minor Code 31 *ACCOUNT 6746050802*	41,716.000	41,228.76 98.8320	38,241.84	2,986.92 - 351.16	18.91	1.03
Truist Mtn 5.071% 5/20/31 Standard & Poors Rating: A- Moodys Rating: Baa1 89788MAU6 Asset Minor Code 28 *ACCOUNT 6746050802*	15,000.000	15,228.00 101.5200	15,000.00	228.00 161.25	86.63	5.00
United Air 2019 1 4.150% 2/25/33 Standard & Poors Rating: N/A Moodys Rating: Aa3 90931CAA6 Asset Minor Code 31 *ACCOUNT 6746050802*	26,303.350	25,190.98 95.7710	24,866.13	324.85 357.72	382.06	4.33
United Airlines 4.300% 2/15/27 Standard & Poors Rating: A Moodys Rating: N/A 909319AA3 Asset Minor Code 31 *ACCOUNT 6746050802*	26,315.140	26,283.30 99.8790	25,024.12	1,259.18 25.53	427.47	4.31

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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
United Air 2014 1 A 4.000% 4/11/26 Standard & Poors Rating: A+ Moodys Rating: N/A 90932PAA6 Asset Minor Code 31 *ACCOUNT 6746050802*	22,765.150	22,564.59 99.1190	22,096.31	468.28 50.77	202.36	4.04
United Air 2014 2 3.750% 3/03/28 Standard & Poors Rating: A Moodys Rating: N/A 90932QAA4 Asset Minor Code 31 *ACCOUNT 6746050802*	18,886.240	18,568.57 98.3180	18,296.05	272.52 61.75	232.14	3.81
United Parcel Svcs 6.050% 5/14/65 Standard & Poors Rating: A Moodys Rating: A2 911312CL8 Asset Minor Code 28 *ACCOUNT 6746050802*	25,000.000	25,585.50 102.3420	24,880.50	705.00 741.25	197.47	5.91
Valero Energy Corp 5.150% 2/15/30 Standard & Poors Rating: BBB Moodys Rating: Baa2 91913YBF6 Asset Minor Code 28 *ACCOUNT 6746050802*	.000	.00 101.9780	.00	.00 - 196.20	.00	0.00
Wells Fargo Co Mtn 5.198% 1/23/30 Standard & Poors Rating: BBB+ Moodys Rating: A1 95000U3J0 Asset Minor Code 28 *ACCOUNT 6746050802*	15,000.000	15,364.50 102.4300	15,000.00	364.50 119.25	342.20	5.07
Westar Energy Inc 3.100% 4/01/27 Standard & Poors Rating: A Moodys Rating: A2 95709TAP5 Asset Minor Code 28 *ACCOUNT 6746050802*	24,000.000	23,587.68 98.2820	22,472.51	1,115.17 100.56	186.00	3.15

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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
Weyerhaeuser Co 7.375% 3/15/32 Standard & Poors Rating: BBB Moodys Rating: Baa2 962166BR4 Asset Minor Code 28 *ACCOUNT 6746050802*	16,000.000	18,063.04 112.8940	17,236.48	826.56 128.32	347.44	6.53
World Financial 4.620% 5/15/31 Standard & Poors Rating: AAA Moodys Rating: N/A 981464HU7 Asset Minor Code 31 *ACCOUNT 6746050802*	50,000.000	50,368.50 100.7370	49,751.95	616.55 146.00	102.67	4.59
World Omni Set Auto 5.510% 2/15/30 Standard & Poors Rating: AAA Moodys Rating: N/A 98164LAD1 Asset Minor Code 31 *ACCOUNT 6746050802*	30,000.000	30,157.20 100.5240	30,106.64	50.56 50.56	73.47	5.48
World Omni Auto Rec 4.990% 3/15/30 Standard & Poors Rating: AAA Moodys Rating: N/A 98164YAD3 Asset Minor Code 31 *ACCOUNT 6746050802*	20,000.000	20,250.20 101.2510	19,998.52	251.68 62.60	44.36	4.93
World Omni Aut Lea 5.570% 7/17/28 Standard & Poors Rating: N/A Moodys Rating: Aaa 981944AE1 Asset Minor Code 31 *ACCOUNT 6746050802*	100,000.000	100,125.00 100.1250	98,414.06	1,710.94 - 2.00	247.56	5.56
Total Corporate Issues	**1,813,751.550**	**1,796,860.80**	**1,757,487.07**	**39,373.73** **17,861.04**	**16,354.35**	**5.00**

Foreign Issues

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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
Bhp Billiton Fin 5.125% 2/21/32 Standard & Poors Rating: N/A Moodys Rating: A1 055451BK3 Asset Minor Code 35 *ACCOUNT 6746050802*	20,000.000	20,477.60 102.3880	19,917.60	560.00 254.80	370.14	5.01
Bank Of Nova Scotia 4.900% 9/04/72 Standard & Poors Rating: BBB- Moodys Rating: WR 064159VJ2 Asset Minor Code 35 *ACCOUNT 6746050802*	.000	.00 100.0000	.00	.00 - 253.30	.00	0.00
Barclays Plc Sr Nt 5.690% 3/12/30 Standard & Poors Rating: BBB+ Moodys Rating: Baa1 06738ECR4 Asset Minor Code 35 *ACCOUNT 6746050802*	20,000.000	20,694.40 103.4720	20,045.40	649.00 189.40	344.56	5.50
Canadian Imperial Bk 6.092% 10/03/33 Standard & Poors Rating: A- Moodys Rating: A2 13607LWW9 Asset Minor Code 35 *ACCOUNT 6746050802*	20,000.000	21,444.00 107.2200	20,797.60	646.40 227.60	297.83	5.68
Hsbc Hldgs Plc 2.804% 5/24/32 Standard & Poors Rating: A- Moodys Rating: A3 404280CT4 Asset Minor Code 35 *ACCOUNT 6746050802*	20,000.000	17,768.80 88.8440	16,809.60	959.20 269.80	57.64	3.16
Royal Bk Cda Fr Mtn 4.965% 1/24/29 Standard & Poors Rating: A Moodys Rating: A1 78017DAA6 Asset Minor Code 35 *ACCOUNT 6746050802*	25,000.000	25,360.25 101.4410	25,005.50	354.75 111.50	541.32	4.89

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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
Santander Uk Group 4.858% 9/11/30 Standard & Poors Rating: BBB Moodys Rating: Baa1 80281LAU9 Asset Minor Code 35 *ACCOUNT 6746050802*	20,000.000	19,973.80 99.8690	20,000.00	- 26.20 169.20	296.88	4.86
Total Foreign Issues	**125,000.000**	**125,718.85**	**122,575.70**	**3,143.15** **969.00**	**1,908.37**	**4.89**

Mutual Funds

Mutual Funds-Equity

Cohen & Steers Instl Realty Shares 19247U106 Asset Minor Code 98 *ACCOUNT 6746050800*	7,397.746	364,486.95 49.2700	357,149.82	7,337.13 - 732.83	.00	3.04
Columbia Small Cap Growth Inst3 19765Y340 Asset Minor Code 98 *ACCOUNT 6746050800*	1,836.462	55,608.07 30.2800	50,925.09	4,682.98 4,499.33	.00	0.00
Columbia Contrarian Core Fund 19766M709 Asset Minor Code 98 *ACCOUNT 6746050800*	30,837.397	1,196,491.00 38.8000	951,364.28	245,126.72 63,833.41	.00	0.65
Fidelity International Index Fund 315911727 Asset Minor Code 98 *ACCOUNT 6746050800*	8,903.270	510,424.47 57.3300	442,644.60	67,779.87 12,464.58	.00	2.71
Emerald Growth Institutional 317609253 Asset Minor Code 98 *ACCOUNT 6746050800*	3,567.663	96,897.73 27.1600	81,785.47	15,112.26 9,204.57	.00	2.49

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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
Goldman Sachs Gqg Ptnrs Intl Opps R6 38147N269 Asset Minor Code 98 *ACCOUNT 6746050800*	8,837.377	200,166.59 22.6500	201,597.85	- 1,431.26 3,446.58	.00	2.00
Hartford Schroders Emerging Markets 41665X859 Asset Minor Code 98 *ACCOUNT 6746050800*	20,415.880	388,105.88 19.0100	328,901.14	59,204.74 22,865.79	.00	1.17
Lazard Cl List Infrastr Inst 52106N459 Asset Minor Code 98 *ACCOUNT 6746050800*	10,949.081	196,645.49 17.9600	181,845.57	14,799.92 1,104.18	.00	2.76
Mfs International Growth R6 552746356 Asset Minor Code 98 *ACCOUNT 6746050800*	3,986.457	190,512.78 47.7900	132,509.21	58,003.57 4,823.61	.00	1.47
Nyli Cbre Global Infrastructure 56064L280 Asset Minor Code 98 *ACCOUNT 6746050800*	13,016.512	185,745.63 14.2700	169,576.45	16,169.18 - 257.99	.00	2.14
Putnam Core Equity Fund Y 74676P839 Asset Minor Code 98 *ACCOUNT 6746050800*	11,189.761	505,553.40 45.1800	486,693.05	18,860.35 25,176.96	.00	0.70
Schwab U S Large Cap Etf 808524201 Asset Minor Code 94 *ACCOUNT 6746050800*	150,420.000	3,676,264.80 24.4400	3,432,266.28	243,998.52 171,478.80	.00	1.17
Undiscovered Mgrs Behavioral Value 904504479 Asset Minor Code 98 *ACCOUNT 6746050800*	1,780.544	146,200.47 82.1100	121,515.90	24,684.57 4,059.64	.00	2.02

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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-Equity	**273,138.150**	**7,713,103.26**	**6,938,774.71**	**774,328.55** **321,966.63**	**.00**	**1.36**
Mutual Funds-Fixed Income						
Ishares Mbs Etf 464288588 Asset Minor Code 95 *ACCOUNT 6746050800*	2,940.000	276,036.60 93.8900	273,426.63	2,609.97 3,645.60	.00	4.07
Total Mutual Funds-Fixed Income	**2,940.000**	**276,036.60**	**273,426.63**	**2,609.97** **3,645.60**	**.00**	**4.07**
Total Mutual Funds	**276,078.150**	**7,989,139.86**	**7,212,201.34**	**776,938.52** **325,612.23**	**.00**	**1.46**
Total Assets	**5,498,280.200**	**12,943,768.18**	**12,068,849.00**	**874,919.18** **382,877.78**	**37,778.65**	**2.66**
Accrued Income	**.000**	**37,778.65**	**37,778.65**			
Grand Total	**5,498,280.200**	**12,981,546.83**	**12,106,627.65**			

ASSET DETAIL MESSAGES

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

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ASSET DETAIL MESSAGES (continued)

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.

The asset categories used in this statement may be general in nature. For example, assets listed under the "Mutual Funds" category may include open-end investment companies registered under the Investment Company Act of 1940 (which are commonly known as "mutual funds") but may also include closed-end investment companies, unit investment trusts, common trust funds, collective trust funds or other investments that are registered with (or not subject to registration with) the Securities and Exchange Commission.

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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								
304,310.160	First Am Govt Ob Fd Cl X 31846V336 *ACCOUNT 6746050800*		07/01/25	0.04	1,254.40	1,027.95	1,254.40	1,027.95
43,060.230	First Am Govt Ob Fd Cl X 31846V336 *ACCOUNT 6746050802*		07/01/25	0.04	262.24	201.33	262.24	201.33
Total First Am Govt Ob Fd Cl X					**1,516.64**	**1,229.28**	**1,516.64**	**1,229.28**
Total Cash And Equivalents					**1,516.64**	**1,229.28**	**1,516.64**	**1,229.28**
US Government Issues								
379,760.450	F H L M C #Sd8237 4.000% 7/01/52 3132DWEJ8 *ACCOUNT 6746050802*				1,702.96	1,262.08	1,277.22	1,687.82
67,805.710	F H L M C #Sd8244 4.000% 9/01/52 3132DWER0 *ACCOUNT 6746050802*				227.76	226.02	227.76	226.02
335,786.570	F H L M C #Sd8288 5.000% 12/01/52 3132DWF57 *ACCOUNT 6746050802*				1,883.16	1,394.69	1,412.37	1,865.48
67,020.780	F H L M C #Sd8494 5.500% 12/01/54 3132DWNK5 *ACCOUNT 6746050802*				310.20	307.18	310.20	307.18
60,000.000	F H L M C Mltcl Mtg 5.180% 3/25/29 3137HCKV3 *ACCOUNT 6746050802*				259.00	259.00	259.00	259.00
74,267.740	F N M A #Cb8133 5.000% 3/01/54 3140QUBB1 *ACCOUNT 6746050802*				.00	310.06	310.06	.00

INCOME ACCRUAL DETAIL (continued)

SHARES/ FACE AMOUNT	DESCRIPTION	EX DATE	PAY DATE	ANN RATE	BEGINNING ACCRUAL	INCOME EARNED	INCOME RECEIVED	ENDING ACCRUAL
175,439.140	F N M A #Ma4838 3.500% 11/01/52 31418ELU2 *ACCOUNT 6746050802*				515.46	511.70	515.46	511.70
261,999.720	F N M A #Ma4867 4.500% 12/01/52 31418EMR8 *ACCOUNT 6746050802*				991.18	982.50	991.18	982.50
15,000.000	U S Treasury Bd 3.875% 5/15/43 912810TS7 *ACCOUNT 6746050802*				26.85	47.39	.00	74.24
92,000.000	U S Treasury Bd 4.250% 8/15/44 912810UD8 *ACCOUNT 6746050802*				1,144.92	324.03	.00	1,468.95
11,000.000	U S Treasury Nt 4.500% 11/15/54 912810UE6 *ACCOUNT 6746050802*				22.87	40.35	.00	63.22
20,000.000	U S Treasury Bd 4.625% 2/15/55 912810UG1 *ACCOUNT 6746050802*				.00	32.44	- 315.07	347.51
.000	U S Treasury Nt 4.250% 11/15/34 91282CLW9 *ACCOUNT 6746050802*				369.10	195.41	564.51	.00
283,000.000	U S Treasury Nt 4.375% 1/31/32 91282CMK4 *ACCOUNT 6746050802*				4,825.79	1,107.89	769.13	5,164.55
.000	U S Treasury Nt 4.625% 2/15/35 91282CMM0 *ACCOUNT 6746050802*				799.03	67.84	866.87	.00
30,000.000	U S Treasury Nt 4.125% 2/29/32 91282CMR9 *ACCOUNT 6746050802*				521.23	154.69	262.30	413.62
300,000.000	U S Treasury Nt 4.000% 4/30/32 91282CNA5 *ACCOUNT 6746050802*				1,078.26	980.44	36.96	2,021.74

INCOME ACCRUAL DETAIL (continued)

SHARES/ FACE AMOUNT	DESCRIPTION	EX DATE	PAY DATE	ANN RATE	BEGINNING ACCRUAL	INCOME EARNED	INCOME RECEIVED	ENDING ACCRUAL
533,000.000	U S Treasury Nt 4.250% 5/15/35 91282CNC1 *ACCOUNT 6746050802*				392.55	1,484.04	- 1,016.53	2,893.12
Total US Government Issues					**15,070.32**	**9,687.75**	**6,471.42**	**18,286.65**
Corporate Issues								
30,000.000	At T Inc 2.550% 12/01/33 00206RMM1 *ACCOUNT 6746050802*				382.50	63.75	382.50	63.75
25,000.000	Advocate Health 3.829% 8/15/28 007589AA2 *ACCOUNT 6746050802*				.00	15.96	- 345.67	361.63
15,000.000	American Express Co 6.338% 10/30/26 025816DL0 *ACCOUNT 6746050802*				81.87	79.22	.00	161.09
25,000.000	American Honda Mtn 4.850% 10/23/31 02665WFU0 *ACCOUNT 6746050802*				734.24	101.04	.00	835.28
20,000.000	American Homes L P 4.950% 6/15/30 02666TAK3 *ACCOUNT 6746050802*				49.50	82.50	.00	132.00
20,000.000	American Wtr Cap 5.250% 3/01/35 03040WBF1 *ACCOUNT 6746050802*				274.17	87.50	.00	361.67
20,000.000	Americold Rlty Oper 5.600% 5/15/32 03063UAB7 *ACCOUNT 6746050802*				180.44	93.34	.00	273.78
11,000.000	Applovin Corp Sr 5.125% 12/01/29 03831WAB4 *ACCOUNT 6746050802*				275.61	46.98	275.61	46.98

INCOME ACCRUAL DETAIL (continued)

SHARES/ FACE AMOUNT	DESCRIPTION	EX DATE	PAY DATE	ANN RATE	BEGINNING ACCRUAL	INCOME EARNED	INCOME RECEIVED	ENDING ACCRUAL
10,000.000	Arizona Pub 5.700% 8/15/34 040555DH4 *ACCOUNT 6746050802*				167.83	47.50	.00	215.33
15,000.000	Associated Banc Corp 6.455% 8/29/30 045487AD7 *ACCOUNT 6746050802*				5.38	80.69	.00	86.07
13,000.000	Bat Capital Corp 5.350% 8/15/32 05526DCB9 *ACCOUNT 6746050802*				150.69	57.96	.00	208.65
100,000.000	Bmw Veh Owner Tr 3.440% 12/26/28 05602RAE1 *ACCOUNT 6746050802*				57.33	286.67	286.67	57.33
20,000.000	Bank Of America Mtn 3.194% 7/23/30 06051GHV4 *ACCOUNT 6746050802*				227.13	53.23	.00	280.36
15,000.000	Black Hills Corp 6.000% 1/15/35 092113AX7 *ACCOUNT 6746050802*				315.00	75.00	.00	390.00
10,000.000	Brown Brown Inc 6.250% 6/23/55 115236AN1 *ACCOUNT 6746050802*				.00	13.89	.00	13.89
10,000.000	Carmax Auto Owner 4.800% 3/15/30 14320AAD3 *ACCOUNT 6746050802*				21.33	37.33	37.33	21.33
.000	Caterpillar Inc 5.200% 5/15/35 149123CL3 *ACCOUNT 6746050802*				46.22	83.78	130.00	.00
30,000.000	Citigroup Inc Sub 6.174% 5/25/34 17327CAR4 *ACCOUNT 6746050802*				30.87	154.35	.00	185.22
10,000.000	Citizens Financial 6.645% 4/25/35 174610BG9 *ACCOUNT 6746050802*				66.45	55.38	.00	121.83

INCOME ACCRUAL DETAIL (continued)

SHARES/ FACE AMOUNT	DESCRIPTION	EX DATE	PAY DATE	ANN RATE	BEGINNING ACCRUAL	INCOME EARNED	INCOME RECEIVED	ENDING ACCRUAL
20,000.000	Commonwealth Edison 5.875% 2/01/33 202795HG8 *ACCOUNT 6746050802*				391.67	97.91	.00	489.58
15,000.000	Conocophillips 5.650% 1/15/65 20826FBN5 *ACCOUNT 6746050802*				414.33	70.63	.00	484.96
20,000.000	Constellation Brands 4.800% 5/01/30 21036PBS6 *ACCOUNT 6746050802*				80.00	80.00	.00	160.00
15,000.000	Dte Elec Co 5.250% 5/15/35 23338VAY2 *ACCOUNT 6746050802*				37.19	65.62	.00	102.81
10,000.000	Daimler Trucks 5.770% 12/15/27 233874AC0 *ACCOUNT 6746050802*				25.64	45.75	45.75	25.64
25,765.670	Delta Air Lines 5.000% 12/10/29 247361ZW1 *ACCOUNT 6746050802*				313.75	110.01	348.61	75.15
25,000.000	Duke Energy 5.550% 3/15/54 26442EAL4 *ACCOUNT 6746050802*				292.92	115.62	.00	408.54
20,000.000	Ecolab Inc 4.300% 6/15/28 278865BQ2 *ACCOUNT 6746050802*				.00	62.11	.00	62.11
.000	Electronic Arts Inc 2.950% 2/15/51 285512AF6 *ACCOUNT 6746050802*				251.90	9.50	261.40	.00
25,000.000	Energy Transfer 8.250% 11/15/29 29273RBC2 *ACCOUNT 6746050802*				91.67	171.87	.00	263.54
14,000.000	Essential Utils Inc 3.351% 4/15/50 29670GAE2 *ACCOUNT 6746050802*				59.95	39.09	.00	99.04

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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
25,000.000	F G Annuities Life 6.500% 6/04/29 30190AAF1 *ACCOUNT 6746050802*				798.95	135.42	812.50	121.87
5,000.000	Extra Space Storage 5.700% 4/01/28 30225VAJ6 *ACCOUNT 6746050802*				47.50	23.75	.00	71.25
15,000.000	Meta Platforms Inc 5.400% 8/15/54 30303M8V7 *ACCOUNT 6746050802*				238.50	67.50	.00	306.00
40,000.000	First Natl Mstr 8.24026% 4/16/29 32113CBV1 *ACCOUNT 6746050802*				146.49	171.00	171.00	146.49
30,000.000	First Natl Master 4.850% 2/15/30 32113CCE8 *ACCOUNT 6746050802*				64.67	121.25	121.25	64.67
20,000.000	Flowers Foods Inc 6.200% 3/15/55 343498AE1 *ACCOUNT 6746050802*				368.56	103.33	.00	471.89
40,000.000	Ford Credit At 4.940% 6/15/28 345282AD9 *ACCOUNT 6746050802*				87.82	157.33	157.33	87.82
45,000.000	Ford Cr Auto Owner 5.980% 6/15/28 345295AF6 *ACCOUNT 6746050802*				119.60	224.25	224.25	119.60
15,000.000	Gatx Corp 5.500% 6/15/35 361448BS1 *ACCOUNT 6746050802*				263.54	68.76	295.63	36.67
.000	Gm Fin Atmbl Lease 5.160% 1/20/27 362541AE4 *ACCOUNT 6746050802*				17.74	30.64	48.38	.00
20,000.000	General Mtn 5.875% 1/14/38 36962G3P7 *ACCOUNT 6746050802*				447.15	97.92	.00	545.07

INCOME ACCRUAL DETAIL (continued)

SHARES/ FACE AMOUNT	DESCRIPTION	EX DATE	PAY DATE	ANN RATE	BEGINNING ACCRUAL	INCOME EARNED	INCOME RECEIVED	ENDING ACCRUAL
10,000.000	General Mtrs Finl Co 5.050% 4/04/28 37045XFE1 *ACCOUNT 6746050802*				202.00	- 37.88	.00	164.12
27,000.000	Goldman Sachs 1.948% 10/21/27 38141GYM0 *ACCOUNT 6746050802*				58.44	43.83	.00	102.27
10,000.000	Hubbell Inc 3.350% 3/01/26 443510AG7 *ACCOUNT 6746050802*				83.75	27.92	.00	111.67
20,000.000	Huntington 5.272% 1/15/31 446150BE3 *ACCOUNT 6746050802*				134.73	87.87	.00	222.60
30,000.000	Jpmorgan Chase Co 5.766% 4/22/35 46647PEH5 *ACCOUNT 6746050802*				187.40	144.15	.00	331.55
25,000.000	Kinder Morgan Inc 5.150% 6/01/30 49456BBB6 *ACCOUNT 6746050802*				107.29	107.29	.00	214.58
15,000.000	Mplx LP 5.950% 4/01/55 55336VBZ2 *ACCOUNT 6746050802*				200.81	74.38	.00	275.19
16,000.000	Mattel Inc 5.450% 11/01/41 577081AW2 *ACCOUNT 6746050802*				72.67	72.66	.00	145.33
10,000.000	Mercedes-Benz At 0.00001% 4/16/29 58768YAD7 *ACCOUNT 6746050802*				.00	30.73	30.73	.00
15,000.000	Morgan Stanley 6.407% 11/01/29 61747YFH3 *ACCOUNT 6746050802*				320.35	80.09	.00	400.44
20,000.000	Motorola Solutions 5.550% 8/15/35 620076CC1 *ACCOUNT 6746050802*				.00	46.25	.00	46.25

INCOME ACCRUAL DETAIL (continued)

SHARES/ FACE AMOUNT	DESCRIPTION	EX DATE	PAY DATE	ANN RATE	BEGINNING ACCRUAL	INCOME EARNED	INCOME RECEIVED	ENDING ACCRUAL
15,000.000	Nissan Auto Rec Own 4.490% 12/15/29 65481GAD7 *ACCOUNT 6746050802*				7.48	56.13	33.68	29.93
20,000.000	Occidental 6.200% 3/15/40 674599DJ1 *ACCOUNT 6746050802*				261.78	103.33	.00	365.11
18,000.000	Ovintiv Inc 6.250% 7/15/33 69047QAC6 *ACCOUNT 6746050802*				425.00	93.75	.00	518.75
10,000.000	Pnc Finl Svcs Group 3.400% 12/15/69 693475BC8 *ACCOUNT 6746050802*				71.78	28.33	85.00	15.11
20,000.000	Pacific Gas Elec 3.450% 7/01/25 694308JL2 *ACCOUNT 6746050802*				287.50	57.50	.00	345.00
.000	Paychex Inc 5.600% 4/15/35 704326AC1 *ACCOUNT 6746050802*				119.00	7.00	126.00	.00
28,000.000	Plains All Amer Pipe 4.300% 1/31/43 72650RBC5 *ACCOUNT 6746050802*				404.68	100.33	.00	505.01
.000	Realty Income Corp 5.125% 4/15/35 756109CT9 *ACCOUNT 6746050802*				108.91	21.35	130.26	.00
35,000.000	Regeneron 2.800% 9/15/50 75886FAF4 *ACCOUNT 6746050802*				118.22	54.84	- 115.50	288.56
20,000.000	Regions Financial 5.722% 6/06/30 7591EPAU4 *ACCOUNT 6746050802*				556.31	95.36	572.20	79.47
24,000.000	Reinsurance Group 5.750% 9/15/34 759351AS8 *ACCOUNT 6746050802*				291.33	115.00	.00	406.33

INCOME ACCRUAL DETAIL (continued)

SHARES/ FACE AMOUNT	DESCRIPTION	EX DATE	PAY DATE	ANN RATE	BEGINNING ACCRUAL	INCOME EARNED	INCOME RECEIVED	ENDING ACCRUAL
18,000.000	Ssm Health Care Corp 4.894% 6/01/28 784710AC9 *ACCOUNT 6746050802*				440.46	73.41	440.46	73.41
19,000.000	Southern Calif 5.875% 12/01/53 842400HX4 *ACCOUNT 6746050802*				558.13	93.02	558.13	93.02
25,000.000	State Str Corp Sr Nt 4.675% 10/22/32 857477CR2 *ACCOUNT 6746050802*				126.61	97.40	.00	224.01
13,000.000	Suncor Energy Inc 5.950% 12/01/34 867229AD8 *ACCOUNT 6746050802*				386.75	64.46	386.75	64.46
11,000.000	Synopsys Inc 5.150% 4/01/35 871607AE7 *ACCOUNT 6746050802*				116.45	47.21	.00	163.66
15,000.000	Sysco Corp Sr 5.400% 3/23/35 871829BV8 *ACCOUNT 6746050802*				216.00	67.50	.00	283.50
20,000.000	Targa Res Corp 4.900% 9/15/30 87612GAP6 *ACCOUNT 6746050802*				.00	35.39	.00	35.39
41,716.000	Toyota Auto Rec 1.020% 3/15/27 89238JAD7 *ACCOUNT 6746050802*				21.62	37.83	40.54	18.91
15,000.000	Truist Mtn 5.071% 5/20/31 89788MAU6 *ACCOUNT 6746050802*				23.24	63.39	.00	86.63
26,303.350	United Air 2019 1 4.150% 2/25/33 90931CAA6 *ACCOUNT 6746050802*				291.09	90.97	.00	382.06
26,315.140	United Airlines 4.300% 2/15/27 909319AA3 *ACCOUNT 6746050802*				333.18	94.29	.00	427.47

INCOME ACCRUAL DETAIL (continued)

SHARES/ FACE AMOUNT	DESCRIPTION	EX DATE	PAY DATE	ANN RATE	BEGINNING ACCRUAL	INCOME EARNED	INCOME RECEIVED	ENDING ACCRUAL
22,765.150	United Air 2014 1 A 4.000% 4/11/26 90932PAA6 *ACCOUNT 6746050802*				126.47	75.89	.00	202.36
18,886.240	United Air 2014 2 3.750% 3/03/28 90932QAA4 *ACCOUNT 6746050802*				173.12	59.02	.00	232.14
25,000.000	United Parcel Svcs 6.050% 5/14/65 911312CL8 *ACCOUNT 6746050802*				71.42	126.05	.00	197.47
.000	Valero Energy Corp 5.150% 2/15/30 91913YBF6 *ACCOUNT 6746050802*				244.63	8.58	253.21	.00
15,000.000	Wells Fargo Co Mtn 5.198% 1/23/30 95000U3J0 *ACCOUNT 6746050802*				277.23	64.97	.00	342.20
24,000.000	Westar Energy Inc 3.100% 4/01/27 95709TAP5 *ACCOUNT 6746050802*				124.00	62.00	.00	186.00
16,000.000	Weyerhaeuser Co 7.375% 3/15/32 962166BR4 *ACCOUNT 6746050802*				249.11	98.33	.00	347.44
50,000.000	World Financial 4.620% 5/15/31 981464HU7 *ACCOUNT 6746050802*				102.67	192.50	192.50	102.67
30,000.000	World Omni Set Auto 5.510% 2/15/30 98164LAD1 *ACCOUNT 6746050802*				.00	85.92	12.45	73.47
20,000.000	World Omni Auto Rec 4.990% 3/15/30 98164YAD3 *ACCOUNT 6746050802*				44.36	78.83	78.83	44.36
100,000.000	World Omni Aut Lea 5.570% 7/17/28 981944AE1 *ACCOUNT 6746050802*				247.56	420.00	420.00	247.56

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ACCOUNT 6746050899

INCOME ACCRUAL DETAIL (continued)

SHARES/ FACE AMOUNT	DESCRIPTION	EX DATE	PAY DATE	ANN RATE	BEGINNING ACCRUAL	INCOME EARNED	INCOME RECEIVED	ENDING ACCRUAL
Total Corporate Issues					**15,819.63**	**7,032.50**	**6,497.78**	**16,354.35**
Foreign Issues								
20,000.000	Bhp Billiton Fin 5.125% 2/21/32 055451BK3 *ACCOUNT 6746050802*				284.72	85.42	.00	370.14
.000	Bank Of Nova Scotia 4.900% 9/04/72 064159VJ2 *ACCOUNT 6746050802*				236.83	8.17	245.00	.00
20,000.000	Barclays Plc Sr Nt 5.690% 3/12/30 06738ECR4 *ACCOUNT 6746050802*				249.73	94.83	.00	344.56
20,000.000	Canadian Imperial Bk 6.092% 10/03/33 13607LWW9 *ACCOUNT 6746050802*				196.30	101.53	.00	297.83
20,000.000	Hsbc Hldgs Plc 2.804% 5/24/32 404280CT4 *ACCOUNT 6746050802*				10.90	46.74	.00	57.64
25,000.000	Royal Bk Cda Fr Mtn 4.965% 1/24/29 78017DAA6 *ACCOUNT 6746050802*				437.89	103.43	.00	541.32
20,000.000	Santander Uk Group 4.858% 9/11/30 80281LAU9 *ACCOUNT 6746050802*				215.91	80.97	.00	296.88
Total Foreign Issues					**1,632.28**	**521.09**	**245.00**	**1,908.37**
Mutual Funds-Equity								
7,397.746	Cohen & Steers Instl Realty Shares 19247U106 *ACCOUNT 6746050800*	06/30/25	06/30/25	1.50	.00	3,407.79	3,407.79	.00

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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
10,949.081	Lazard Cl List Infrastr Inst 52106N459 *ACCOUNT 6746050800*	06/20/25	06/23/25	0.50	.00	1,173.50	1,173.50	.00
13,016.512	Nyli Cbre Global Infrastructure 56064L280 *ACCOUNT 6746050800*	06/30/25	06/30/25	0.31	.00	1,666.64	1,666.64	.00
150,420.000	Schwab U S Large Cap Etf 808524201 *ACCOUNT 6746050800*	06/25/25	06/30/25	0.29	.00	10,845.28	10,845.28	.00
Total Mutual Funds-Equity					**.00**	**17,093.21**	**17,093.21**	**.00**
Mutual Funds-Fixed Income								
2,940.000	Ishares Mbs Etf 464288588 *ACCOUNT 6746050800*	06/02/25	06/05/25	3.83	.00	955.85	955.85	.00
Total Mutual Funds-Fixed Income					**.00**	**955.85**	**955.85**	**.00**
Grand Total					**34,038.87**	**36,519.68**	**32,779.90**	**37,778.65**

INVESTMENT ACTIVITY

DATE	DESCRIPTION	CASH
Interest		
Advocate Health 3.829% 8/15/28 007589AA2		
06/25/2025	Paid Accrued Interest On Purchase Of Advocate Health 3.829% 8/15/28 Income Debit 345.67- USD *ACCOUNT 6746050802*	- 345.67
Applovin Corp Sr 5.125% 12/01/29 03831Wab4		
06/02/2025	Applovin Corp Sr 5.125% 12/01/29 0.025056 USD/$1 Pv On 11,000 Par Value Due 6/1/25 *ACCOUNT 6746050802*	275.61
At T Inc 2.550% 12/01/33 00206Rmm1		
06/02/2025	At T Inc 2.550% 12/01/33 0.01275 USD/$1 Pv On 30,000 Par Value Due 6/1/25 *ACCOUNT 6746050802*	382.50
Bank Of Nova Scotia 4.900% 9/04/72 064159Vj2		
06/04/2025	Bank Of Nova Scotia 4.900% 9/04/72 0.01225 USD/$1 Pv On 20,000 Par Value Due 6/4/25 *ACCOUNT 6746050802*	245.00
Bmw Veh Owner Tr 3.440% 12/26/28 05602Rae1		
06/25/2025	Bmw Veh Owner Tr 3.440% 12/26/28 $0.00287/Pv On 100,000.00 Pv Due 6/25/25 *ACCOUNT 6746050802*	286.67
Carmax Auto Owner 4.800% 3/15/30 14320Aad3		
06/16/2025	Carmax Auto Owner 4.800% 3/15/30 $0.00373/Pv On 10,000.00 Pv Due 6/15/25 *ACCOUNT 6746050802*	37.33

INVESTMENT ACTIVITY (continued)

DATE	DESCRIPTION	CASH
Caterpillar Inc 5.200% 5/15/35 149123Cl3		
06/30/2025	Received Accrued Interest On Sale Of Caterpillar Inc 5.200% 5/15/35 Income Credit 130.00 USD *ACCOUNT 6746050802*	130.00
Daimler Trucks 5.770% 12/15/27 233874Ac0		
06/16/2025	Daimler Trucks 5.770% 12/15/27 $0.00457/Pv On 10,000.00 Pv Due 6/15/25 *ACCOUNT 6746050802*	45.75
Delta Air Lines 5.000% 12/10/29 247361Zw1		
06/10/2025	Delta Air Lines 5.000% 12/10/29 $0.01250/Pv On 27,889.10 Pv Due 6/10/25 *ACCOUNT 6746050802*	348.61
Electronic Arts Inc 2.950% 2/15/51 285512Af6		
06/05/2025	Received Accrued Interest On Sale Of Electronic Arts Inc 2.950% 2/15/51 Income Credit 261.40 USD *ACCOUNT 6746050802*	261.40
F G Annuities Life 6.500% 6/04/29 30190Aaf1		
06/04/2025	F G Annuities Life 6.500% 6/04/29 0.0325 USD/$1 Pv On 25,000 Par Value Due 6/4/25 *ACCOUNT 6746050802*	812.50
F H L M C #Sd8237 4.000% 7/01/52 3132Dwej8		
06/25/2025	F H L M C #Sd8237 4.000% 7/01/52 May FHLMC Due 6/25/25 *ACCOUNT 6746050802*	1,277.22

INVESTMENT ACTIVITY (continued)

DATE	DESCRIPTION	CASH
	F H L M C #Sd8244 4.000% 9/01/52 **3132Dwer0**	
06/25/2025	F H L M C #Sd8244 4.000% 9/01/52 May FHLMC Due 6/25/25 *ACCOUNT 6746050802*	227.76
	F H L M C #Sd8288 5.000% 12/01/52 **3132Dwf57**	
06/25/2025	F H L M C #Sd8288 5.000% 12/01/52 May FHLMC Due 6/25/25 *ACCOUNT 6746050802*	1,412.37
	F H L M C #Sd8494 5.500% 12/01/54 **3132Dwnk5**	
06/25/2025	F H L M C #Sd8494 5.500% 12/01/54 P & I Due 06/25/25 *ACCOUNT 6746050802*	310.20
	F H L M C Mltcl Mtg 5.180% 3/25/29 **3137Hckv3**	
06/25/2025	F H L M C Mltcl Mtg 5.180% 3/25/29 $0.00432/Pv On 60,000.00 Pv Due 6/25/25 *ACCOUNT 6746050802*	259.00
	F N M A #Cb8133 5.000% 3/01/54 **3140Qubb1**	
06/25/2025	F N M A #Cb8133 5.000% 3/01/54 May FNMA Due 6/25/25 *ACCOUNT 6746050802*	310.06
	F N M A #Ma4838 3.500% 11/01/52 **31418Elu2**	
06/25/2025	F N M A #Ma4838 3.500% 11/01/52 May FNMA Due 6/25/25 *ACCOUNT 6746050802*	515.46
	F N M A #Ma4867 4.500% 12/01/52 **31418Emr8**	

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INVESTMENT ACTIVITY (continued)

DATE	DESCRIPTION	CASH
06/25/2025	F N M A #Ma4867 4.500% 12/01/52 P & I Due 06/25/25 *ACCOUNT 6746050802*	991.18
First Am Govt Ob Fd Cl X 31846V336		
06/02/2025	Interest From 5/1/25 To 5/31/25 *ACCOUNT 6746050800*	1,254.40
06/02/2025	Interest From 5/1/25 To 5/31/25 *ACCOUNT 6746050802*	262.24
Total First Am Govt Ob Fd Cl X		**1,516.64**
First Natl Master 4.850% 2/15/30 32113Cce8		
06/16/2025	First Natl Master 4.850% 2/15/30 $0.00404/Pv On 30,000.00 Pv Due 6/15/25 *ACCOUNT 6746050802*	121.25
First Natl Mstr 8.24026% 4/16/29 32113Cbv1		
06/16/2025	First Natl Mstr 8.24026% 4/16/29 $0.00427/Pv On 40,000.00 Pv Due 6/15/25 *ACCOUNT 6746050802*	171.00
Ford Cr Auto Owner 5.980% 6/15/28 345295Af6		
06/16/2025	Ford Cr Auto Owner 5.980% 6/15/28 $0.00498/Pv On 45,000.00 Pv Due 6/15/25 *ACCOUNT 6746050802*	224.25
Ford Credit At 4.940% 6/15/28 345282Ad9		
06/16/2025	Ford Credit At 4.940% 6/15/28 $0.00393/Pv On 40,000.00 Pv Due 6/15/25 *ACCOUNT 6746050802*	157.33

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INVESTMENT ACTIVITY (continued)

DATE	DESCRIPTION	CASH
Gatx Corp 5.500% 6/15/35 361448Bs1		
06/16/2025	Gatx Corp 5.500% 6/15/35 0.019708 USD/$1 Pv On 15,000 Par Value Due 6/15/25 *ACCOUNT 6746050802*	295.63
Gm Fin Atmbl Lease 5.160% 1/20/27 362541Ae4		
06/20/2025	Gm Fin Atmbl Lease 5.160% 1/20/27 0.0043 USD/$1 Pv On 11,251.15 Par Value Due 6/20/25 *ACCOUNT 6746050802*	48.38
Mercedes-Benz At 0.00001% 4/16/29 58768Yad7		
06/16/2025	Mercedes-Benz At 0.00001% 4/16/29 $0.00307/Pv On 10,000.00 Pv Due 6/15/25 *ACCOUNT 6746050802*	30.73
Nissan Auto Rec Own 4.490% 12/15/29 65481Gad7		
06/17/2025	Nissan Auto Rec Own 4.490% 12/15/29 $0.00225/Pv On 15,000.00 Pv Due 6/15/25 *ACCOUNT 6746050802*	33.68
Paychex Inc 5.600% 4/15/35 704326Ac1		
06/04/2025	Received Accrued Interest On Sale Of Paychex Inc 5.600% 4/15/35 Income Credit 126.00 USD *ACCOUNT 6746050802*	126.00
Pnc Finl Svcs Group 3.400% 12/15/69 693475Bc8		
06/16/2025	Pnc Finl Svcs Group 3.400% 12/15/69 0.0085 USD/$1 Pv On 10,000 Par Value Due 6/15/25 *ACCOUNT 6746050802*	85.00

INVESTMENT ACTIVITY (continued)

DATE	DESCRIPTION	CASH
Realty Income Corp 5.125% 4/15/35 756109Ct9		
06/11/2025	Received Accrued Interest On Sale Of Realty Income Corp 5.125% 4/15/35 Income Credit 130.26 USD *ACCOUNT 6746050802*	130.26
Regeneron 2.800% 9/15/50 75886Faf4		
06/24/2025	Paid Accrued Interest On Purchase Of Regeneron 2.800% 9/15/50 Income Debit 115.50- USD *ACCOUNT 6746050802*	- 115.50
Regions Financial 5.722% 6/06/30 7591Epau4		
06/06/2025	Regions Financial 5.722% 6/06/30 0.02861 USD/$1 Pv On 20,000 Par Value Due 6/6/25 *ACCOUNT 6746050802*	572.20
Southern Calif 5.875% 12/01/53 842400Hx4		
06/02/2025	Southern Calif 5.875% 12/01/53 0.029375 USD/$1 Pv On 19,000 Par Value Due 6/1/25 *ACCOUNT 6746050802*	558.13
Ssm Health Care Corp 4.894% 6/01/28 784710Ac9		
06/02/2025	Ssm Health Care Corp 4.894% 6/01/28 0.02447 USD/$1 Pv On 18,000 Par Value Due 6/1/25 *ACCOUNT 6746050802*	440.46
Suncor Energy Inc 5.950% 12/01/34 867229Ad8		
06/02/2025	Suncor Energy Inc 5.950% 12/01/34 0.02975 USD/$1 Pv On 13,000 Par Value Due 6/1/25 *ACCOUNT 6746050802*	386.75

INVESTMENT ACTIVITY (continued)

DATE	DESCRIPTION	CASH
Toyota Auto Rec 1.020% 3/15/27 89238Jad7		
06/16/2025	Toyota Auto Rec 1.020% 3/15/27 $0.00085/Pv On 47,699.76 Pv Due 6/15/25 *ACCOUNT 6746050802*	40.54
U S Treasury Bd 4.625% 2/15/55 912810Ug1		
06/05/2025	Paid Accrued Interest On Purchase Of U S Treasury Bd 4.625% 2/15/55 Income Debit 252.97- USD *ACCOUNT 6746050802*	- 252.97
06/12/2025	Received Accrued Interest On Sale Of U S Treasury Bd 4.625% 2/15/55 Income Credit 134.53 USD *ACCOUNT 6746050802*	134.53
06/24/2025	Received Accrued Interest On Sale Of U S Treasury Bd 4.625% 2/15/55 Income Credit 148.33 USD *ACCOUNT 6746050802*	148.33
06/30/2025	Paid Accrued Interest On Purchase Of U S Treasury Bd 4.625% 2/15/55 Income Debit 344.96- USD *ACCOUNT 6746050802*	- 344.96
Total U S Treasury Bd 4.625% 2/15/55		**- 315.07**
U S Treasury Nt 4.000% 4/30/32 91282Cna5		
06/03/2025	Received Accrued Interest On Sale Of U S Treasury Nt 4.000% 4/30/32 Income Credit 36.96 USD *ACCOUNT 6746050802*	36.96
U S Treasury Nt 4.125% 2/29/32 91282Cmr9		

INVESTMENT ACTIVITY (continued)

DATE	DESCRIPTION	CASH
06/25/2025	Received Accrued Interest On Sale Of U S Treasury Nt 4.125% 2/29/32 Income Credit 262.30 USD *ACCOUNT 6746050802*	262.30
U S Treasury Nt 4.250% 5/15/35 91282Cnc1		
06/04/2025	Paid Accrued Interest On Purchase Of U S Treasury Nt 4.125% 5/15/35 Income Debit 32.34- USD *ACCOUNT 6746050802*	- 32.34
06/06/2025	Paid Accrued Interest On Purchase Of U S Treasury Nt 4.125% 5/15/35 Income Debit 63.52- USD *ACCOUNT 6746050802*	- 63.52
06/10/2025	Paid Accrued Interest On Purchase Of U S Treasury Nt 4.125% 5/15/35 Income Debit 180.16- USD *ACCOUNT 6746050802*	- 180.16
06/10/2025	Paid Accrued Interest On Purchase Of U S Treasury Nt 4.125% 5/15/35 Income Debit 540.49- USD *ACCOUNT 6746050802*	- 540.49
06/11/2025	Paid Accrued Interest On Purchase Of U S Treasury Nt 4.125% 5/15/35 Income Debit 43.65- USD *ACCOUNT 6746050802*	- 43.65
06/16/2025	Paid Accrued Interest On Purchase Of U S Treasury Nt 4.250% 5/15/35 Income Debit 55.43- USD *ACCOUNT 6746050802*	- 55.43
06/30/2025	Paid Accrued Interest On Purchase Of U S Treasury Nt 4.250% 5/15/35 Income Debit 100.94- USD *ACCOUNT 6746050802*	- 100.94

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INVESTMENT ACTIVITY (continued)

DATE	DESCRIPTION	CASH
Total U S Treasury Nt 4.250% 5/15/35		**- 1,016.53**
U S Treasury Nt 4.250% 11/15/34 91282Clw9		
06/10/2025	Received Accrued Interest On Sale Of U S Treasury Nt 4.250% 11/15/34 Income Credit 564.51 USD *ACCOUNT 6746050802*	564.51
U S Treasury Nt 4.375% 1/31/32 91282Cmk4		
06/12/2025	Received Accrued Interest On Sale Of U S Treasury Nt 4.375% 1/31/32 Income Credit 239.30 USD *ACCOUNT 6746050802*	239.30
06/17/2025	Received Accrued Interest On Sale Of U S Treasury Nt 4.375% 1/31/32 Income Credit 529.83 USD *ACCOUNT 6746050802*	529.83
Total U S Treasury Nt 4.375% 1/31/32		**769.13**
U S Treasury Nt 4.625% 2/15/35 91282Cmm0		
06/10/2025	Received Accrued Interest On Sale Of U S Treasury Nt 4.625% 2/15/35 Income Credit 866.87 USD *ACCOUNT 6746050802*	866.87
Valero Energy Corp 5.150% 2/15/30 91913Ybf6		
06/05/2025	Received Accrued Interest On Sale Of Valero Energy Corp 5.150% 2/15/30 Income Credit 253.21 USD *ACCOUNT 6746050802*	253.21

INVESTMENT ACTIVITY (continued)

DATE	DESCRIPTION	CASH
	World Financial 4.620% 5/15/31 981464Hu7	
06/16/2025	World Financial 4.620% 5/15/31 $0.00385/Pv On 50,000.00 Pv Due 6/15/25 *ACCOUNT 6746050802*	192.50
	World Omni Aut Lea 5.570% 7/17/28 981944Ae1	
06/16/2025	World Omni Aut Lea 5.570% 7/17/28 $0.00420/Pv On 100,000.00 Pv Due 6/15/25 *ACCOUNT 6746050802*	420.00
	World Omni Auto Rec 4.990% 3/15/30 98164Yad3	
06/16/2025	World Omni Auto Rec 4.990% 3/15/30 $0.00394/Pv On 20,000.00 Pv Due 6/15/25 *ACCOUNT 6746050802*	78.83
	World Omni Set Auto 5.510% 2/15/30 98164Lad1	
06/12/2025	Paid Accrued Interest On Purchase Of World Omni Set Auto 5.510% 2/15/30 Income Debit 112.05- USD *ACCOUNT 6746050802*	- 112.05
06/16/2025	World Omni Set Auto 5.510% 2/15/30 $0.00415/Pv On 30,000.00 Pv Due 6/15/25 *ACCOUNT 6746050802*	124.50
Total World Omni Set Auto 5.510% 2/15/30		**12.45**
Total Interest		**14,730.84**

Dividends

Cohen & Steers Instl Realty Shares 19247U106

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INVESTMENT ACTIVITY (continued)

DATE	DESCRIPTION	CASH
06/30/2025	0.465 USD/Share On 7,328.58 Shares Due 6/30/25 Dividend Payable 06/30/25 *ACCOUNT 6746050800*	3,407.79
Ishares Mbs Etf **464288588**		
06/05/2025	0.325118 USD/Share On 2,940 Shares Due 6/5/25 *ACCOUNT 6746050800*	955.85
Lazard Cl List Infrastr Inst **52106N459**		
06/20/2025	0.10783 USD/Share On 10,882.856 Shares Due 6/23/25 Dividend Payable 06/23/25 *ACCOUNT 6746050800*	1,173.50
Nyli Cbre Global Infrastructure **56064L280**		
06/30/2025	0.1292 USD/Share On 12,899.719 Shares Due 6/30/25 Dividend Payable 06/30/25 *ACCOUNT 6746050800*	1,666.64
Schwab U S Large Cap Etf **808524201**		
06/30/2025	Schwab U S Large Cap Etf 0.0721 USD/Share On 150,420 Shares Due 6/30/25 *ACCOUNT 6746050800*	10,845.28
Total Dividends		**18,049.06**

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PLAN EXPENSES

DATE	DESCRIPTION	CASH
Administrative Expenses		
Contract Administrator Fees		
Administrative Fee		
06/26/2025	Paid To Phase II Systems Pars Trust Admin Fee Per Directive Dated 06/24/25 *ACCOUNT 6746050800*	- 1,771.61
Total Administrative Fee		**- 1,771.61**
Total Contract Administrator Fees		**- 1,771.61**
Total Administrative Expenses		**- 1,771.61**
Trust Fees		
Trust Fees		
06/26/2025	Collected Charged For Period 05/01/2025 Thru 05/31/2025 *ACCOUNT 6746050800*	- 1,247.01
Total Trust Fees		**- 1,247.01**
Trust Fees For Another Account		
06/26/2025	Collected Charged For Acct 6746050802 05/01/25 To 05/31/25 *ACCOUNT 6746050800*	- 737.72
Total Trust Fees For Another Account		**- 737.72**
Total Trust Fees		**- 1,984.73**
Total Plan Expenses		**- 3,756.34**

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PURCHASES

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
Cash And Equivalents					
06/02/2025	Purchased 2,043.45 Units Of First Am Govt Ob Fd Cl X Trade Date 6/2/25 31846V336 *ACCOUNT 6746050802*	2,043.450	.00	- 2,043.45	2,043.45
06/03/2025	Purchased 1,254.4 Units Of First Am Govt Ob Fd Cl X Trade Date 6/3/25 31846V336 *ACCOUNT 6746050800*	1,254.400	.00	- 1,254.40	1,254.40
06/03/2025	Purchased 10,165.99 Units Of First Am Govt Ob Fd Cl X Trade Date 6/3/25 31846V336 *ACCOUNT 6746050802*	10,165.990	.00	- 10,165.99	10,165.99
06/04/2025	Purchased 22,600.58 Units Of First Am Govt Ob Fd Cl X Trade Date 6/4/25 31846V336 *ACCOUNT 6746050802*	22,600.580	.00	- 22,600.58	22,600.58
06/05/2025	Purchased 955.85 Units Of First Am Govt Ob Fd Cl X Trade Date 6/5/25 31846V336 *ACCOUNT 6746050800*	955.850	.00	- 955.85	955.85
06/10/2025	Purchased 9,701 Units Of First Am Govt Ob Fd Cl X Trade Date 6/10/25 31846V336 *ACCOUNT 6746050802*	9,701.000	.00	- 9,701.00	9,701.00

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PURCHASES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
06/10/2025	Purchased 2,472.04 Units Of First Am Govt Ob Fd Cl X Trade Date 6/10/25 31846V336 *ACCOUNT 6746050802*	2,472.040	.00	- 2,472.04	2,472.04
06/11/2025	Purchased 1,106.1 Units Of First Am Govt Ob Fd Cl X Trade Date 6/11/25 31846V336 *ACCOUNT 6746050802*	1,106.100	.00	- 1,106.10	1,106.10
06/16/2025	Purchased 6,444.3 Units Of First Am Govt Ob Fd Cl X Trade Date 6/16/25 31846V336 *ACCOUNT 6746050802*	6,444.300	.00	- 6,444.30	6,444.30
06/17/2025	Purchased 32,828.58 Units Of First Am Govt Ob Fd Cl X Trade Date 6/17/25 31846V336 *ACCOUNT 6746050802*	32,828.580	.00	- 32,828.58	32,828.58
06/17/2025	Purchased 33.68 Units Of First Am Govt Ob Fd Cl X Trade Date 6/17/25 31846V336 *ACCOUNT 6746050802*	33.680	.00	- 33.68	33.68
06/20/2025	Purchased 11,299.53 Units Of First Am Govt Ob Fd Cl X Trade Date 6/20/25 31846V336 *ACCOUNT 6746050802*	11,299.530	.00	- 11,299.53	11,299.53

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PARS/CITY OF BREA 115P PEN CONS
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PURCHASES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
06/25/2025	Purchased 7,907.16 Units Of First Am Govt Ob Fd Cl X Trade Date 6/25/25 31846V336 *ACCOUNT 6746050802*	7,907.160	.00	- 7,907.16	7,907.16
06/25/2025	Purchased 4,532.73 Units Of First Am Govt Ob Fd Cl X Trade Date 6/25/25 31846V336 *ACCOUNT 6746050802*	4,532.730	.00	- 4,532.73	4,532.73
06/30/2025	Purchased 10,845.28 Units Of First Am Govt Ob Fd Cl X Trade Date 6/30/25 31846V336 *ACCOUNT 6746050800*	10,845.280	.00	- 10,845.28	10,845.28
Total First Am Govt Ob Fd Cl X		**124,190.670**	**.00**	**- 124,190.67**	**124,190.67**
Total Cash And Equivalents		**124,190.670**	**.00**	**- 124,190.67**	**124,190.67**
US Government Issues					
06/04/2025	Purchased 18,000 Par Value Of U S Treasury Bd 4.625% 2/15/55 Trade Date 6/4/25 Purchased Through First Horizon Bank Swift External Ref#: Djcaxdzfaboyxaaa 18,000 Par Value At 95.92188889 % 912810UG1 *ACCOUNT 6746050802*	18,000.000	.00	- 17,265.94	17,265.94

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PURCHASES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
06/27/2025	Purchased 20,000 Par Value Of U S Treasury Bd 4.625% 2/15/55 Trade Date 6/27/25 Purchased Through BofA Securities, Inc./Fxd Inc Swift External Ref#: Djcax6Izaa8y2waa 20,000 Par Value At 97.14845 % 912810UG1 *ACCOUNT 6746050802*	20,000.000	.00	- 19,429.69	19,429.69
Total U S Treasury Bd 4.625% 2/15/55		**38,000.000**	**.00**	**- 36,695.63**	**36,695.63**
06/03/2025	Purchased 14,000 Par Value Of U S Treasury Nt 4.125% 5/15/35 Trade Date 6/3/25 Purchased Through Wells Fargo Securities, LLC Swift External Ref#: Djcaxyflabcywwaa 14,000 Par Value At 98.28128571 % 91282CNC1 *ACCOUNT 6746050802*	14,000.000	.00	- 13,759.38	13,759.38
06/05/2025	Purchased 25,000 Par Value Of U S Treasury Nt 4.125% 5/15/35 Trade Date 6/5/25 Purchased Through Barclays Capital Inc. Fixed In Swift External Ref#: Djcaxfpjabyyxqaa 25,000 Par Value At 98.9258 % 91282CNC1 *ACCOUNT 6746050802*	25,000.000	.00	- 24,731.45	24,731.45
06/09/2025	Purchased 60,000 Par Value Of U S Treasury Nt 4.125% 5/15/35 Trade Date 6/9/25 Purchased Through Goldman Sachs & Co. LLC Swift External Ref#: Djcaxjtvabayyqaa 60,000 Par Value At 97.91406667 % 91282CNC1 *ACCOUNT 6746050802*	60,000.000	.00	- 58,748.44	58,748.44

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PURCHASES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
06/09/2025	Purchased 180,000 Par Value Of U S Treasury Nt 4.125% 5/15/35 Trade Date 6/9/25 Purchased Through Ubs Securities LLC Swift External Ref#: Djcaxjpjaa8yyqaa 180,000 Par Value At 98 % 91282CNC1 *ACCOUNT 6746050802*	180,000.000	.00	- 176,400.00	176,400.00
06/10/2025	Purchased 14,000 Par Value Of U S Treasury Nt 4.125% 5/15/35 Trade Date 6/10/25 Purchased Through Wells Fargo Securities, LLC Swift External Ref#: Djcaxk-mabayygaa 14,000 Par Value At 98.23435714 % 91282CNC1 *ACCOUNT 6746050802*	14,000.000	.00	- 13,752.81	13,752.81
06/13/2025	Purchased 15,000 Par Value Of U S Treasury Nt 4.250% 5/15/35 Trade Date 6/13/25 Purchased Through Barclays Capital Inc. Fixed In Swift External Ref#: Djcaxow7Aaeyzqaa 15,000 Par Value At 98.6406 % 91282CNC1 *ACCOUNT 6746050802*	15,000.000	.00	- 14,796.09	14,796.09
06/27/2025	Purchased 19,000 Par Value Of U S Treasury Nt 4.250% 5/15/35 Trade Date 6/27/25 Purchased Through Rbc Capital Markets, LLC Swift External Ref#: Djcax6Gxabmy2waa 19,000 Par Value At 100.03126316 % 91282CNC1 *ACCOUNT 6746050802*	19,000.000	.00	- 19,005.94	19,005.94
Total U S Treasury Nt 4.250% 5/15/35		**327,000.000**	**.00**	**- 321,194.11**	**321,194.11**

PURCHASES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
Total Government Issues		**365,000.000**	**.00**	**- 357,889.74**	**357,889.74**
Corporate Issues					
06/24/2025	Purchased 25,000 Par Value Of Advocate Health 3.829% 8/15/28 Trade Date 6/24/25 Purchased Through Hsbc Securities, Inc. Swift External Ref#: Djcaxycnaaqy2AAA 25,000 Par Value At 98.751 % 007589AA2 *ACCOUNT 6746050802*	25,000.000	.00	- 24,687.75	24,687.75
Total Advocate Health 3.829% 8/15/28		**25,000.000**	**.00**	**- 24,687.75**	**24,687.75**
06/11/2025	Purchased 10,000 Par Value Of Brown Brown Inc 6.250% 6/23/55 Trade Date 6/11/25 Purchased Through BofA Securities, Inc./Fxd Inc Swift External Ref#: Djcaxmb6Aagyywaa 10,000 Par Value At 99.758 % 115236AN1 *ACCOUNT 6746050802*	10,000.000	.00	- 9,975.80	9,975.80
Total Brown Brown Inc 6.250% 6/23/55		**10,000.000**	**.00**	**- 9,975.80**	**9,975.80**
06/16/2025	Purchased 30,000 Par Value Of Eog Res Inc 5.000% 7/15/32 Trade Date 6/16/25 Purchased Through Goldman Sachs & Co. LLC Swift External Ref#: Djcaxqloabky0AAA 30,000 Par Value At 99.792 % 26875PAY7 *ACCOUNT 6746050802*	30,000.000	.00	- 29,937.60	29,937.60
Total Eog Res Inc 5.000% 7/15/32		**30,000.000**	**.00**	**- 29,937.60**	**29,937.60**

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PURCHASES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
06/02/2025	Purchased 20,000 Par Value Of Motorola Solutions 5.550% 8/15/35 Trade Date 6/2/25 Purchased Through BofA Securities, Inc./Fxd Inc Swift External Ref#: Djcaxvvzab8ywgaa 20,000 Par Value At 99.861 % 620076CC1 *ACCOUNT 6746050802*	20,000.000	.00	- 19,972.20	19,972.20
Total Motorola Solutions 5.550% 8/15/35		**20,000.000**	**.00**	**- 19,972.20**	**19,972.20**
06/23/2025	Purchased 15,000 Par Value Of Regeneron 2.800% 9/15/50 Trade Date 6/23/25 Purchased Through J.P. Morgan Securities LLC Swift External Ref#: Djcaxwyqaaey1waa 15,000 Par Value At 58.963 % 75886FAF4 *ACCOUNT 6746050802*	15,000.000	.00	- 8,844.45	8,844.45
Total Regeneron 2.800% 9/15/50		**15,000.000**	**.00**	**- 8,844.45**	**8,844.45**
06/04/2025	Purchased 20,000 Par Value Of Targa Res Corp 4.900% 9/15/30 Trade Date 6/4/25 Purchased Through J.P. Morgan Securities LLC Swift External Ref#: Djcaxdx4Aaayxaaa 20,000 Par Value At 99.87 % 87612GAP6 *ACCOUNT 6746050802*	20,000.000	.00	- 19,974.00	19,974.00
Total Targa Res Corp 4.900% 9/15/30		**20,000.000**	**.00**	**- 19,974.00**	**19,974.00**

PURCHASES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
06/11/2025	Purchased 30,000 Par Value Of World Omni Set Auto 5.510% 2/15/30 Trade Date 6/11/25 Purchased Through Wells Fargo Securities, LLC Swift External Ref#: 8516203223001962 30,000 Par Value At 100.35546667 % 98164LAD1 *ACCOUNT 6746050802*	30,000.000	.00	- 30,106.64	30,106.64
Total World Omni Set Auto 5.510% 2/15/30		**30,000.000**	**.00**	**- 30,106.64**	**30,106.64**
Total Corporate Issues		**150,000.000**	**.00**	**- 143,498.44**	**143,498.44**
Mutual Funds-Equity					
06/30/2025	Purchased 69.166 Shares Cohen & Steers Instl Realty Shares @ 49.27 USD Through Reinvestment Of Cash Dividend Due 6/30/25 19247U106 *ACCOUNT 6746050800*	69.166	.00	- 3,407.79	3,407.79
Total Cohen & Steers Instl Realty Shares		**69.166**	**.00**	**- 3,407.79**	**3,407.79**
06/20/2025	Purchased 66.225 Shares Lazard Cl List Infrastr Inst @ 17.72 USD Through Reinvestment Of Cash Dividend Due 6/23/25 52106N459 *ACCOUNT 6746050800*	66.225	.00	- 1,173.50	1,173.50
Total Lazard Cl List Infrastr Inst		**66.225**	**.00**	**- 1,173.50**	**1,173.50**
06/30/2025	Purchased 116.793 Shares Nyli Cbre Global Infrastructure @ 14.27 USD Through Reinvestment Of Cash Dividend Due 6/30/25 56064L280 *ACCOUNT 6746050800*	116.793	.00	- 1,666.64	1,666.64

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PURCHASES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
Total Nyli Cbre Global Infrastructure		**116.793**	**.00**	**- 1,666.64**	**1,666.64**
Total Mutual Funds-Equity		**252.184**	**.00**	**- 6,247.93**	**6,247.93**
Total Purchases		**639,442.854**	**.00**	**- 631,826.78**	**631,826.78**

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ACCOUNT 6746050899

SALES AND MATURITIES

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	TRANSACTION PROCEEDS	BOOK VALUE	REALIZED GAIN/LOSS
Cash And Equivalents						
06/05/2025	Sold 3,936.89 Units Of First Am Govt Ob Fd Cl X Trade Date 6/5/25 31846V336 *ACCOUNT 6746050802*	- 3,936.890	.00	3,936.89	- 3,936.89	.00
06/06/2025	Sold 24,222.77 Units Of First Am Govt Ob Fd Cl X Trade Date 6/6/25 31846V336 *ACCOUNT 6746050802*	- 24,222.770	.00	24,222.77	- 24,222.77	.00
06/12/2025	Sold 6,083.21 Units Of First Am Govt Ob Fd Cl X Trade Date 6/12/25 31846V336 *ACCOUNT 6746050802*	- 6,083.210	.00	6,083.21	- 6,083.21	.00
06/16/2025	Sold 33,259.62 Units Of First Am Govt Ob Fd Cl X Trade Date 6/16/25 31846V336 *ACCOUNT 6746050802*	- 33,259.620	.00	33,259.62	- 33,259.62	.00
06/18/2025	Sold 19,974 Units Of First Am Govt Ob Fd Cl X Trade Date 6/18/25 31846V336 *ACCOUNT 6746050802*	- 19,974.000	.00	19,974.00	- 19,974.00	.00
06/23/2025	Sold 9,975.8 Units Of First Am Govt Ob Fd Cl X Trade Date 6/23/25 31846V336 *ACCOUNT 6746050802*	- 9,975.800	.00	9,975.80	- 9,975.80	.00

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SALES AND MATURITIES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	TRANSACTION PROCEEDS	BOOK VALUE	REALIZED GAIN/LOSS
06/24/2025	Sold 125.21 Units Of First Am Govt Ob Fd Cl X Trade Date 6/24/25 31846V336 *ACCOUNT 6746050802*	- 125.210	.00	125.21	- 125.21	.00
06/26/2025	Sold 1,984.73 Units Of First Am Govt Ob Fd Cl X Trade Date 6/26/25 31846V336 *ACCOUNT 6746050800*	- 1,984.730	.00	1,984.73	- 1,984.73	.00
06/26/2025	Sold 1,771.61 Units Of First Am Govt Ob Fd Cl X Trade Date 6/26/25 31846V336 *ACCOUNT 6746050800*	- 1,771.610	.00	1,771.61	- 1,771.61	.00
06/30/2025	Sold 18,412.33 Units Of First Am Govt Ob Fd Cl X Trade Date 6/30/25 31846V336 *ACCOUNT 6746050802*	- 18,412.330	.00	18,412.33	- 18,412.33	.00
Total First Am Govt Ob Fd Cl X		**- 119,746.170**	**.00**	**119,746.17**	**- 119,746.17**	**.00**
Total Cash And Equivalents		**- 119,746.170**	**.00**	**119,746.17**	**- 119,746.17**	**.00**
US Government Issues						
06/25/2025	Paid Down 3,404.46 Par Value Of F H L M C #Sd8237 4.000% 7/01/52 For Record Date Of May Due 6/25/25 May FHLMC Due 6/25/25 3132DWEJ8 *ACCOUNT 6746050802*	- 3,404.460	.00	3,404.46	- 3,026.25	378.21

SALES AND MATURITIES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	TRANSACTION PROCEEDS	BOOK VALUE	REALIZED GAIN/LOSS
Total F H L M C #Sd8237 4.000% 7/01/52		**- 3,404.460**	**.00**	**3,404.46**	**- 3,026.25**	**378.21**
06/25/2025	Paid Down 522.42 Par Value Of F H L M C #Sd8244 4.000% 9/01/52 For Record Date Of May Due 6/25/25 May FHLMC Due 6/25/25 3132DWER0 *ACCOUNT 6746050802*	- 522.420	.00	522.42	- 490.01	32.41
Total F H L M C #Sd8244 4.000% 9/01/52		**- 522.420**	**.00**	**522.42**	**- 490.01**	**32.41**
06/25/2025	Paid Down 3,182.42 Par Value Of F H L M C #Sd8288 5.000% 12/01/52 For Record Date Of May Due 6/25/25 May FHLMC Due 6/25/25 3132DWF57 *ACCOUNT 6746050802*	- 3,182.420	.00	3,182.42	- 3,008.38	174.04
Total F H L M C #Sd8288 5.000% 12/01/52		**- 3,182.420**	**.00**	**3,182.42**	**- 3,008.38**	**174.04**
06/25/2025	Paid Down 658.58 Par Value Of F H L M C #Sd8494 5.500% 12/01/54 P & I Due 06/25/25 3132DWNK5 *ACCOUNT 6746050802*	- 658.580	.00	658.58	- 648.21	10.37
Total F H L M C #Sd8494 5.500% 12/01/54		**- 658.580**	**.00**	**658.58**	**- 648.21**	**10.37**
06/25/2025	Paid Down 147.57 Par Value Of F N M A #Cb8133 5.000% 3/01/54 For Record Date Of May Due 6/25/25 May FNMA Due 6/25/25 3140QUBB1 *ACCOUNT 6746050802*	- 147.570	.00	147.57	- 142.77	4.80

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SALES AND MATURITIES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	TRANSACTION PROCEEDS	BOOK VALUE	REALIZED GAIN/LOSS
Total F N M A #Cb8133 5.000% 3/01/54		**- 147.570**	**.00**	**147.57**	**- 142.77**	**4.80**
06/25/2025	Paid Down 1,290.31 Par Value Of F N M A #Ma4838 3.500% 11/01/52 For Record Date Of May Due 6/25/25 May FNMA Due 6/25/25 31418ELU2 *ACCOUNT 6746050802*	- 1,290.310	.00	1,290.31	- 1,105.63	184.68
Total F N M A #Ma4838 3.500% 11/01/52		**- 1,290.310**	**.00**	**1,290.31**	**- 1,105.63**	**184.68**
06/25/2025	Paid Down 2,313.77 Par Value Of F N M A #Ma4867 4.500% 12/01/52 P & I Due 06/25/25 31418EMR8 *ACCOUNT 6746050802*	- 2,313.770	.00	2,313.77	- 2,123.97	189.80
Total F N M A #Ma4867 4.500% 12/01/52		**- 2,313.770**	**.00**	**2,313.77**	**- 2,123.97**	**189.80**
06/11/2025	Sold 9,000 Par Value Of U S Treasury Bd 4.625% 2/15/55 Trade Date 6/11/25 Sold Through BofA Securities, Inc./Fxd Inc Swift External Ref#: Djcaxmy3Aawyywaa 9,000 Par Value At 95.43755556 % 912810UG1 *ACCOUNT 6746050802*	- 9,000.000	.00	8,589.38	- 8,632.97	- 43.59
06/23/2025	Sold 9,000 Par Value Of U S Treasury Bd 4.625% 2/15/55 Trade Date 6/23/25 Sold Through J.P. Morgan Securities LLC Swift External Ref#: Djcaxwelaaay1waa 9,000 Par Value At 96.51566667 % 912810UG1 *ACCOUNT 6746050802*	- 9,000.000	.00	8,686.41	- 8,632.97	53.44

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SALES AND MATURITIES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	TRANSACTION PROCEEDS	BOOK VALUE	REALIZED GAIN/LOSS
Total U S Treasury Bd 4.625% 2/15/55		**- 18,000.000**	**.00**	**17,275.79**	**- 17,265.94**	**9.85**
06/02/2025	Sold 10,000 Par Value Of U S Treasury Nt 4.000% 4/30/32 Trade Date 6/2/25 Sold Through Goldman Sachs & Co. LLC Swift External Ref#: Djcaxvevaaeywgaa 10,000 Par Value At 98.667969 % 91282CNA5 *ACCOUNT 6746050802*	- 10,000.000	.00	9,866.79	- 9,912.89	- 46.10
Total U S Treasury Nt 4.000% 4/30/32		**- 10,000.000**	**.00**	**9,866.79**	**- 9,912.89**	**- 46.10**
06/24/2025	Sold 20,000 Par Value Of U S Treasury Nt 4.125% 2/29/32 Trade Date 6/24/25 Sold Through Goldman Sachs & Co. LLC Swift External Ref#: Djcaxyclaaay2AAA 20,000 Par Value At 100.5078 % 91282CMR9 *ACCOUNT 6746050802*	- 20,000.000	.00	20,101.56	- 20,139.84	- 38.28
Total U S Treasury Nt 4.125% 2/29/32		**- 20,000.000**	**.00**	**20,101.56**	**- 20,139.84**	**- 38.28**
06/09/2025	Sold 188,000 Par Value Of U S Treasury Nt 4.250% 11/15/34 Trade Date 6/9/25 Sold Through Ubs Securities LLC Swift External Ref#: Djcaxjveaaeyyqaa 188,000 Par Value At 98.1875 % 91282CLW9 *ACCOUNT 6746050802*	- 188,000.000	.00	184,592.50	- 185,718.30	- 1,125.80
Total U S Treasury Nt 4.250% 11/15/34		**- 188,000.000**	**.00**	**184,592.50**	**- 185,718.30**	**- 1,125.80**

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PARS/CITY OF BREA 115P PEN CONS
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SALES AND MATURITIES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	TRANSACTION PROCEEDS	BOOK VALUE	REALIZED GAIN/LOSS
06/11/2025	Sold 15,000 Par Value Of U S Treasury Nt 4.375% 1/31/32 Trade Date 6/11/25 Sold Through J.P. Morgan Securities LLC Swift External Ref#: Djcaxmvjaaayywaa 15,000 Par Value At 101.14846667 % 91282CMK4 *ACCOUNT 6746050802*	- 15,000.000	.00	15,172.27	- 14,970.70	201.57
06/16/2025	Sold 32,000 Par Value Of U S Treasury Nt 4.375% 1/31/32 Trade Date 6/16/25 Sold Through BofA Securities, Inc./Fxd Inc Swift External Ref#: Djcaxqieaaqy0AAA 32,000 Par Value At 100.93359375 % 91282CMK4 *ACCOUNT 6746050802*	- 32,000.000	.00	32,298.75	- 31,937.50	361.25
Total U S Treasury Nt 4.375% 1/31/32		**- 47,000.000**	**.00**	**47,471.02**	**- 46,908.20**	**562.82**
06/09/2025	Sold 59,000 Par Value Of U S Treasury Nt 4.625% 2/15/35 Trade Date 6/9/25 Sold Through J.P. Morgan Securities LLC Swift External Ref#: Djcaxjsyaamyyqaa 59,000 Par Value At 100.92577966 % 91282CMM0 *ACCOUNT 6746050802*	- 59,000.000	.00	59,546.21	- 60,822.92	- 1,276.71
Total U S Treasury Nt 4.625% 2/15/35		**- 59,000.000**	**.00**	**59,546.21**	**- 60,822.92**	**- 1,276.71**
Total Government Issues		**- 353,519.530**	**.00**	**350,373.40**	**- 351,313.31**	**- 939.91**

Corporate Issues

SALES AND MATURITIES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	TRANSACTION PROCEEDS	BOOK VALUE	REALIZED GAIN/LOSS
06/27/2025	Sold 20,000 Par Value Of Caterpillar Inc 5.200% 5/15/35 Trade Date 6/27/25 Sold Through Rbc Capital Markets, LLC Swift External Ref#: Djcax6Fyaaqy2waa 20,000 Par Value At 101.696 % 149123CL3 *ACCOUNT 6746050802*	- 20,000.000	.00	20,339.20	- 19,962.20	377.00
Total Caterpillar Inc 5.200% 5/15/35		**- 20,000.000**	**.00**	**20,339.20**	**- 19,962.20**	**377.00**
06/10/2025	Paid Down 2,123.43 Par Value Of Delta Air Lines 5.000% 12/10/29 Trade Date 6/10/25 247361ZW1 *ACCOUNT 6746050802*	- 2,123.430	.00	2,123.43	- 1,836.77	286.66
Total Delta Air Lines 5.000% 12/10/29		**- 2,123.430**	**.00**	**2,123.43**	**- 1,836.77**	**286.66**
06/04/2025	Sold 29,000 Par Value Of Electronic Arts Inc 2.950% 2/15/51 Trade Date 6/4/25 Sold Through Fhn Financial Securities Corp. Swift External Ref#: Djcaxdxcaa0yxaaa 29,000 Par Value At 61.529 % 285512AF6 *ACCOUNT 6746050802*	- 29,000.000	.00	17,843.41	- 17,405.51	437.90
Total Electronic Arts Inc 2.950% 2/15/51		**- 29,000.000**	**.00**	**17,843.41**	**- 17,405.51**	**437.90**
06/20/2025	Paid Down 11,251.15 Par Value Of Gm Fin Atmbl Lease 5.160% 1/20/27 Cmo Final Paydown 362541AE4 *ACCOUNT 6746050802*	- 11,251.150	.00	11,251.15	- 11,112.71	138.44

SALES AND MATURITIES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	TRANSACTION PROCEEDS	BOOK VALUE	REALIZED GAIN/LOSS
Total Gm Fin Atmbl Lease 5.160% 1/20/27		**- 11,251.150**	**.00**	**11,251.15**	**- 11,112.71**	**138.44**
06/03/2025	Sold 15,000 Par Value Of Paychex Inc 5.600% 4/15/35 Trade Date 6/3/25 Sold Through Wells Fargo Securities, LLC Swift External Ref#: Djcaxyd5Abuywwaa 15,000 Par Value At 101.392 % 704326AC1 *ACCOUNT 6746050802*	- 15,000.000	.00	15,208.80	- 14,887.65	321.15
Total Paychex Inc 5.600% 4/15/35		**- 15,000.000**	**.00**	**15,208.80**	**- 14,887.65**	**321.15**
06/10/2025	Sold 15,000 Par Value Of Realty Income Corp 5.125% 4/15/35 Trade Date 6/10/25 Sold Through Wells Fargo Securities, LLC Swift External Ref#: Djcaxk+waayyygaa 15,000 Par Value At 98.482 % 756109CT9 *ACCOUNT 6746050802*	- 15,000.000	.00	14,772.30	- 14,755.65	16.65
Total Realty Income Corp 5.125% 4/15/35		**- 15,000.000**	**.00**	**14,772.30**	**- 14,755.65**	**16.65**
06/16/2025	Paid Down 5,983.76 Par Value Of Toyota Auto Rec 1.020% 3/15/27 Trade Date 6/15/25 89238JAD7 *ACCOUNT 6746050802*	- 5,983.760	.00	5,983.76	- 5,485.43	498.33
Total Toyota Auto Rec 1.020% 3/15/27		**- 5,983.760**	**.00**	**5,983.76**	**- 5,485.43**	**498.33**

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SALES AND MATURITIES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	TRANSACTION PROCEEDS	BOOK VALUE	REALIZED GAIN/LOSS
06/04/2025	Sold 15,000 Par Value Of Valero Energy Corp 5.150% 2/15/30 Trade Date 6/4/25 Sold Through J.P. Morgan Securities LLC Swift External Ref#: Djcaxdkxabsyxaaa 15,000 Par Value At 101.37 % 91913YBF6 *ACCOUNT 6746050802*	- 15,000.000	.00	15,205.50	- 14,973.60	231.90
Total Valero Energy Corp 5.150% 2/15/30		**- 15,000.000**	**.00**	**15,205.50**	**- 14,973.60**	**231.90**
Total Corporate Issues		**- 113,358.340**	**.00**	**102,727.55**	**- 100,419.52**	**2,308.03**
Foreign Issues						
06/04/2025	Full Call 20,000 $1 Pv Bank Of Nova Scotia 4.900% 9/04/72 On 06/04/25 At 1.00 USD ST Capital Gain Of 266.10 USD On Federal Cost Federal Tax Cost 19,733.90 USD Corporate Action Id: 568795 064159VJ2 *ACCOUNT 6746050802*	- 20,000.000	.00	20,000.00	- 19,733.90	266.10
Total Bank Of Nova Scotia 4.900% 9/04/72		**- 20,000.000**	**.00**	**20,000.00**	**- 19,733.90**	**266.10**
Total Foreign Issues		**- 20,000.000**	**.00**	**20,000.00**	**- 19,733.90**	**266.10**
Total Sales And Maturities		**- 606,624.040**	**.00**	**592,847.12**	**- 591,212.90**	**1,634.22**

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PARS/CITY OF BREA 115P PEN CONS
ACCOUNT 6746050899

SALES AND MATURITIES MESSAGES

Realized gain/loss should not be used for tax purposes.

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PARS/CITY OF BREA 115P PEN CONS
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PENDING TRADES

TRADE DATE	SETTLE DATE	DESCRIPTION	SHARES/ PAR VALUE	BOOK VALUE	CASH
Purchases					
06/16/2025	07/01/2025	Purchased 30,000 Par Value Of Eog Res Inc 5.000% 7/15/32 Trade Date 6/16/25 Purchased Through Goldman Sachs & Co. LLC Swift External Ref#: Djcaxqloabky0AAA 30,000 Par Value At 99.792 % 26875PAY7 *ACCOUNT 6746050802*	30,000.000	29,937.60	- 29,937.60
Total Purchases			**30,000.000**	**29,937.60**	**- 29,937.60**
Net Trades Pending Settlement			**30,000.000**	**29,937.60**	**- 29,937.60**

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PARS/CITY OF BREA 115P PEN CONS
ACCOUNT 6746050899

BOND SUMMARY

	PAR VALUE	MARKET VALUE	PERCENTAGE OF CATEGORY
SHORT-TERM MATURITY DETAIL			
30 Days or Less			
Pacific Gas Elec 3.450% 7/01/25	20,000.00	20,000.00	100.00
Total 30 Days or Less	**20,000.00**	**20,000.00**	**100.00**
Total	**20,000.00**	**20,000.00**	**100.00**
MATURITY SUMMARY			
2025	20,000.00	20,000.00	0.43
2026	47,765.15	47,567.09	1.03
2027	129,031.14	127,346.76	2.75
2028	381,886.24	382,611.18	8.26
2029	251,765.67	258,257.09	5.57
2030	285,000.00	288,227.10	6.22
2031	110,000.00	111,155.75	2.40
2032	757,000.00	765,436.73	16.51
2033	114,303.35	111,374.60	2.40
2034	77,000.00	79,836.02	1.72
2035 - 2039	704,000.00	710,491.47	15.32
2040 - 2044	296,000.00	201,627.95	4.34
2045 - 2049	.00	.00	0.00
2050 - 2054	1,586,080.11	1,419,892.44	30.61
OVER 2054	115,000.00	113,371.35	2.44
Total	**4,874,831.66**	**4,637,195.53**	**100.00**
MOODY'S RATING			
Aaa	380,000.00	381,649.95	8.23
Aa1	168,000.00	157,907.63	3.41
Aa3	106,303.35	104,811.88	2.26
A1	170,765.67	173,035.12	3.73
A2	170,000.00	167,883.56	3.62
A3	115,000.00	114,677.85	2.47
Baa1	256,000.00	246,969.57	5.33

BOND SUMMARY (continued)

	PAR VALUE	MARKET VALUE	PERCENTAGE OF CATEGORY
Baa2	318,000.00	310,733.68	6.70
Baa3	119,000.00	117,993.04	2.54
Ba1	11,000.00	11,143.22	0.24
WR	20,000.00	20,000.00	0.43
N/A	2,935,762.64	2,804,238.73	60.47
Not Provided	105,000.00	26,151.30	0.57
Total	**4,874,831.66**	**4,637,195.53**	**100.00**
S&P RATING			
AAA	261,716.00	261,691.86	5.64
AA	25,000.00	24,708.25	0.53
AA-	15,000.00	14,628.60	0.32
A+	40,765.15	40,843.05	0.88
A	278,201.38	281,559.62	6.07
A-	259,765.67	257,316.63	5.55
BBB+	214,000.00	198,509.05	4.28
BBB	356,000.00	351,447.82	7.58
BBB-	89,000.00	90,884.64	1.96
BB+	20,000.00	19,569.40	0.42
N/A	3,190,383.46	3,049,885.31	65.77
N/R	20,000.00	20,000.00	0.43
Not Provided	105,000.00	26,151.30	0.57
Total	**4,874,831.66**	**4,637,195.53**	**100.00**

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PARS/CITY OF BREA 115P PEN CONS
ACCOUNT 6746050899

BOND QUALITY SCHEDULE

MOODYS RATING

ASSET NAME	SHARES/ PAR VALUE	PRICE	MARKET	BOOK VALUE	UNREALIZED GAIN/LOSS	YIELD TO CALL/ MATURITY
Aaa Bonds						
Bmw Veh Owner Tr 3.440% 12/26/28 05602RAE1 Standard & Poors Rating: AAA *ACCOUNT 6746050802*	100,000.000	99.4820	99,482.00	95,808.59	3,673.41	3.60
Daimler Trucks 5.770% 12/15/27 233874AC0 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	10,000.000	101.0400	10,104.00	9,999.11	104.89	5.32
First Natl Master 4.850% 2/15/30 32113CCE8 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	30,000.000	101.7440	30,523.20	29,995.75	527.45	4.43
First Natl Mstr 8.24026% 4/16/29 32113CBV1 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	40,000.000	100.4890	40,195.60	39,920.31	275.29	8.09
Ford Cr Auto Owner 5.980% 6/15/28 345295AF6 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	45,000.000	101.6730	45,752.85	45,149.41	603.44	5.37
Ford Credit At 4.940% 6/15/28 345282AD9 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	40,000.000	100.7910	40,316.40	40,146.88	169.52	4.65
Nissan Auto Rec Own 4.490% 12/15/29 65481GAD7 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	15,000.000	101.0060	15,150.90	14,997.12	153.78	4.24

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BOND QUALITY SCHEDULE (continued)

MOODYS RATING

ASSET NAME	SHARES/ PAR VALUE	PRICE	MARKET	BOOK VALUE	UNREALIZED GAIN/LOSS	YIELD TO CALL/ MATURITY
World Omni Aut Lea 5.570% 7/17/28 981944AE1 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	100,000.000	100.1250	100,125.00	98,414.06	1,710.94	5.53
Total Aaa Bonds			**381,649.95**	**374,431.23**	**7,218.72**	
Aa1 Bonds						
U S Treasury Bd 3.875% 5/15/43 912810TS7 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	15,000.000	89.3200	13,398.00	13,760.74	- 362.74	4.77
U S Treasury Bd 4.250% 8/15/44 912810UD8 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	92,000.000	91.6130	84,283.96	87,563.43	- 3,279.47	4.93
U S Treasury Bd 4.625% 2/15/55 912810UG1 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	20,000.000	97.3440	19,468.80	19,429.69	39.11	4.79
U S Treasury Nt 4.125% 2/29/32 91282CMR9 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	30,000.000	100.9140	30,274.20	30,209.77	64.43	3.97
U S Treasury Nt 4.500% 11/15/54 912810UE6 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	11,000.000	95.2970	10,482.67	10,893.90	- 411.23	4.80
Total Aa1 Bonds			**157,907.63**	**161,857.53**	**- 3,949.90**	
Aa3 Bonds						

BOND QUALITY SCHEDULE (continued)

MOODYS RATING

ASSET NAME	SHARES/ PAR VALUE	PRICE	MARKET	BOOK VALUE	UNREALIZED GAIN/LOSS	YIELD TO CALL/ MATURITY
Advocate Health 3.829% 8/15/28 Next Call Date 05/15/2028 007589AA2 Standard & Poors Rating: AA *ACCOUNT 6746050802*	25,000.000	98.8330	24,708.25	24,687.75	20.50	4.23
Dte Elec Co 5.250% 5/15/35 Next Call Date 02/15/2035 23338VAY2 Standard & Poors Rating: A *ACCOUNT 6746050802*	15,000.000	101.8270	15,274.05	14,975.70	298.35	5.01
Meta Platforms Inc 5.400% 8/15/54 Next Call Date 02/15/2054 30303M8V7 Standard & Poors Rating: AA- *ACCOUNT 6746050802*	15,000.000	97.5240	14,628.60	14,940.15	- 311.55	5.57
State Str Corp Sr Nt 4.675% 10/22/32 Next Call Date 10/22/2031 857477CR2 Standard & Poors Rating: A *ACCOUNT 6746050802*	25,000.000	100.0400	25,010.00	25,000.00	10.00	4.67
United Air 2019 1 4.150% 2/25/33 90931CAA6 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	26,303.350	95.7710	25,190.98	24,866.13	324.85	4.82
Total Aa3 Bonds			**104,811.88**	**104,469.73**	**342.15**	
A1 Bonds						
Bank Of America Mtn 3.194% 7/23/30 Next Call Date 07/23/2029 06051GHV4 Standard & Poors Rating: A- *ACCOUNT 6746050802*	20,000.000	95.1890	19,037.80	22,159.40	- 3,121.60	4.26

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PARS/CITY OF BREA 115P PEN CONS
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BOND QUALITY SCHEDULE (continued)

MOODYS RATING

ASSET NAME	SHARES/ PAR VALUE	PRICE	MARKET	BOOK VALUE	UNREALIZED GAIN/LOSS	YIELD TO CALL/ MATURITY
Bhp Billiton Fin 5.125% 2/21/32 Next Call Date 12/21/2031 055451BK3 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	20,000.000	102.3880	20,477.60	19,917.60	560.00	4.70
Commonwealth Edison 5.875% 2/01/33 202795HG8 Standard & Poors Rating: A *ACCOUNT 6746050802*	20,000.000	105.2420	21,048.40	20,078.40	970.00	5.03
Delta Air Lines 5.000% 12/10/29 247361ZW1 Standard & Poors Rating: A- *ACCOUNT 6746050802*	25,765.670	94.4690	24,340.57	22,287.30	2,053.27	6.45
Jpmorgan Chase Co 5.766% 4/22/35 Next Call Date 04/22/2034 46647PEH5 Standard & Poors Rating: A *ACCOUNT 6746050802*	30,000.000	105.0590	31,517.70	31,778.40	- 260.70	5.10
Morgan Stanley 6.407% 11/01/29 Next Call Date 10/01/2029 61747YFH3 Standard & Poors Rating: A- *ACCOUNT 6746050802*	15,000.000	105.9220	15,888.30	15,506.40	381.90	4.87
Royal Bk Cda Fr Mtn 4.965% 1/24/29 Next Call Date 01/24/2028 78017DAA6 Standard & Poors Rating: A *ACCOUNT 6746050802*	25,000.000	101.4410	25,360.25	25,005.50	354.75	4.52
Wells Fargo Co Mtn 5.198% 1/23/30 Next Call Date 12/23/2029 95000U3J0 Standard & Poors Rating: BBB+ *ACCOUNT 6746050802*	15,000.000	102.4300	15,364.50	15,000.00	364.50	4.60

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PARS/CITY OF BREA 115P PEN CONS
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BOND QUALITY SCHEDULE (continued)

MOODYS RATING

ASSET NAME	SHARES/ PAR VALUE	PRICE	MARKET	BOOK VALUE	UNREALIZED GAIN/LOSS	YIELD TO CALL/ MATURITY
Total A1 Bonds			**173,035.12**	**171,733.00**	**1,302.12**	
A2 Bonds						
American Express Co 6.338% 10/30/26 025816DL0 Standard & Poors Rating: A- *ACCOUNT 6746050802*	15,000.000	100.5860	15,087.90	15,261.15	- 173.25	5.87
Canadian Imperial Bk 6.092% 10/03/33 Next Call Date 07/03/2033 13607LWW9 Standard & Poors Rating: A- *ACCOUNT 6746050802*	20,000.000	107.2200	21,444.00	20,797.60	646.40	5.01
Conocophillips 5.650% 1/15/65 Next Call Date 07/15/2064 20826FBN5 Standard & Poors Rating: A- *ACCOUNT 6746050802*	15,000.000	95.1280	14,269.20	13,575.60	693.60	5.97
Duke Energy 5.550% 3/15/54 Next Call Date 09/15/2053 26442EAL4 Standard & Poors Rating: A *ACCOUNT 6746050802*	25,000.000	97.6930	24,423.25	24,829.15	- 405.90	5.71
Goldman Sachs 1.948% 10/21/27 Next Call Date 10/21/2026 38141GYM0 Standard & Poors Rating: BBB+ *ACCOUNT 6746050802*	27,000.000	96.8260	26,143.02	24,612.39	1,530.63	3.39
Southern Calif 5.875% 12/01/53 Next Call Date 06/01/2053 842400HX4 Standard & Poors Rating: A- *ACCOUNT 6746050802*	19,000.000	91.2790	17,343.01	17,553.91	- 210.90	6.56

BOND QUALITY SCHEDULE (continued)

MOODYS RATING

ASSET NAME	SHARES/ PAR VALUE	PRICE	MARKET	BOOK VALUE	UNREALIZED GAIN/LOSS	YIELD TO CALL/ MATURITY
United Parcel Svcs 6.050% 5/14/65 Next Call Date 11/14/2064 911312CL8 Standard & Poors Rating: A *ACCOUNT 6746050802*	25,000.000	102.3420	25,585.50	24,880.50	705.00	5.90
Westar Energy Inc 3.100% 4/01/27 Next Call Date 01/01/2027 95709TAP5 Standard & Poors Rating: A *ACCOUNT 6746050802*	24,000.000	98.2820	23,587.68	22,472.51	1,115.17	4.12
Total A2 Bonds			**167,883.56**	**163,982.81**	**3,900.75**	
A3 Bonds						
American Honda Mtn 4.850% 10/23/31 02665WFU0 Standard & Poors Rating: A- *ACCOUNT 6746050802*	25,000.000	100.2690	25,067.25	24,665.25	402.00	4.79
Ecolab Inc 4.300% 6/15/28 Next Call Date 05/15/2028 278865BQ2 Standard & Poors Rating: A- *ACCOUNT 6746050802*	20,000.000	100.6970	20,139.40	19,981.50	157.90	4.05
Eog Res Inc 5.000% 7/15/32 Next Call Date 05/15/2032 26875PAY7 Standard & Poors Rating: A- *ACCOUNT 6746050802*	30,000.000	101.2160	30,364.80	29,937.60	427.20	4.79
General Mtn 5.875% 1/14/38 36962G3P7 Standard & Poors Rating: A- *ACCOUNT 6746050802*	20,000.000	106.6880	21,337.60	21,043.91	293.69	5.14

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PARS/CITY OF BREA 115P PEN CONS
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BOND QUALITY SCHEDULE (continued)

MOODYS RATING

ASSET NAME	SHARES/ PAR VALUE	PRICE	MARKET	BOOK VALUE	UNREALIZED GAIN/LOSS	YIELD TO CALL/ MATURITY
Hsbc Hldgs Plc 2.804% 5/24/32 Next Call Date 05/24/2031 404280CT4 Standard & Poors Rating: A- *ACCOUNT 6746050802*	20,000.000	88.8440	17,768.80	16,809.60	959.20	4.72
Total A3 Bonds			**114,677.85**	**112,437.86**	**2,239.99**	
Baa1 Bonds						
American Wtr Cap 5.250% 3/01/35 Next Call Date 12/01/2034 03040WBF1 Standard & Poors Rating: A *ACCOUNT 6746050802*	20,000.000	101.3330	20,266.60	19,923.00	343.60	5.07
Arizona Pub 5.700% 8/15/34 Next Call Date 05/15/2034 040555DH4 Standard & Poors Rating: BBB+ *ACCOUNT 6746050802*	10,000.000	103.1060	10,310.60	9,972.60	338.00	5.27
Barclays Plc Sr Nt 5.690% 3/12/30 Next Call Date 03/12/2029 06738ECR4 Standard & Poors Rating: BBB+ *ACCOUNT 6746050802*	20,000.000	103.4720	20,694.40	20,045.40	649.00	4.85
Bat Capital Corp 5.350% 8/15/32 Next Call Date 06/15/2032 05526DCB9 Standard & Poors Rating: BBB+ *ACCOUNT 6746050802*	13,000.000	102.2720	13,295.36	12,989.60	305.76	4.97
Citizens Financial 6.645% 4/25/35 Next Call Date 04/25/2034 174610BG9 Standard & Poors Rating: BBB+ *ACCOUNT 6746050802*	10,000.000	107.7880	10,778.80	10,008.87	769.93	5.60

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PARS/CITY OF BREA 115P PEN CONS
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BOND QUALITY SCHEDULE (continued)

MOODYS RATING

ASSET NAME	SHARES/ PAR VALUE	PRICE	MARKET	BOOK VALUE	UNREALIZED GAIN/LOSS	YIELD TO CALL/ MATURITY
Hubbell Inc 3.350% 3/01/26 Next Call Date 12/01/2025 443510AG7 Standard & Poors Rating: BBB+ *ACCOUNT 6746050802*	10,000.000	99.1460	9,914.60	9,819.60	95.00	4.65
Huntington 5.272% 1/15/31 446150BE3 Standard & Poors Rating: BBB+ *ACCOUNT 6746050802*	20,000.000	102.4600	20,492.00	20,000.00	492.00	4.76
Regeneron 2.800% 9/15/50 Next Call Date 03/15/2050 75886FAF4 Standard & Poors Rating: BBB+ *ACCOUNT 6746050802*	35,000.000	59.6980	20,894.30	20,255.65	638.65	5.89
Regions Financial 5.722% 6/06/30 7591EPAU4 Standard & Poors Rating: BBB+ *ACCOUNT 6746050802*	20,000.000	103.2800	20,656.00	20,000.00	656.00	4.96
Reinsurance Group 5.750% 9/15/34 Next Call Date 06/15/2034 759351AS8 Standard & Poors Rating: A *ACCOUNT 6746050802*	24,000.000	102.6430	24,634.32	23,925.88	708.44	5.38
Santander Uk Group 4.858% 9/11/30 Next Call Date 08/11/2030 80281LAU9 Standard & Poors Rating: BBB *ACCOUNT 6746050802*	20,000.000	99.8690	19,973.80	20,000.00	- 26.20	4.89
Suncor Energy Inc 5.950% 12/01/34 867229AD8 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	13,000.000	103.7400	13,486.20	12,500.80	985.40	5.44

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PARS/CITY OF BREA 115P PEN CONS
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BOND QUALITY SCHEDULE (continued)

MOODYS RATING

ASSET NAME	SHARES/ PAR VALUE	PRICE	MARKET	BOOK VALUE	UNREALIZED GAIN/LOSS	YIELD TO CALL/ MATURITY
Synopsys Inc 5.150% 4/01/35 Next Call Date 01/01/2035 871607AE7 Standard & Poors Rating: BBB *ACCOUNT 6746050802*	11,000.000	100.7940	11,087.34	10,975.80	111.54	5.04
Sysco Corp Sr 5.400% 3/23/35 Next Call Date 12/23/2034 871829BV8 Standard & Poors Rating: BBB *ACCOUNT 6746050802*	15,000.000	101.7150	15,257.25	14,988.60	268.65	5.17
Truist Mtn 5.071% 5/20/31 Next Call Date 05/20/2030 89788MAU6 Standard & Poors Rating: A- *ACCOUNT 6746050802*	15,000.000	101.5200	15,228.00	15,000.00	228.00	4.77
Total Baa1 Bonds			**246,969.57**	**240,405.80**	**6,563.77**	
Baa2 Bonds						
American Homes L P 4.950% 6/15/30 Next Call Date 05/15/2030 02666TAK3 Standard & Poors Rating: BBB *ACCOUNT 6746050802*	20,000.000	101.0210	20,204.20	19,888.80	315.40	4.71
At T Inc 2.550% 12/01/33 Next Call Date 09/01/2033 00206RMM1 Standard & Poors Rating: BBB *ACCOUNT 6746050802*	30,000.000	83.6910	25,107.30	24,046.20	1,061.10	4.94
Black Hills Corp 6.000% 1/15/35 Next Call Date 10/15/2034 092113AX7 Standard & Poors Rating: BBB+ *ACCOUNT 6746050802*	15,000.000	103.7140	15,557.10	14,968.05	589.05	5.49

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PARS/CITY OF BREA 115P PEN CONS
ACCOUNT 6746050899

BOND QUALITY SCHEDULE (continued)

MOODYS RATING

ASSET NAME	SHARES/ PAR VALUE	PRICE	MARKET	BOOK VALUE	UNREALIZED GAIN/LOSS	YIELD TO CALL/ MATURITY
Citigroup Inc Sub 6.174% 5/25/34 Next Call Date 05/25/2033 17327CAR4 Standard & Poors Rating: BBB *ACCOUNT 6746050802*	30,000.000	104.6830	31,404.90	29,244.30	2,160.60	5.50
Constellation Brands 4.800% 5/01/30 Next Call Date 04/01/2030 21036PBS6 Standard & Poors Rating: BBB *ACCOUNT 6746050802*	20,000.000	100.8250	20,165.00	19,974.70	190.30	4.61
Energy Transfer 8.250% 11/15/29 Next Call Date 08/15/2029 29273RBC2 Standard & Poors Rating: BBB *ACCOUNT 6746050802*	25,000.000	113.1250	28,281.25	27,795.00	486.25	4.88
Essential Utils Inc 3.351% 4/15/50 Next Call Date 10/15/2049 29670GAE2 Standard & Poors Rating: BBB+ *ACCOUNT 6746050802*	14,000.000	66.0280	9,243.92	8,620.08	623.84	6.00
Extra Space Storage 5.700% 4/01/28 Next Call Date 03/01/2028 30225VAJ6 Standard & Poors Rating: BBB+ *ACCOUNT 6746050802*	5,000.000	103.2890	5,164.45	5,142.85	21.60	4.42
Gatx Corp 5.500% 6/15/35 Next Call Date 03/15/2035 361448BS1 Standard & Poors Rating: BBB *ACCOUNT 6746050802*	15,000.000	101.2770	15,191.55	14,943.75	247.80	5.33
General Mtrs Finl Co 5.050% 4/04/28 37045XFE1 Standard & Poors Rating: BBB *ACCOUNT 6746050802*	10,000.000	100.7580	10,075.80	9,998.00	77.80	4.75

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PARS/CITY OF BREA 115P PEN CONS
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BOND QUALITY SCHEDULE (continued)

MOODYS RATING

ASSET NAME	SHARES/ PAR VALUE	PRICE	MARKET	BOOK VALUE	UNREALIZED GAIN/LOSS	YIELD TO CALL/ MATURITY
Kinder Morgan Inc 5.150% 6/01/30 Next Call Date 05/01/2030 49456BBB6 Standard & Poors Rating: BBB *ACCOUNT 6746050802*	25,000.000	102.1020	25,525.50	25,029.90	495.60	4.66
Motorola Solutions 5.550% 8/15/35 Next Call Date 05/15/2035 620076CC1 Standard & Poors Rating: BBB *ACCOUNT 6746050802*	20,000.000	101.9600	20,392.00	19,972.20	419.80	5.30
Mplx LP 5.950% 4/01/55 Next Call Date 10/01/2054 55336VBZ2 Standard & Poors Rating: BBB *ACCOUNT 6746050802*	15,000.000	95.2470	14,287.05	14,464.35	- 177.30	6.30
Plains All Amer Pipe 4.300% 1/31/43 Next Call Date 07/31/2042 72650RBC5 Standard & Poors Rating: BBB *ACCOUNT 6746050802*	28,000.000	79.4440	22,244.32	19,544.00	2,700.32	6.24
Pnc Finl Svcs Group 3.400% 12/15/69 Next Call Date 09/15/2026 693475BC8 Standard & Poors Rating: BBB- *ACCOUNT 6746050802*	10,000.000	96.5750	9,657.50	8,893.20	764.30	3.55
Targa Res Corp 4.900% 9/15/30 Next Call Date 08/15/2030 87612GAP6 Standard & Poors Rating: BBB *ACCOUNT 6746050802*	20,000.000	100.8440	20,168.80	19,974.00	194.80	4.72
Weyerhaeuser Co 7.375% 3/15/32 962166BR4 Standard & Poors Rating: BBB *ACCOUNT 6746050802*	16,000.000	112.8940	18,063.04	17,236.48	826.56	5.08

BOND QUALITY SCHEDULE (continued)

MOODYS RATING

ASSET NAME	SHARES/ PAR VALUE	PRICE	MARKET	BOOK VALUE	UNREALIZED GAIN/LOSS	YIELD TO CALL/ MATURITY
Total Baa2 Bonds			**310,733.68**	**299,735.86**	**10,997.82**	
Baa3 Bonds						
Americold Rlty Oper 5.600% 5/15/32 Next Call Date 03/15/2032 03063UAB7 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	20,000.000	100.4900	20,098.00	20,077.80	20.20	5.51
Associated Banc Corp 6.455% 8/29/30 Next Call Date 08/29/2029 045487AD7 Standard & Poors Rating: BBB- *ACCOUNT 6746050802*	15,000.000	102.7660	15,414.90	15,098.16	316.74	5.83
Brown Brown Inc 6.250% 6/23/55 Next Call Date 12/12/2054 115236AN1 Standard & Poors Rating: BBB- *ACCOUNT 6746050802*	10,000.000	103.0810	10,308.10	9,975.80	332.30	6.03
Flowers Foods Inc 6.200% 3/15/55 Next Call Date 09/15/2054 343498AE1 Standard & Poors Rating: BBB *ACCOUNT 6746050802*	20,000.000	98.9760	19,795.20	19,866.00	- 70.80	6.28
Mattel Inc 5.450% 11/01/41 Next Call Date 05/01/2041 577081AW2 Standard & Poors Rating: BBB *ACCOUNT 6746050802*	16,000.000	88.8970	14,223.52	12,916.16	1,307.36	6.57
Occidental 6.200% 3/15/40 674599DJ1 Standard & Poors Rating: BB+ *ACCOUNT 6746050802*	20,000.000	97.8470	19,569.40	20,474.20	- 904.80	6.43

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BOND QUALITY SCHEDULE (continued)

MOODYS RATING

ASSET NAME	SHARES/ PAR VALUE	PRICE	MARKET	BOOK VALUE	UNREALIZED GAIN/LOSS	YIELD TO CALL/ MATURITY
Ovintiv Inc 6.250% 7/15/33 Next Call Date 04/15/2033 69047QAC6 Standard & Poors Rating: BBB- *ACCOUNT 6746050802*	18,000.000	103.2440	18,583.92	17,490.42	1,093.50	5.74
Total Baa3 Bonds			**117,993.04**	**115,898.54**	**2,094.50**	
Ba1 Bonds						
Applovin Corp Sr 5.125% 12/01/29 Next Call Date 11/01/2029 03831WAB4 Standard & Poors Rating: BBB- *ACCOUNT 6746050802*	11,000.000	101.3020	11,143.22	10,995.82	147.40	4.79
WR Bonds						
Pacific Gas Elec 3.450% 7/01/25 694308JL2 Standard & Poors Rating: N/R *ACCOUNT 6746050802*	20,000.000	100.0000	20,000.00	19,800.80	199.20	3.45
N/A Bonds						
Carmax Auto Owner 4.800% 3/15/30 14320AAD3 Standard & Poors Rating: AAA *ACCOUNT 6746050802*	10,000.000	100.9160	10,091.60	9,998.53	93.07	4.58
F G Annuities Life 6.500% 6/04/29 Next Call Date 05/04/2029 30190AAF1 Standard & Poors Rating: BBB- *ACCOUNT 6746050802*	25,000.000	103.1080	25,777.00	25,012.10	764.90	5.61

BOND QUALITY SCHEDULE (continued)

MOODYS RATING

ASSET NAME	SHARES/ PAR VALUE	PRICE	MARKET	BOOK VALUE	UNREALIZED GAIN/LOSS	YIELD TO CALL/ MATURITY
F H L M C #Sd8237 4.000% 7/01/52 3132DWEJ8 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	379,760.450	93.1770	353,849.39	337,571.42	16,277.97	4.43
F H L M C #Sd8244 4.000% 9/01/52 3132DWER0 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	67,805.710	93.1770	63,179.33	63,599.63	- 420.30	4.43
F H L M C #Sd8288 5.000% 12/01/52 3132DWF57 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	335,786.570	98.4760	330,669.18	317,423.26	13,245.92	5.10
F H L M C #Sd8494 5.500% 12/01/54 3132DWNK5 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	67,020.780	100.0190	67,033.51	65,965.73	1,067.78	5.50
F H L M C Mltcl Mtg 5.180% 3/25/29 3137HCKV3 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	60,000.000	103.3440	62,006.40	61,257.42	748.98	4.21
F N M A #Cb8133 5.000% 3/01/54 3140QUBB1 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	74,267.740	98.2590	72,974.74	71,854.05	1,120.69	5.12
F N M A #Ma4838 3.500% 11/01/52 31418ELU2 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	175,439.140	90.1000	158,070.67	150,329.43	7,741.24	4.10
F N M A #Ma4867 4.500% 12/01/52 31418EMR8 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	261,999.720	95.7820	250,948.57	240,507.56	10,441.01	4.78

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PARS/CITY OF BREA 115P PEN CONS
ACCOUNT 6746050899

BOND QUALITY SCHEDULE (continued)

MOODYS RATING

ASSET NAME	SHARES/ PAR VALUE	PRICE	MARKET	BOOK VALUE	UNREALIZED GAIN/LOSS	YIELD TO CALL/ MATURITY
Mercedes-Benz At 0.00001% 4/16/29 58768YAD7 Standard & Poors Rating: AAA *ACCOUNT 6746050802*	10,000.000	101.1360	10,113.60	9,998.78	114.82	- 0.30 *
Ssm Health Care Corp 4.894% 6/01/28 Next Call Date 03/01/2028 784710AC9 Standard & Poors Rating: A+ *ACCOUNT 6746050802*	18,000.000	101.5470	18,278.46	17,646.48	631.98	4.32
Toyota Auto Rec 1.020% 3/15/27 89238JAD7 Standard & Poors Rating: AAA *ACCOUNT 6746050802*	41,716.000	98.8320	41,228.76	38,241.84	2,986.92	1.71
U S Treas Bd Strip 8/15/44 912834NV6 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	125,000.000	.3833	47,908.75	52,895.00	- 4,986.25	0.00 *
U S Treasury Nt 4.000% 4/30/32 91282CNA5 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	300,000.000	100.1250	300,375.00	297,386.72	2,988.28	3.98
U S Treasury Nt 4.250% 5/15/35 91282CNC1 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	533,000.000	100.1560	533,831.48	523,239.34	10,592.14	4.23
U S Treasury Nt 4.375% 1/31/32 91282CMK4 Standard & Poors Rating: N/A *ACCOUNT 6746050802*	283,000.000	102.3710	289,709.93	282,447.26	7,262.67	3.96
United Air 2014 1 A 4.000% 4/11/26 90932PAA6 Standard & Poors Rating: A+ *ACCOUNT 6746050802*	22,765.150	99.1190	22,564.59	22,096.31	468.28	5.16

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PARS/CITY OF BREA 115P PEN CONS
ACCOUNT 6746050899

BOND QUALITY SCHEDULE (continued)

MOODYS RATING

ASSET NAME	SHARES/ PAR VALUE	PRICE	MARKET	BOOK VALUE	UNREALIZED GAIN/LOSS	YIELD TO CALL/ MATURITY
United Air 2014 2 3.750% 3/03/28 90932QAA4 Standard & Poors Rating: A *ACCOUNT 6746050802*	18,886.240	98.3180	18,568.57	18,296.05	272.52	4.42
United Airlines 4.300% 2/15/27 909319AA3 Standard & Poors Rating: A *ACCOUNT 6746050802*	26,315.140	99.8790	26,283.30	25,024.12	1,259.18	4.38
World Financial 4.620% 5/15/31 981464HU7 Standard & Poors Rating: AAA *ACCOUNT 6746050802*	50,000.000	100.7370	50,368.50	49,751.95	616.55	4.48
World Omni Auto Rec 4.990% 3/15/30 98164YAD3 Standard & Poors Rating: AAA *ACCOUNT 6746050802*	20,000.000	101.2510	20,250.20	19,998.52	251.68	4.69
World Omni Set Auto 5.510% 2/15/30 98164LAD1 Standard & Poors Rating: AAA *ACCOUNT 6746050802*	30,000.000	100.5240	30,157.20	30,106.64	50.56	5.38
Total N/A Bonds			**2,804,238.73**	**2,730,648.14**	**73,590.59**	
Not Rated Bonds						
U S Treas Bd Strip 5/15/54 912803HB2 Standard & Poors Rating: Not Rated *ACCOUNT 6746050802*	105,000.000	.2491	26,151.30	32,817.75	- 6,666.45	0.00 *
GRAND TOTAL			**4,637,195.53**	**4,539,214.87**	**97,980.66**	

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PARS/CITY OF BREA 115P PEN CONS
ACCOUNT 6746050899

BOND QUALITY SCHEDULE MESSAGES

*Yield to Maturity for zero rate bonds may display as zero.



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Account Number: 6746050801
PARS/CITY OF BREA 115 POST
EMPLOYMENT BENEFIT TRUST OPEB

This statement is for the period from June 1, 2025 to June 30, 2025

Questions?
If you have any questions regarding your account or this statement, please contact your Account Manager.

Account Manager:
RODION BUTYRSKI
18300 VON KARMAN
SUITE 500
IRVINE CA 92612
Phone: 949-224-7211
E-mail: rodion.butyrski@usbank.com

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CITY OF BREA
ATTN.: CITY MANAGER
1 CIVIC CENTER CIRCLE
BREA, CA 92821-5792

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PARS/CITY OF BREA 115P OPEB
ACCOUNT 6746050801

Period from June 1, 2025 to June 30, 2025

MARKET AND COST RECONCILIATION

	06/30/2025 MARKET	06/30/2025 BOOK VALUE
Beginning Market And Cost	**453,662.17**	**449,293.69**
Investment Activity		
Interest	40.53	40.53
Dividends	1,579.75	1,579.75
Change In Unrealized Gain/Loss	12,189.82	.00
Net Accrued Income (Current-Prior)	- 2.34	- 2.34
Total Investment Activity	**13,807.76**	**1,617.94**
Plan Expenses		
Administrative Expenses*	- 63.97	- 63.97
Trust Fees	- 72.06	- 72.06
Total Plan Expenses	**- 136.03**	**- 136.03**
Net Change In Market And Cost	**13,671.73**	**1,481.91**
Ending Market And Cost	**467,333.90**	**450,775.60**

MARKET AND COST RECONCILIATION MESSAGES

* Includes Professional Fees, Contract Administrator Fees and Investment Advisory Fees

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CASH RECONCILIATION

Beginning Cash	**.00**
Investment Activity	
Interest	40.53
Dividends	1,579.75
Cash Equivalent Purchases	- 543.92
Mutual Fund Purchases	- 1,076.36
Cash Equivalent Sales	136.03
Total Investment Activity	**136.03**
Plan Expenses	
Administrative Expenses*	- 63.97
Trust Fees	- 72.06
Total Plan Expenses	**- 136.03**
Net Change In Cash	**.00**
Ending Cash	**.00**

CASH RECONCILIATION MESSAGES

* Includes Professional Fees, Contract Administrator Fees and Investment Advisory Fees

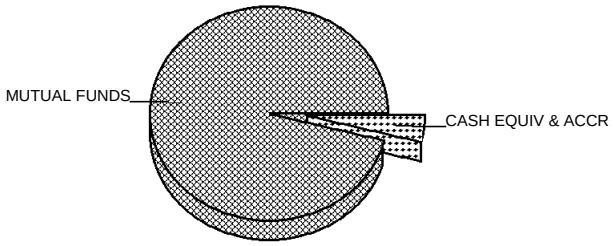
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PARS/CITY OF BREA 115P OPEB
ACCOUNT 6746050801

ASSET SUMMARY

ASSETS	06/30/2025 MARKET	06/30/2025 BOOK VALUE	% OF MARKET
Cash And Equivalents	11,253.47	11,253.47	2.41
Mutual Funds-Equity	233,960.73	220,089.68	50.06
Mutual Funds-Fixed Income	222,081.51	219,394.26	47.52
Total Assets	**467,295.71**	**450,737.41**	**99.99**
Accrued Income	38.19	38.19	0.01
Grand Total	**467,333.90**	**450,775.60**	**100.00**

Estimated Annual Income **13,259.21**



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 X 31846V336 Asset Minor Code 1	11,253.470	11,253.47 1.0000	11,253.47	.00 .00	38.19	4.26
Total Money Markets	**11,253.470**	**11,253.47**	**11,253.47**	**.00** **.00**	**38.19**	**4.25**
Total Cash And Equivalents	**11,253.470**	**11,253.47**	**11,253.47**	**.00** **.00**	**38.19**	**4.25**
Mutual Funds						
Mutual Funds-Equity						
Cohen & Steers Instl Realty Shares 19247U106 Asset Minor Code 98	222.558	10,965.43 49.2700	10,901.32	64.11 - 22.04	.00	3.04
Columbia Small Cap Growth Inst3 19765Y340 Asset Minor Code 98	57.304	1,735.17 30.2800	1,577.00	158.17 140.40	.00	0.00
Columbia Contrarian Core Fund 19766M709 Asset Minor Code 98	956.156	37,098.85 38.8000	36,029.43	1,069.42 1,979.24	.00	0.65
Fidelity International Index Fund 315911727 Asset Minor Code 98	272.853	15,642.66 57.3300	13,644.30	1,998.36 381.99	.00	2.71
Emerald Growth Institutional 317609253 Asset Minor Code 98	62.872	1,707.60 27.1600	1,660.64	46.96 162.21	.00	2.49

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PARS/CITY OF BREA 115P OPEB
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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
Goldman Sachs Gqg Ptnrs Intl Opps R6 38147N269 Asset Minor Code 98	238.695	5,406.44 22.6500	5,447.14	- 40.70 93.09	.00	2.00
Hartford Schroders Emerging Markets 41665X859 Asset Minor Code 98	603.617	11,474.76 19.0100	10,351.13	1,123.63 676.05	.00	1.17
Lazard Cl List Infrastr Inst 52106N459 Asset Minor Code 98	349.739	6,281.31 17.9600	5,818.66	462.65 35.27	.00	2.76
Mfs International Growth R6 552746356 Asset Minor Code 98	127.580	6,097.05 47.7900	5,515.72	581.33 154.37	.00	1.47
Nyli Cbre Global Infrastructure 56064L280 Asset Minor Code 98	410.365	5,855.91 14.2700	5,344.53	511.38 - 8.13	.00	2.14
Putnam Core Equity Fund Y 74676P839 Asset Minor Code 98	346.432	15,651.80 45.1800	15,040.65	611.15 779.47	.00	0.70
Schwab U S Large Cap Etf 808524201 Asset Minor Code 94	4,554.000	111,299.76 24.4400	103,958.16	7,341.60 5,191.56	.00	1.17
Undiscovered Mgrs Behavioral Value 904504479 Asset Minor Code 98	57.776	4,743.99 82.1100	4,801.00	- 57.01 131.73	.00	2.02
Total Mutual Funds-Equity	**8,259.947**	**233,960.73**	**220,089.68**	**13,871.05** **9,695.21**	**.00**	**1.36**
Mutual Funds-Fixed Income						
Baird Aggregate Bond Fd Instl 057071854 Asset Minor Code 99	6,185.388	60,926.07 9.8500	60,156.00	770.07 740.58	.00	4.06

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PARS/CITY OF BREA 115P OPEB
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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
Dodge Cox Income 256210105 Asset Minor Code 99	2,807.936	35,492.31 12.6400	35,074.40	417.91 251.80	.00	4.22
Ishares Core U.S. Aggregate Bond Etf 464287226 Asset Minor Code 95	542.000	53,766.40 99.2000	52,863.17	903.23 596.20	.00	3.81
Nyli MacKay High Yield Corp Bd Fd R6 56063N881 Asset Minor Code 99	2,057.469	10,719.41 5.2100	10,628.20	91.21 122.80	.00	6.24
Pgim Total Return Bond Cl R6 74440B884 Asset Minor Code 99	3,401.127	40,949.57 12.0400	40,446.08	503.49 508.13	.00	4.73
Voya Intermediate Bond Fund Class R6 92913L569 Asset Minor Code 99	2,301.223	20,227.75 8.7900	20,226.41	1.34 275.10	.00	4.77
Total Mutual Funds-Fixed Income	**17,295.143**	**222,081.51**	**219,394.26**	**2,687.25** **2,494.61**	**.00**	**4.31**
Total Mutual Funds	**25,555.090**	**456,042.24**	**439,483.94**	**16,558.30** **12,189.82**	**.00**	**2.80**
Total Assets	**36,808.560**	**467,295.71**	**450,737.41**	**16,558.30** **12,189.82**	**38.19**	**2.83**
Accrued Income	**.000**	**38.19**	**38.19**			
Grand Total	**36,808.560**	**467,333.90**	**450,775.60**			

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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.

The asset categories used in this statement may be general in nature. For example, assets listed under the "Mutual Funds" category may include open-end investment companies registered under the Investment Company Act of 1940 (which are commonly known as "mutual funds") but may also include closed-end investment companies, unit investment trusts, common trust funds, collective trust funds or other investments that are registered with (or not subject to registration with) the Securities and Exchange Commission.

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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								
11,253.470	First Am Govt Ob Fd Cl X 31846V336		07/01/25	0.04	40.53	38.19	40.53	38.19
Total Cash And Equivalents					**40.53**	**38.19**	**40.53**	**38.19**
Mutual Funds-Equity								
222.558	Cohen & Steers Instl Realty Shares 19247U106	06/30/25	06/30/25	1.50	.00	102.52	102.52	.00
349.739	Lazard Cl List Infrastr Inst 52106N459	06/20/25	06/23/25	0.50	.00	37.48	37.48	.00
410.365	Nyli Cbre Global Infrastructure 56064L280	06/30/25	06/30/25	0.31	.00	52.54	52.54	.00
4,554.000	Schwab U S Large Cap Etf 808524201	06/25/25	06/30/25	0.29	.00	328.34	328.34	.00
Total Mutual Funds-Equity					**.00**	**520.88**	**520.88**	**.00**
Mutual Funds-Fixed Income								
6,185.388	Baird Aggregate Bond Fd Instl 057071854	06/24/25	06/25/25	0.40	.00	203.58	203.58	.00
2,807.936	Dodge Cox Income 256210105	06/25/25	06/26/25	0.53	.00	383.29	383.29	.00
542.000	Ishares Core U.S. Aggregate Bond Etf 464287226	06/02/25	06/05/25	3.78	.00	175.05	175.05	.00
2,057.469	Nyli MacKay High Yield Corp Bd Fd R6 56063N881	06/30/25	06/30/25	0.33	.00	56.49	56.49	.00
3,401.127	Pgim Total Return Bond Cl R6 74440B884	12/22/22	06/30/25	0.57	.00	163.82	163.82	.00

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PARS/CITY OF BREA 115P OPEB
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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
2,301.223	Voya Intermediate Bond Fund Class R6 92913L569	06/30/25	06/30/25	0.42	.00	76.64	76.64	.00
Total Mutual Funds-Fixed Income					**.00**	**1,058.87**	**1,058.87**	**.00**
Grand Total					**40.53**	**1,617.94**	**1,620.28**	**38.19**

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INVESTMENT ACTIVITY

DATE	DESCRIPTION	CASH
Interest		
First Am Govt Ob Fd Cl X 31846V336		
06/02/2025	Interest From 5/1/25 To 5/31/25	40.53
Total Interest		**40.53**
Dividends		
Baird Aggregate Bond Fd Instl 057071854		
06/24/2025	0.033025 USD/Share On 6,164.636 Shares Due 6/25/25 Dividend Payable 06/25/25	203.58
Cohen & Steers Instl Realty Shares 19247U106		
06/30/2025	0.465 USD/Share On 220.477 Shares Due 6/30/25 Dividend Payable 06/30/25	102.52
Dodge Cox Income 256210105		
06/25/2025	0.138 USD/Share On 2,777.468 Shares Due 6/26/25 Dividend Payable 06/26/25	383.29
Ishares Core U.S. Aggregate Bond Etf 464287226		
06/05/2025	0.322969 USD/Share On 542 Shares Due 6/5/25	175.05
Lazard Cl List Infrastr Inst 52106N459		
06/20/2025	0.10783 USD/Share On 347.624 Shares Due 6/23/25 Dividend Payable 06/23/25	37.48
Nyli Cbre Global Infrastructure 56064L280		

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INVESTMENT ACTIVITY (continued)

DATE	DESCRIPTION	CASH
06/30/2025	0.1292 USD/Share On 406.683 Shares Due 6/30/25 Dividend Payable 06/30/25	52.54
Nyli MacKay High Yield Corp Bd Fd R6 56063N881		
06/30/2025	0.0276 USD/Share On 2,046.626 Shares Due 6/30/25 Dividend Payable 06/30/25	56.49
Pgim Total Return Bond Cl R6 74440B884		
06/30/2025	Dividend From 6/1/25 To 6/30/25	163.82
Schwab U S Large Cap Etf 808524201		
06/30/2025	Schwab U S Large Cap Etf 0.0721 USD/Share On 4,554 Shares Due 6/30/25	328.34
Voya Intermediate Bond Fund Class R6 92913L569		
06/30/2025	Dividend From 6/1/25 To 6/30/25	76.64
Total Dividends		**1,579.75**

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PLAN EXPENSES

DATE	DESCRIPTION	CASH
Administrative Expenses		
Contract Administrator Fees		
Administrative Fee		
06/26/2025	Paid To Phase II Systems Pars Trust Admin Fee Per Directive Dated 06/24/25	- 63.97
Total Administrative Fee		**- 63.97**
Total Contract Administrator Fees		**- 63.97**
Total Administrative Expenses		**- 63.97**
Trust Fees		
Trust Fees		
06/26/2025	Collected Charged For Period 05/01/2025 Thru 05/31/2025	- 72.06
Total Trust Fees		**- 72.06**
Total Trust Fees		**- 72.06**
Total Plan Expenses		**- 136.03**

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PARS/CITY OF BREA 115P OPEB
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PURCHASES

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
Cash And Equivalents					
06/03/2025	Purchased 40.53 Units Of First Am Govt Ob Fd Cl X Trade Date 6/3/25 31846V336	40.530	.00	- 40.53	40.53
06/05/2025	Purchased 175.05 Units Of First Am Govt Ob Fd Cl X Trade Date 6/5/25 31846V336	175.050	.00	- 175.05	175.05
06/30/2025	Purchased 328.34 Units Of First Am Govt Ob Fd Cl X Trade Date 6/30/25 31846V336	328.340	.00	- 328.34	328.34
Total First Am Govt Ob Fd Cl X		**543.920**	**.00**	**- 543.92**	**543.92**
Total Cash And Equivalents		**543.920**	**.00**	**- 543.92**	**543.92**
Mutual Funds-Equity					
06/30/2025	Purchased 2.081 Shares Cohen & Steers Instl Realty Shares @ 49.27 USD Through Reinvestment Of Cash Dividend Due 6/30/25 19247U106	2.081	.00	- 102.52	102.52
Total Cohen & Steers Instl Realty Shares		**2.081**	**.00**	**- 102.52**	**102.52**
06/20/2025	Purchased 2.115 Shares Lazard Cl List Infrastr Inst @ 17.72 USD Through Reinvestment Of Cash Dividend Due 6/23/25 52106N459	2.115	.00	- 37.48	37.48

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PURCHASES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
Total Lazard Cl List Infrastr Inst		**2.115**	**.00**	**- 37.48**	**37.48**
06/30/2025	Purchased 3.682 Shares Nyli Cbre Global Infrastructure @ 14.27 USD Through Reinvestment Of Cash Dividend Due 6/30/25 56064L280	3.682	.00	- 52.54	52.54
Total Nyli Cbre Global Infrastructure		**3.682**	**.00**	**- 52.54**	**52.54**
Total Mutual Funds-Equity		**7.878**	**.00**	**- 192.54**	**192.54**
Mutual Funds-Fixed Income					
06/24/2025	Purchased 20.752 Shares Baird Aggregate Bond Fd Instl @ 9.81 USD Through Reinvestment Of Cash Dividend Due 6/25/25 057071854	20.752	.00	- 203.58	203.58
Total Baird Aggregate Bond Fd Instl		**20.752**	**.00**	**- 203.58**	**203.58**
06/25/2025	Purchased 30.468 Shares Dodge Cox Income @ 12.58 USD Through Reinvestment Of Cash Dividend Due 6/26/25 256210105	30.468	.00	- 383.29	383.29
Total Dodge Cox Income		**30.468**	**.00**	**- 383.29**	**383.29**
06/30/2025	Purchased 10.843 Shares Nyli MacKay High Yield Corp Bd Fd R6 @ 5.21 USD Through Reinvestment Of Cash Dividend Due 6/30/25 56063N881	10.843	.00	- 56.49	56.49
Total Nyli MacKay High Yield Corp Bd Fd R6		**10.843**	**.00**	**- 56.49**	**56.49**

00242701
30- -01-B -62 -185-01
0101 -11-02877-01

PARS/CITY OF BREA 115P OPEB
ACCOUNT 6746050801

PURCHASES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
06/30/2025	Purchased 13.606 Shares Pgim Total Return Bond Cl R6 @ 12.04 USD Through Reinvestment Of Cash Dividend Due 6/30/25 74440B884	13.606	.00	- 163.82	163.82
Total Pgim Total Return Bond Cl R6		**13.606**	**.00**	**- 163.82**	**163.82**
06/30/2025	Purchased 8.719 Shares Voya Intermediate Bond Fund Class R6 @ 8.79 USD Through Reinvestment Of Cash Dividend Due 6/30/25 92913L569	8.719	.00	- 76.64	76.64
Total Voya Intermediate Bond Fund Class R6		**8.719**	**.00**	**- 76.64**	**76.64**
Total Mutual Funds-Fixed Income		**84.388**	**.00**	**- 883.82**	**883.82**
Total Purchases		**636.186**	**.00**	**- 1,620.28**	**1,620.28**

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0101 -11-02877-01

SALES AND MATURITIES

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	TRANSACTION PROCEEDS	BOOK VALUE	REALIZED GAIN/LOSS
Cash And Equivalents						
06/26/2025	Sold 72.06 Units Of First Am Govt Ob Fd Cl X Trade Date 6/26/25 31846V336	- 72.060	.00	72.06	- 72.06	.00
06/26/2025	Sold 63.97 Units Of First Am Govt Ob Fd Cl X Trade Date 6/26/25 31846V336	- 63.970	.00	63.97	- 63.97	.00
Total First Am Govt Ob Fd Cl X		**- 136.030**	**.00**	**136.03**	**- 136.03**	**.00**
Total Cash And Equivalents		**- 136.030**	**.00**	**136.03**	**- 136.03**	**.00**
Total Sales And Maturities		**- 136.030**	**.00**	**136.03**	**- 136.03**	**.00**

SALES AND MATURITIES MESSAGES

Realized gain/loss should not be used for tax purposes.

CHANDLER ASSET MANAGEMENT

MONTHLY ACCOUNT STATEMENT

Brea CFD 2008 2 17 Reserve Fund | Account #10600 | As of June 30, 2025

CHANDLER ASSET MANAGEMENT | chandlerasset.com

Chandler Team:

For questions about your account, please call (800) 317-4747,
or contact clientservice@chandlerasset.com

Custodian:

Bank of New York Mellon Trust Company

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 at the end of the statement.

PORTFOLIO SUMMARY

Brea CFD 2008 2 17 Reserve Fund | Account #10600 | As of June 30, 2025

Portfolio Characteristics

Average Modified Duration	1.52
Average Coupon	2.12%
Average Purchase YTM	3.12%
Average Market YTM	3.97%
Average Credit Quality*	AA+
Average Final Maturity	1.60
Average Life	1.54

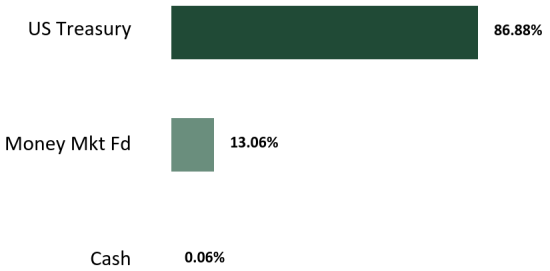
Account Summary

	End Values as of 05/31/2025	End Values as of 06/30/2025
Market Value	674,741.76	678,678.76
Accrued Interest	1,525.94	1,404.13
Total Market Value	**676,267.71**	**680,082.89**
Income Earned	1,793.09	1,615.14
Cont/WD	0.00	0.00
Par	692,757.65	694,036.87
Book Value	677,215.13	679,062.87
Cost Value	662,807.46	666,428.09

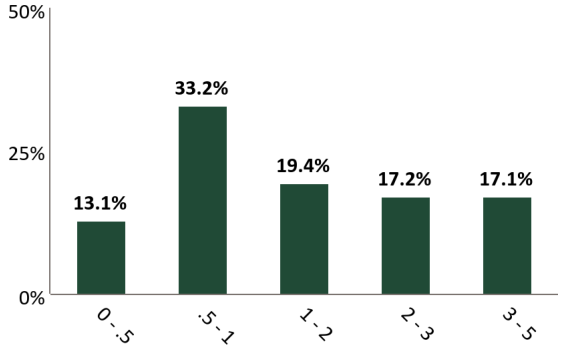
Top Issuers

Government of The United States	86.88%
Money Market Fund	13.06%

Sector Allocation



Maturity Distribution



Credit Quality (S&P)



Performance Review

Total Rate of Return**	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	Since Inception (07/01/18)
Brea CFD 2008 2 17 Reserve	0.56%	1.21%	2.90%	5.82%	5.20%	3.70%	1.59%	--	2.52%
Benchmark Return	0.96%	1.65%	4.31%	6.66%	5.11%	2.91%	0.17%	--	1.99%

*The average credit quality is a weighted average calculation of the highest of S&P, Moody's and Fitch.
**Periods over 1 year are annualized.
Benchmark: ICE BofA 3-5 Year Unsubordinated US Treasury & Agency Index Secondary Benchmark:

STATEMENT OF COMPLIANCE

Brea CFD 2008 2 17 Reserve Fund | Account #10600 | As of June 30, 2025

Rules Name	Limit	Actual	Compliance Status	Notes
MONEY MARKET FUND				
Max % (MV)	20.0	13.1	Compliant	
Max % Issuer (MV)	20.0	13.1	Compliant	
Min Rating (AAA by 2)	0.0	0.0	Compliant	
U.S. TREASURIES				
Max % (MV)	100.0	86.9	Compliant	
Max Maturity (Years)	5.0	3.9	Compliant	

RECONCILIATION SUMMARY

Brea CFD 2008 2 17 Reserve Fund | Account #10600 | As of June 30, 2025

Maturities / Calls

Month to Date	**(60,000.00)**
Fiscal Year to Date	**(100,000.00)**

Principal Paydowns

Month to Date	**0.00**
Fiscal Year to Date	**0.00**

Purchases

Month to Date	**60,952.80**
Fiscal Year to Date	**114,069.41**

Sales

Month to Date	**0.00**
Fiscal Year to Date	**(35,250.47)**

Interest Received

Month to Date	**1,168.43**
Fiscal Year to Date	**14,285.04**

Purchased / Sold Interest

Month to Date	**0.00**
Fiscal Year to Date	**0.00**

Accrual Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2024)
Beginning Book Value	677,215.13	692,611.76
Maturities/Calls	(60,000.00)	(100,000.00)
Principal Paydowns	0.00	0.00
Purchases	60,952.80	114,069.41
Sales	0.00	(35,250.47)
Change in Cash, Payables, Receivables	326.42	161.24
Amortization/Accretion	568.53	7,470.93
Realized Gain (Loss)	0.00	0.00
Ending Book Value	679,062.87	679,062.87

Fair Market Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2024)
Beginning Market Value	674,741.76	675,077.78
Maturities/Calls	(60,000.00)	(100,000.00)
Principal Paydowns	0.00	0.00
Purchases	60,952.80	114,069.41
Sales	0.00	(35,250.47)
Change in Cash, Payables, Receivables	326.42	161.24
Amortization/Accretion	568.53	7,470.93
Change in Net Unrealized Gain (Loss)	2,089.26	17,149.87
Realized Gain (Loss)	0.00	0.00
Ending Market Value	678,678.76	678,678.76

HOLDINGS REPORT

Brea CFD 2008 2 17 Reserve Fund | Account #10600 | As of June 30, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
CASH									
CCYUSD	Cash	215.63	--	215.63	1.00	215.63	0.03%	Aaa/AAA	0.00
			0.00%	215.63	0.00%	0.00	0.00	AAA	0.00
CCYUSD	Receivable	201.09	--	201.09	1.00	201.09	0.03%	Aaa/AAA	0.00
				201.09	0.00%	0.00	0.00	AAA	0.00
				416.72	**1.00**	**416.72**	**0.06%**		**0.00**
Total Cash		**416.72**	**0.00%**	**416.72**	**0.00%**	**0.00**	**0.00**		**0.00**
MONEY MARKET FUND									
X9USDINVE	INVESCO TREASURY INST	88,620.15	--	88,620.15	1.00	88,620.15	13.06%	Aaa/ AAAm	0.00
			4.24%	88,620.15	4.24%	0.00	0.00	AAA	0.00
Total Money Market Fund		**88,620.15**	**4.24%**	**88,620.15**	**1.00**	**88,620.15**	**13.06%**		**0.00**
				88,620.15	**4.24%**	**0.00**	**0.00**		**0.00**
US TREASURY									
91282CBC4	UNITED STATES TREASURY 0.375 12/31/2025	115,000.00	12/30/2020	114,986.52	98.11	112,821.29	16.62%	Aa1/AA+	0.50
			0.38%	114,998.65	4.27%	1.17	(2,177.36)	AA+	0.49
91282CBH3	UNITED STATES TREASURY 0.375 01/31/2026	60,000.00	01/19/2022	57,309.38	97.80	58,678.71	8.65%	Aa1/AA+	0.59
			1.52%	59,608.84	4.24%	93.85	(930.13)	AA+	0.57
912828R36	UNITED STATES TREASURY 1.625 05/15/2026	55,000.00	01/19/2022	55,154.69	97.92	53,858.11	7.94%	Aa1/AA+	0.87
			1.56%	55,031.21	4.07%	114.15	(1,173.11)	AA+	0.85
912828U24	UNITED STATES TREASURY 2.0 11/15/2026	60,000.00	07/05/2023	55,328.91	97.50	58,502.34	8.62%	Aa1/AA+	1.38
			4.52%	58,090.48	3.88%	153.26	411.86	AA+	1.33
912828X88	UNITED STATES TREASURY 2.375 05/15/2027	75,000.00	06/28/2022	71,906.25	97.53	73,145.51	10.78%	Aa1/AA+	1.87
			3.28%	73,813.57	3.75%	227.50	(668.06)	AA+	1.80
9128283F5	UNITED STATES TREASURY 2.25 11/15/2027	60,000.00	07/05/2023	55,035.94	96.70	58,019.53	8.55%	Aa1/AA+	2.38
			4.35%	57,298.28	3.72%	172.42	721.25	AA+	2.27
9128284N7	UNITED STATES TREASURY 2.875 05/15/2028	60,000.00	07/05/2023	56,332.03	97.77	58,661.72	8.64%	Aa1/AA+	2.88
			4.28%	57,832.28	3.70%	220.31	829.44	AA+	2.72
9128285M8	UNITED STATES TREASURY 3.125 11/15/2028	60,000.00	05/17/2024	56,793.75	98.13	58,879.69	8.68%	Aa1/AA+	3.38
			4.45%	57,589.45	3.72%	239.47	1,290.24	AA+	3.15
9128286T2	UNITED STATES TREASURY 2.375 05/15/2029	60,000.00	05/17/2024	54,543.75	95.13	57,075.00	8.41%	Aa1/AA+	3.87
			4.43%	55,763.24	3.74%	182.00	1,311.76	AA+	3.64

HOLDINGS REPORT

Brea CFD 2008 2 17 Reserve Fund | Account #10600 | As of June 30, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
				577,391.22	97.47	589,641.89	86.88%		1.84
Total US Treasury		**605,000.00**	**2.95%**	**590,026.00**	**3.93%**	**1,404.13**	**(384.11)**		**1.74**
				666,428.09	84.81	678,678.76	100.00%		1.60
Total Portfolio		**694,036.87**	**3.12%**	**679,062.87**	**3.97%**	**1,404.13**	**(384.11)**		**1.52**
Total Market Value + Accrued						**680,082.89**			

TRANSACTION LEDGER

Brea CFD 2008 2 17 Reserve Fund | Account #10600 | As of June 30, 2025

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	06/04/2025	X9USDINVE	90.30	INVESCO TREASURY INST	1.000	4.21%	(90.30)	0.00	(90.30)	0.00
Purchase	06/16/2025	X9USDINVE	60,000.00	INVESCO TREASURY INST	1.000	4.20%	(60,000.00)	0.00	(60,000.00)	0.00
Purchase	06/17/2025	X9USDINVE	862.50	INVESCO TREASURY INST	1.000	4.21%	(862.50)	0.00	(862.50)	0.00
Total Purchase			**60,952.80**				**(60,952.80)**	**0.00**	**(60,952.80)**	**0.00**
TOTAL ACQUISITIONS			**60,952.80**				**(60,952.80)**	**0.00**	**(60,952.80)**	**0.00**
DISPOSITIONS										
Maturity	06/15/2025	91282CEU1	(60,000.00)	UNITED STATES TREASURY 2.875 06/15/2025	100.000	5.01%	60,000.00	0.00	60,000.00	0.00
Total Maturity			**(60,000.00)**				**60,000.00**	**0.00**	**60,000.00**	**0.00**
TOTAL DISPOSITIONS			**(60,000.00)**				**60,000.00**	**0.00**	**60,000.00**	**0.00**
OTHER TRANSACTIONS										
Coupon	06/15/2025	91282CEU1	0.00	UNITED STATES TREASURY 2.875 06/15/2025		5.01%	862.50	0.00	862.50	0.00
Coupon	06/30/2025	91282CBC4	0.00	UNITED STATES TREASURY 0.375 12/31/2025		0.38%	215.63	0.00	215.63	0.00
Total Coupon			**0.00**				**1,078.13**	**0.00**	**1,078.13**	**0.00**
TOTAL OTHER TRANSACTIONS			**0.00**				**1,078.13**	**0.00**	**1,078.13**	**0.00**

INCOME EARNED

Brea CFD 2008 2 17 Reserve Fund | Account #10600 | As of June 30, 2025

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 & EQUIVALENTS						
CCYUSD	Cash	215.63	0.00 0.00 0.00 215.63	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
CCYUSD	Receivable	201.09	90.30 0.00 0.00 201.09	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
X9USDINVE	INVESCO TREASURY INST	88,620.15	27,667.35 60,952.80 0.00 88,620.15	0.00 90.30 0.00 90.30	0.00 0.00 0.00 90.30	90.30
Total Cash & Equivalents		**89,036.87**	**27,757.65** **60,952.80** **0.00** **89,036.87**	**0.00** **90.30** **0.00** **90.30**	**0.00** **0.00** **0.00** **90.30**	**90.30**
FIXED INCOME						
9128283F5	UNITED STATES TREASURY 2.25 11/15/2027	07/05/2023 07/06/2023 60,000.00	57,204.79 0.00 0.00 57,298.28	62.36 0.00 172.42 110.05	93.49 0.00 93.49 203.54	203.54
9128284N7	UNITED STATES TREASURY 2.875 05/15/2028	07/05/2023 07/06/2023 60,000.00	57,770.29 0.00 0.00 57,832.28	79.69 0.00 220.31 140.63	61.99 0.00 61.99 202.62	202.62
9128285M8	UNITED STATES TREASURY 3.125 11/15/2028	05/17/2024 05/20/2024 60,000.00	57,530.80 0.00 0.00 57,589.45	86.62 0.00 239.47 152.85	58.65 0.00 58.65 211.50	211.50
9128286T2	UNITED STATES TREASURY 2.375 05/15/2029	05/17/2024 05/20/2024 60,000.00	55,673.35 0.00 0.00 55,763.24	65.83 0.00 182.00 116.17	89.89 0.00 89.89 206.06	206.06

INCOME EARNED

Brea CFD 2008 2 17 Reserve Fund | Account #10600 | As of June 30, 2025

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
912828R36	UNITED STATES TREASURY 1.625 05/15/2026	01/19/2022 01/20/2022 55,000.00	55,034.16 0.00 0.00 55,031.21	41.29 0.00 114.15 72.86	0.00 (2.94) (2.94) 69.92	69.92
912828U24	UNITED STATES TREASURY 2.0 11/15/2026	07/05/2023 07/06/2023 60,000.00	57,976.37 0.00 0.00 58,090.48	55.43 0.00 153.26 97.83	114.11 0.00 114.11 211.94	211.94
912828X88	UNITED STATES TREASURY 2.375 05/15/2027	06/28/2022 06/29/2022 75,000.00	73,761.46 0.00 0.00 73,813.57	82.29 0.00 227.50 145.21	52.11 0.00 52.11 197.32	197.32
91282CBC4	UNITED STATES TREASURY 0.375 12/31/2025	12/30/2020 12/31/2020 115,000.00	114,998.43 0.00 0.00 114,998.65	181.08 215.63 1.17 35.72	0.22 0.00 0.22 35.95	35.95
91282CBH3	UNITED STATES TREASURY 0.375 01/31/2026	01/19/2022 01/20/2022 60,000.00	59,554.00 0.00 0.00 59,608.84	75.21 0.00 93.85 18.65	54.84 0.00 54.84 73.48	73.48
91282CEU1	UNITED STATES TREASURY 2.875 06/15/2025	07/05/2023 07/06/2023 0.00	59,953.83 0.00 (60,000.00) 0.00	796.15 862.50 0.00 66.35	46.17 0.00 46.17 112.51	112.51
Total Fixed Income		**605,000.00**	**649,457.48** **0.00** **(60,000.00)** **590,026.00**	**1,525.94** **1,078.13** **1,404.13** **956.32**	**571.47** **(2.94)** **568.53** **1,524.84**	**1,524.84**
TOTAL PORTFOLIO		**694,036.87**	**677,215.13** **60,952.80** **(60,000.00)** **679,062.87**	**1,525.94** **1,168.43** **1,404.13** **1,046.62**	**571.47** **(2.94)** **568.53** **1,615.14**	**1,615.14**

CASH FLOW REPORT

Brea CFD 2008 2 17 Reserve Fund | Account #10600 | As of June 30, 2025

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
JUNE 2025							
06/30/2025	Coupon	91282CBC4	0.00	UNITED STATES TREASURY 0.375 12/31/2025		215.63	215.63
June 2025 Total						**215.63**	**215.63**
JULY 2025							
07/01/2025	Dividend	X9USDINVE	88,620.15	INVESCO TREASURY INST	201.09		201.09
07/31/2025	Coupon	91282CBH3	60,000.00	UNITED STATES TREASURY 0.375 01/31/2026		112.50	112.50
July 2025 Total					**201.09**	**112.50**	**313.59**
NOVEMBER 2025							
11/17/2025	Coupon	9128283F5	60,000.00	UNITED STATES TREASURY 2.25 11/15/2027		675.00	675.00
11/17/2025	Coupon	9128284N7	60,000.00	UNITED STATES TREASURY 2.875 05/15/2028		862.50	862.50
11/17/2025	Coupon	9128285M8	60,000.00	UNITED STATES TREASURY 3.125 11/15/2028		937.50	937.50
11/17/2025	Coupon	9128286T2	60,000.00	UNITED STATES TREASURY 2.375 05/15/2029		712.50	712.50
11/17/2025	Coupon	912828R36	55,000.00	UNITED STATES TREASURY 1.625 05/15/2026		446.88	446.88
11/17/2025	Coupon	912828U24	60,000.00	UNITED STATES TREASURY 2.0 11/15/2026		600.00	600.00
11/17/2025	Coupon	912828X88	75,000.00	UNITED STATES TREASURY 2.375 05/15/2027		890.63	890.63
November 2025 Total						**5,125.00**	**5,125.00**
DECEMBER 2025							
12/31/2025	Coupon	91282CBC4	115,000.00	UNITED STATES TREASURY 0.375 12/31/2025		215.63	215.63
12/31/2025	Final Maturity	91282CBC4	115,000.00	UNITED STATES TREASURY 0.375 12/31/2025	115,000.00		115,000.00
December 2025 Total					**115,000.00**	**215.63**	**115,215.63**
FEBRUARY 2026							
02/02/2026	Coupon	91282CBH3	60,000.00	UNITED STATES TREASURY 0.375 01/31/2026		112.50	112.50
02/02/2026	Final Maturity	91282CBH3	60,000.00	UNITED STATES TREASURY 0.375 01/31/2026	60,000.00		60,000.00
February 2026 Total					**60,000.00**	**112.50**	**60,112.50**
MAY 2026							
05/15/2026	Coupon	9128283F5	60,000.00	UNITED STATES TREASURY 2.25 11/15/2027		675.00	675.00
05/15/2026	Coupon	9128284N7	60,000.00	UNITED STATES TREASURY 2.875 05/15/2028		862.50	862.50
05/15/2026	Coupon	9128285M8	60,000.00	UNITED STATES TREASURY 3.125 11/15/2028		937.50	937.50
05/15/2026	Coupon	9128286T2	60,000.00	UNITED STATES TREASURY 2.375 05/15/2029		712.50	712.50

CASH FLOW REPORT

Brea CFD 2008 2 17 Reserve Fund | Account #10600 | As of June 30, 2025

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/15/2026	Coupon	912828R36	55,000.00	UNITED STATES TREASURY 1.625 05/15/2026		446.88	446.88
05/15/2026	Final Maturity	912828R36	55,000.00	UNITED STATES TREASURY 1.625 05/15/2026	55,000.00		55,000.00
05/15/2026	Coupon	912828U24	60,000.00	UNITED STATES TREASURY 2.0 11/15/2026		600.00	600.00
05/15/2026	Coupon	912828X88	75,000.00	UNITED STATES TREASURY 2.375 05/15/2027		890.63	890.63
May 2026 Total					**55,000.00**	**5,125.00**	**60,125.00**
Grand Total			**1,413,620.15**		**230,201.09**	**10,906.26**	**241,107.35**

IMPORTANT DISCLOSURES

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 high rating by S&P, Moody's and Fitch respectively.

BENCHMARK INDEX & DISCLOSURES

Brea CFD 2008 2 17 Reserve Fund | Account #10600 | As of June 30, 2025

Benchmark	Disclosure
ICE BofA 3-5 Yr US Treasury & Agency Index	The ICE BofA 3-5 Year US Treasury & Agency Index tracks the performance of US dollar denominated US Treasury and nonsubordinated US agency debt issued in the US domestic market. Qualifying securities must have an investment grade rating (based on an average of Moody's, S&P and Fitch). Qualifying securities must have at least three years remaining term to final maturity and less than five years remaining term to final maturity, at least three years to maturity at time of issuance, a fixed coupon schedule, and a minimum amount outstanding of $1 billion for sovereigns and $250 million for agencies.

CITY of BREA

City Council Regular Meeting
Communication
July 15, 2025
Item No. 4J.

June Outgoing Payment Log and City Disbursement Registers for June 13, 2025 , June 20, 2025, June 27, 2025, and July 3, 2025

TO	PREPARED BY
Honorable Mayor and City Council Members	Faith Madrazo, Financial Services Manager, Revenue
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Monica Lo, Administrative Services Director	Kristin Griffith, City Manager

RECOMMENDATION

Staff Recommends that the City Council take the following action.

1. Receive and file the June Outgoing Payment Log and City Disbursement Registers.

Attachments

City Outgoing Payment Log-June 25.pdf
City Disbursement Register 06.13.25.pdf
City Disbursement Register 06.20.25.pdf
City Disbursement Register 06.27.25.pdf
City Disbursement Register 07.3.25.pdf

City of Brea
Outgoing Payment Log
JUNE 2025

Effective Date	Vendor	Description		Amount
General Account Electronic Payments				
6/2/2025	CALPERS	Member retirement	$	309,741.78
6/3/2025	Citizens Business Bank	FIN, PD, Ambulance credit card processing fees		639.67
6/3/2025	Golfnow	Golf credit card processing fees		12,039.57
6/5/2025	CALPERS	Medical payment		426,694.62
6/6/2025	ADP	ILJAOC Payroll service fee		147.12
6/10/2025	Tsys-Transfirst	Golf credit card processing fees		307.18
6/12/2025	EDD	Payroll State taxes		64,647.13
6/13/2025	Brea Payroll	Brea staff payroll		1,090,877.29
6/13/2025	Brea Payroll	Employee deductions		95,364.66
6/13/2025	CA SDU	Child support payments		669.69
6/13/2025	IRS	Payroll Federal taxes		213,685.83
6/16/2025	CALPERS	Member retirement		305,321.11
6/18/2025	Paymentus	Monthly service fee		10,054.15
6/20/2025	ICMA	Retiree medical benefit		39,934.16
6/23/2025	CA Dept of Tax	Sales tax		1,220.83
6/23/2025	Citizens Business Bank	Monthly banking service fee		3,083.34
6/23/2025	Telecheck	Telecheck processing fees		588.36
6/27/2025	Brea Payroll	Brea staff payroll		1,110,063.15
6/27/2025	Brea Payroll	Employee deductions		97,485.22
6/27/2025	CA SDU	Child support payments		669.69
6/27/2025	ILJAOC Payroll	ILJAOC staff salary & payroll taxes		18,611.85
6/27/2025	IRS	Payroll Federal taxes		218,304.13
6/27/2025	EDD	Payroll State taxes		65,699.98
6/30/2025	CALPERS	Member retirement		307,568.24
		Subtotal	$	4,393,418.75
Imprest Accounts				
	Various	Workers Compensation Claims	$	84,706.45
	Various	General Liability Claims		3,473.25
		Subtotal	$	88,179.70
		Total	**$**	**4,481,598.45**

City Disbursement Register

Between Jun 9, 2025 12:00 AM and Jun 13, 2025 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
198219	AGILE OCCUPATIONAL MEDICINE PC	06/13/2025	32405	110141481	HR MED SVCS MAY25	$862.00
			AGILE OCCUPATIONAL MEDICINE PC		**Total Check Amount:**	**$862.00**
198220	JOHN ALINO	06/13/2025	33022	420	WATER ACCT REFUND	$74.62
			JOHN ALINO		**Total Check Amount:**	**$74.62**
198221	AMERICAN LEGAL PUBLISHING CORP	06/13/2025	3794	110111161	MAY 2025 S-28 EDITING	$1,194.03
			AMERICAN LEGAL PUBLISHING CORP		**Total Check Amount:**	**$1,194.03**
198222	ANAHEIM FULLERTON TOWING CO.	06/13/2025	1691	480515161	VEHICLE TOW #23012	$450.00
			ANAHEIM FULLERTON TOWING CO.		**Total Check Amount:**	**$450.00**
198223	AQUATIC TECHNOLOGIES	06/13/2025	22281	830	B20-119 AVALON BAY	$250.00
			AQUATIC TECHNOLOGIES		**Total Check Amount:**	**$250.00**
198224	AT&T CALNET	06/13/2025	20391	360515145	CALNET MAY 2025	$61.61
		06/13/2025	20391	420515131	CALNET MAY 2025	$286.88
		06/13/2025	20391	475141471	CALNET MAY 2025	$10,500.46
		06/13/2025	20391	360515147	CALNET MAY 2025	$32.83
			AT&T CALNET		**Total Check Amount:**	**$10,881.78**
198225	SARA AUTRY	06/13/2025	33515	420	WATER ACCT REFUND	$28.84
			SARA AUTRY		**Total Check Amount:**	**$28.84**
198226	BAKER TILLY US, LLP	06/13/2025	32102	231212141	POLICE SUPPORT SVCS	$3,159.00
			BAKER TILLY US, LLP		**Total Check Amount:**	**$3,159.00**
198227	JIM BENSON	06/13/2025	33523	420	WATER ACCT REFUND	$20.55
			JIM BENSON		**Total Check Amount:**	**$20.55**
198228	BLUE FOUNTAIN POOLS	06/13/2025	19463	830	B19-1174 O'BRIEN	$250.00
		06/13/2025	19463	830	BLD-2022-00673 REFUND	$250.00
			BLUE FOUNTAIN POOLS		**Total Check Amount:**	**$500.00**
198229	BREA EXPRESS CAR WASH	06/13/2025	32008	480515161	CARWASH MAY 2025	$720.00
			BREA EXPRESS CAR WASH		**Total Check Amount:**	**$720.00**
198230	BUSINESS CARD	06/13/2025	18749	110404311	BSCARD 052325 CS II	$3,300.00
		06/13/2025	18749	110141481	BSCARD 052325 HR	$208.16
		06/13/2025	18749	110222223	BSCARD 052325 FIRE	$66.95
		06/13/2025	18749	110404428	BSCARD 052325 CS	$4,366.80
		06/13/2025	18749	950000000	ILJAOC BSCARD 0523 MJ	$28.98
			BUSINESS CARD		**Total Check Amount:**	**$7,970.89**
198231	CINTAS	06/13/2025	24347	490515151	FIRE EXT SVC-CCC/BCC	$2,199.90
			CINTAS		**Total Check Amount:**	**$2,199.90**
198232	COMMERCIAL AQUATIC SERVICES, INC.	06/13/2025	25513	110404422	BULK CHEMS	$1,119.29
		06/13/2025	25513	110404421	BULK CHEMS	$1,210.51
			COMMERCIAL AQUATIC SERVICES, INC.		**Total Check Amount:**	**$2,329.80**
198233	COUNTY OF ORANGE	06/13/2025	4799	172212133	RADIO PROG BR1 MAR25	$320.94

City Disbursement Register

Between Jun 9, 2025 12:00 AM and Jun 13, 2025 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
			COUNTY OF ORANGE		**Total Check Amount:**	**$320.94**
198234	COUNTY OF ORANGE	06/13/2025	4799	110212122	OCATS FEES MAY 2025	$1,104.51
			COUNTY OF ORANGE		**Total Check Amount:**	**$1,104.51**
198235	CPR IT WORKS, LLC	06/13/2025	27778	110222213	CPR TRAINING 05/31/25	$387.00
		06/13/2025	27778	110404311	CPR TRAINING 5/06/25	$1,719.00
		06/13/2025	27778	110404311	CPR TRAINING 5/6/25	$859.00
			CPR IT WORKS, LLC		**Total Check Amount:**	**$2,965.00**
198236	CPRS DISTRICT 10	06/13/2025	12458	110404541	25 SPRNG BRCHRE EXCHG	$10.00
			CPRS DISTRICT 10		**Total Check Amount:**	**$10.00**
198237	CRASH CHAMPIONS-BREA	06/13/2025	31635	480515161	BODY REPAIR	$2,545.96
			CRASH CHAMPIONS-BREA		**Total Check Amount:**	**$2,545.96**
198238	CREATIVE BUS SALES, INC.	06/13/2025	32353	480515161	90 DAY INSPECTION	$616.43
		06/13/2025	32353	480515161	ELECTRICAL REPAIR	$2,019.06
			CREATIVE BUS SALES, INC.		**Total Check Amount:**	**$2,635.49**
198239	CYBERVISION ELECTRONICS INC	06/13/2025	29345	420	WATER ACCT REFUND	$58.16
			CYBERVISION ELECTRONICS INC		**Total Check Amount:**	**$58.16**
198240	D.S. CUSTOM LINENS, INC	06/13/2025	31417	110141441	GAS SURCHARGE	$13.00
			D.S. CUSTOM LINENS, INC		**Total Check Amount:**	**$13.00**
198241	STEVEN DABZADEH	06/13/2025	33519	420	WATER ACCT REFUND	$21.56
			STEVEN DABZADEH		**Total Check Amount:**	**$21.56**
198242	DANA DACIER	06/13/2025	33516	420	WATER ACCT REFUND	$68.02
			DANA DACIER		**Total Check Amount:**	**$68.02**
198243	DELTA T HVAC, INC.	06/13/2025	28265	490515151	HVAC REPAIRS	$3,100.00
			DELTA T HVAC, INC.		**Total Check Amount:**	**$3,100.00**
198244	DENNIS GRUBB & ASSOCIATES	06/13/2025	32461	84022223P	PLAN CHECK SVCS MAY25	$931.00
		06/13/2025	32461	110000000	PLAN CHECK SVCS MAY25	($56.00)
			DENNIS GRUBB & ASSOCIATES		**Total Check Amount:**	**$875.00**
198245	GREG DIAMOND	06/13/2025	33531	420	WATER ACCT REFUND	$50.00
			GREG DIAMOND		**Total Check Amount:**	**$50.00**
198246	SOUTHERN CALIFORNIA EDISON	06/13/2025	3343	343515112	ELECTRICITY MAY 2025	$3.18
		06/13/2025	3343	346515112	ELECTRICITY MAY 2025	$12.72
		06/13/2025	3343	110515121	ELECTRICITY MAY 2025	$24,474.95
		06/13/2025	3343	420515131	ELECTRICITY MAY 2025	$82,000.96
		06/13/2025	3343	430515123	ELECTRICITY MAY 2025	$23.88
		06/13/2025	3343	490515151	ELECTRICITY MAY 2025	$5,329.00
		06/13/2025	3343	110515143	ELECTRICITY MAY 2025	$1.71
		06/13/2025	3343	341515112	ELECTRICITY MAY 2025	$9.54
		06/13/2025	3343	345515112	ELECTRICITY MAY 2025	$6.36

City Disbursement Register

Between Jun 9, 2025 12:00 AM and Jun 13, 2025 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
			SOUTHERN CALIFORNIA EDISON		**Total Check Amount:**	**$111,862.30**
198247	EMERGENCY AMBULANCE SERVICE	06/13/2025	7757	174222225	BACKUP AMB SVCS MAY25	$6,500.00
			EMERGENCY AMBULANCE SERVICE		**Total Check Amount:**	**$6,500.00**
198248	JOSHUA D. ESTRADA-ROMERO	06/13/2025	33537	110	PMT-TCKT PAYOUT SALES	$3,155.00
			JOSHUA D. ESTRADA-ROMERO		**Total Check Amount:**	**$3,155.00**
198249	GMS ELEVATOR SERVICES, INC.	06/13/2025	29109	110515125	ELEVATOR SERVICE	$1,110.00
		06/13/2025	29109	110515125	ELEVATOR REPAIRS	$398.00
		06/13/2025	29109	490515151	ELEVATOR SERVICE	$1,345.00
			GMS ELEVATOR SERVICES, INC.		**Total Check Amount:**	**$2,853.00**
198250	GREEN HALO SYSTEMS INC.	06/13/2025	32941	440515122	HOSTNG&MNT 2025-2029	$11,664.00
			GREEN HALO SYSTEMS INC.		**Total Check Amount:**	**$11,664.00**
198251	HADRONEX INC.	06/13/2025	29478	430515123	25/26 SMRTCVR RENEWAL	$1,161.00
			HADRONEX INC.		**Total Check Amount:**	**$1,161.00**
198252	HART BROTHERS CONSTRUCTION	06/13/2025	29092	830	118 AVALON BAY	$250.00
		06/13/2025	29092	830	B20-117 AVALON BAY	$250.00
			HART BROTHERS CONSTRUCTION		**Total Check Amount:**	**$500.00**
198253	BROOKE HUGHES	06/13/2025	33520	420	WATER ACCT REFUND	$137.72
			BROOKE HUGHES		**Total Check Amount:**	**$137.72**
198254	HYDROPRO SOLUTIONS	06/13/2025	31845	420515131	METERS	$13,292.92
			HYDROPRO SOLUTIONS		**Total Check Amount:**	**$13,292.92**
198255	IMPERIAL CAR WASH	06/13/2025	30976	480515161	CARWASH MAY25	$84.95
			IMPERIAL CAR WASH		**Total Check Amount:**	**$84.95**
198256	INTELLI-TECH	06/13/2025	8774	475141471	HP MONITORS [10]	$2,808.40
			INTELLI-TECH		**Total Check Amount:**	**$2,808.40**
198257	JOHN ROBINSON CONSULTING, INC.	06/13/2025	33301	420515131	CONSULTING SVCS MAY25	$2,085.00
			JOHN ROBINSON CONSULTING, INC.		**Total Check Amount:**	**$2,085.00**
198258	AMRITPAL KAHLON	06/13/2025	33512	420	WATER ACCT REFUND	$73.33
			AMRITPAL KAHLON		**Total Check Amount:**	**$73.33**
198259	CHRIS KAMMINGA	06/13/2025	33535	420	WATER ACCT REFUND	$96.00
			CHRIS KAMMINGA		**Total Check Amount:**	**$96.00**
198260	SANGHEE KANG	06/13/2025	33530	420	WATER ACCT REFUND	$89.28
			SANGHEE KANG		**Total Check Amount:**	**$89.28**
198261	SAYUN KIM	06/13/2025	33489	420	WATER ACCT REFUND	$34.42
			SAYUN KIM		**Total Check Amount:**	**$34.42**
198262	BRIAN LEE	06/13/2025	26259	420	WATER ACCT REFUND	$29.04
			BRIAN LEE		**Total Check Amount:**	**$29.04**
198263	THOMAS LEE	06/13/2025	33526	420	WATER ACCT REFUND	$18.52
			THOMAS LEE		**Total Check Amount:**	**$18.52**

City Disbursement Register

Between Jun 9, 2025 12:00 AM and Jun 13, 2025 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
198264	KIMBERLY LEVA	06/13/2025	33518	420	WATER ACCT REFUND	$18.75
			KIMBERLY LEVA		**Total Check Amount:**	**$18.75**
198265	STEVEN LINHARES	06/13/2025	33514	420	WATER ACCT REFUND	$112.69
			STEVEN LINHARES		**Total Check Amount:**	**$112.69**
198266	LINSCOTT, LAW & GREENSPAN ENGINEERS	06/13/2025	29408	110515171	TFC ENGG SVCS APR25	$1,860.00
		06/13/2025	29408	840141412	TFC ENGG SVCS APR25	$14,957.75
		06/13/2025	29408	510707719	TFC ENGG SVCS MAR25	$1,295.00
		06/13/2025	29408	510707719	TFC ENGG SVCS APR25	$5,962.00
			LINSCOTT, LAW & GREENSPAN ENGINEERS		**Total Check Amount:**	**$24,074.75**
198267	LISA HALL & ASSOCIATES INC	06/13/2025	24913	110111161	TRANSLATION-3667 8/20	$155.00
		06/13/2025	24913	110111161	TRANSLATION-3668 8/20	$120.00
			LISA HALL & ASSOCIATES INC		**Total Check Amount:**	**$275.00**
198268	LUNA POOL CONSTRUCTION	06/13/2025	33539	830	B20-034 BOR	$250.00
			LUNA POOL CONSTRUCTION		**Total Check Amount:**	**$250.00**
198269	MISSIONSQUARE RETIREMENT	06/13/2025	32141	150141482	RHS ACCTFEE JAN-MAR25	$1,562.50
		06/13/2025	32141	150141482	RHS ACCTFEE OCT-DEC24	$1,506.25
			MISSIONSQUARE RETIREMENT		**Total Check Amount:**	**$3,068.75**
198270	WILLIAM MYERS	06/13/2025	33513	420	WATER ACCT REFUND	$103.92
			WILLIAM MYERS		**Total Check Amount:**	**$103.92**
198271	NATIONAL TRAINING CONCEPTS, INC.	06/13/2025	20016	110212134	ACTVE SHTR RESP JUN25	$1,650.00
			NATIONAL TRAINING CONCEPTS, INC.		**Total Check Amount:**	**$1,650.00**
198272	NORTH NET FIRE TRAINING CENTER	06/13/2025	1696	110222221	TRAINING	$5,246.00
			NORTH NET FIRE TRAINING CENTER		**Total Check Amount:**	**$5,246.00**
198273	ODP BUSINESS SOLUTIONS, LLC	06/13/2025	31709	110212111	OFFICE SUPPLIES	$57.80
			ODP BUSINESS SOLUTIONS, LLC		**Total Check Amount:**	**$57.80**
198274	ORACLE AMERICA, INC.	06/13/2025	33166	951000000	ILJAOC CLD SVCS MAY25	$5,487.64
			ORACLE AMERICA, INC.		**Total Check Amount:**	**$5,487.64**
198275	ORANGE COUNTY POOLS	06/13/2025	27020	830	B19-1548 GARCIA	$250.00
			ORANGE COUNTY POOLS		**Total Check Amount:**	**$250.00**
198276	ORIGINAL EQUIPMENT AUTO SUPPLY	06/13/2025	32413	480515161	HOSE CONNECTOR	$13.76
			ORIGINAL EQUIPMENT AUTO SUPPLY		**Total Check Amount:**	**$13.76**
198277	PALICON GROUP	06/13/2025	33132	110212111	BACKGROUND CHECK	$5,850.00
			PALICON GROUP		**Total Check Amount:**	**$5,850.00**
198278	PATTY PALLAS	06/13/2025	33517	420	WATER ACCT REFUND	$103.93
			PATTY PALLAS		**Total Check Amount:**	**$103.93**
198279	KETAN PATEL	06/13/2025	28414	420	WATER ACCT REFUND	$121.22
			KETAN PATEL		**Total Check Amount:**	**$121.22**
198280	PERFORMANCE PIPELINE TECHNOLOGIES	06/13/2025	32450	430	SEWER CLEAN 0528-0529	$13,875.00

City Disbursement Register

Between Jun 9, 2025 12:00 AM and Jun 13, 2025 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
			PERFORMANCE PIPELINE TECHNOLOGIES		**Total Check Amount:**	**$13,875.00**
198281	PIZZARAGEOUS	06/13/2025	32940	110404224	FATHER/DAUGHTER DANCE	$1,934.03
			PIZZARAGEOUS		**Total Check Amount:**	**$1,934.03**
198282	JACQUELINE PLANTE	06/13/2025	33533	420	WATER ACCT REFUND	$45.33
			JACQUELINE PLANTE		**Total Check Amount:**	**$45.33**
198283	PREMIUM RV INC.	06/13/2025	11981	480515161	MUD FLAPS	$76.12
			PREMIUM RV INC.		**Total Check Amount:**	**$76.12**
198284	PUENTE HILLS FORD	06/13/2025	25742	480515161	WATER PUMP REPAIR	$2,249.87
		06/13/2025	25742	480515161	KEY FOB	$267.61
			PUENTE HILLS FORD		**Total Check Amount:**	**$2,517.48**
198285	RBI TRAFFIC, INC	06/13/2025	30571	110000000	TC PLAN CHECK JAN25	($162.00)
		06/13/2025	30571	110000000	TC PLAN CHECK NOV24	($30.75)
		06/13/2025	30571	110000000	TC PLAN CHECK SEPT24	($25.50)
		06/13/2025	30571	510707329	TC PLAN CHECK JAN25	$225.00
		06/13/2025	30571	84051517P	TC PLAN CHECK DEC24	$1,300.50
		06/13/2025	30571	84051517P	TC PLAN CHECK NOV24	$1,568.25
		06/13/2025	30571	110000000	TC PLAN CHECK DEC24	($25.50)
		06/13/2025	30571	84051517P	TC PLAN CHECK AUG24	$2,448.00
		06/13/2025	30571	84051517P	TC PLAN CHECK JAN25	$8,262.00
		06/13/2025	30571	84051517P	TC PLAN CHECK SEPT24	$1,300.50
		06/13/2025	30571	110000000	TC PLAN CHECK AUG24	($48.00)
			RBI TRAFFIC, INC		**Total Check Amount:**	**$14,812.50**
198286	RENEWELL FLEET SERVICE LLC	06/13/2025	33096	480515161	PRIMER PUMP	$591.98
			RENEWELL FLEET SERVICE LLC		**Total Check Amount:**	**$591.98**
198287	S.C. HYDRAULIC ENGINEERING CORP	06/13/2025	22177	420	WATER ACCT REFUND	$2,613.76
			S.C. HYDRAULIC ENGINEERING CORP		**Total Check Amount:**	**$2,613.76**
198288	CANDY SAGRERO	06/13/2025	32875	420	WATER ACCT REFUND	$170.76
			CANDY SAGRERO		**Total Check Amount:**	**$170.76**
198289	SALLY SCHAMBARI	06/13/2025	33522	420	WATER ACCT REFUND	$87.51
			SALLY SCHAMBARI		**Total Check Amount:**	**$87.51**
198290	DENNIS SMITH	06/13/2025	33511	420	WATER ACCT REFUND	$112.46
			DENNIS SMITH		**Total Check Amount:**	**$112.46**
198291	SOUTHLAND GUNITE	06/13/2025	33540	830	B19-971 FAIRBROTHER	$250.00
			SOUTHLAND GUNITE		**Total Check Amount:**	**$250.00**
198292	STANLEY STIEBER	06/13/2025	33541	830	B20-374 STIEBER	$250.00
			STANLEY STIEBER		**Total Check Amount:**	**$250.00**
198293	SUNSET POOLS AND SPAS, INC.	06/13/2025	28175	830	B18-1027 SALYARDS	$250.00
			SUNSET POOLS AND SPAS, INC.		**Total Check Amount:**	**$250.00**

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198294	TEC EQUIPMENT	06/13/2025	32466	480515161	WIPERS	$78.65
			TEC EQUIPMENT		**Total Check Amount:**	**$78.65**
198295	T-MOBILE	06/13/2025	25275	234212143	PHONE SVCS 4/21-5/20	$163.60
			T-MOBILE		**Total Check Amount:**	**$163.60**
198296	TURNOUT MAINTENANCE COMPANY, LLC	06/13/2025	19898	110222221	TURNOUT CLEANING/RPR	$4,956.47
			TURNOUT MAINTENANCE COMPANY, LLC		**Total Check Amount:**	**$4,956.47**
198297	U.S. POSTAL SERVICE (QUADIENT-POC)	06/13/2025	11057	110141441	POSTAGE MTR DEP JUN24	$25,000.00
			U.S. POSTAL SERVICE (QUADIENT-POC)		**Total Check Amount:**	**$25,000.00**
198299	UNIFIRST CORPORATION	06/13/2025	27988	110515125	UNIFORM SVCS MAY 2025	$9.86
		06/13/2025	27988	110515141	UNIFORM SVCS JUN 2025	$24.70
		06/13/2025	27988	110515143	UNIFORM SVCS MAY 2025	$14.82
		06/13/2025	27988	110515144	UNIFORM SVCS JUN 2025	$26.70
		06/13/2025	27988	110515148	UNIFORM SVCS MAY 2025	$3.60
		06/13/2025	27988	420515131	UNIFORM SVCS JUN 2025	$278.78
		06/13/2025	27988	430515123	UNIFORM SVCS MAY 2025	$27.96
		06/13/2025	27988	490515151	UNIFORM SVCS JUN 2025	$72.87
		06/13/2025	27988	110515121	UNIFORM SVCS JUN 2025	$17.13
		06/13/2025	27988	361515148	UNIFORM SVCS MAY 2025	$3.60
		06/13/2025	27988	420515131	UNIFORM SVCS MAY 2025	$64.85
		06/13/2025	27988	430515123	UNIFORM SVCS JUN 2025	$13.98
		06/13/2025	27988	440515126	UNIFORM SVCS MAY 2025	$5.70
		06/13/2025	27988	490515151	UNIFORM SVCS MAY 2025	$145.74
		06/13/2025	27988	110515121	UNIFORM SVCS MAY 2025	$34.26
		06/13/2025	27988	360515145	UNIFORM SVCS JUN 2025	$5.52
		06/13/2025	27988	361515148	UNIFORM SVCS JUN 2025	$1.80
		06/13/2025	27988	480515161	UNIFORM SVCS MAY 2025	$66.04
		06/13/2025	27988	110515125	UNIFORM SVCS JUN 2025	$4.93
		06/13/2025	27988	110515141	UNIFORM SVCS MAY 2025	$49.40
		06/13/2025	27988	110515143	UNIFORM SVCS JUN 2025	$7.41
		06/13/2025	27988	110515144	UNIFORM SVCS MAY 2025	$53.40
		06/13/2025	27988	110515148	UNIFORM SVCS JUN 2025	$1.80
		06/13/2025	27988	360515145	UNIFORM SVCS MAY 2025	$11.04
		06/13/2025	27988	440515126	UNIFORM SVCS JUN 2025	$2.85
		06/13/2025	27988	480515161	UNIFORM SVCS JUN 2025	$33.02
			UNIFIRST CORPORATION		**Total Check Amount:**	**$981.76**
198300	UNIFIRST CORPORATION	06/13/2025	27988	110212131	PD LAUNDRY SVCS 5/5	$25.63

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			UNIFIRST CORPORATION		**Total Check Amount:**	**$25.63**
198301	UNIFIRST CORPORATION	06/13/2025	27988	110212131	PD LAUNDRY SVCS 5/12	$24.88
			UNIFIRST CORPORATION		**Total Check Amount:**	**$24.88**
198302	UNIFIRST CORPORATION	06/13/2025	27988	110212131	PD LAUNDRY SVCS 5/19	$24.88
			UNIFIRST CORPORATION		**Total Check Amount:**	**$24.88**
198303	UNIFIRST CORPORATION	06/13/2025	27988	110212131	PD LAUNDRY SVCS 5/26	$24.88
			UNIFIRST CORPORATION		**Total Check Amount:**	**$24.88**
198304	UNITED RENTALS NORTHWEST, INC.	06/13/2025	7051	490515151	BOOM RENTAL	$1,587.71
			UNITED RENTALS NORTHWEST, INC.		**Total Check Amount:**	**$1,587.71**
198305	URBAN GRAFFITI ENTERPRISES INC.	06/13/2025	4352	110515121	GRAFFITIREMOVAL APR25	$2,450.00
		06/13/2025	4352	110515121	GRAFFITIREMOVAL MAR25	$2,450.00
			URBAN GRAFFITI ENTERPRISES INC.		**Total Check Amount:**	**$4,900.00**
198306	EDUARDO VELAZQUEZ	06/13/2025	33525	420	WATER ACCT REFUND	$87.82
			EDUARDO VELAZQUEZ		**Total Check Amount:**	**$87.82**
198307	VERIZON CONNECT NWF, INC.	06/13/2025	25293	480515161	PW GPS SVC MAY 2025	$989.26
			VERIZON CONNECT NWF, INC.		**Total Check Amount:**	**$989.26**
198308	RONDA VOORHEES	06/13/2025	33529	420	WATER ACCT REFUND	$45.18
			RONDA VOORHEES		**Total Check Amount:**	**$45.18**
198309	YAQI WANG	06/13/2025	33542	110	PMT-TCKT PAYOUT SALES	$64.00
			YAQI WANG		**Total Check Amount:**	**$64.00**
198310	WAYNE ELECTRIC CO.	06/13/2025	15062	480515161	STARTER	$469.63
		06/13/2025	15062	480515161	SIREN MOTOR	$1,093.95
			WAYNE ELECTRIC CO.		**Total Check Amount:**	**$1,563.58**
198311	CHRISTOPHER STEVEN WORMALD	06/13/2025	32479	110404541	FINAL PMT-PHOTO SVCS	$2,400.00
			CHRISTOPHER STEVEN WORMALD		**Total Check Amount:**	**$2,400.00**
198312	AZUCENA ZARAZUA	06/13/2025	33543	110000000	REPORT REFUND	$3.00
			AZUCENA ZARAZUA		**Total Check Amount:**	**$3.00**
198313	ZUNIGA POOL CONSTRUCTION	06/13/2025	31469	830	B19-1188 DINH	$250.00
			ZUNIGA POOL CONSTRUCTION		**Total Check Amount:**	**$250.00**
					Check Subtotal	**$328,296.37**
V59442	ACADEMY 831, LLC	06/13/2025	28694	110404145	BALLET	$37.50
			ACADEMY 831, LLC		**Total Check Amount:**	**$37.50**
V59443	ANNA CHAVEZ AGUSTIN	06/13/2025	31862	110404215	HIIT DANCE/ZUMBA	$576.00
			ANNA CHAVEZ AGUSTIN		**Total Check Amount:**	**$576.00**
V59444	LARRY ALANIS	06/13/2025	32661	110404424	UMPIRE FEES 6/2/25	$111.00
			LARRY ALANIS		**Total Check Amount:**	**$111.00**
V59445	ALL CITY MANAGEMENT SERVICES INC	06/13/2025	6604	110212132	CRSNG GRDS 5/11-5/24	$3,431.25
			ALL CITY MANAGEMENT SERVICES INC		**Total Check Amount:**	**$3,431.25**

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V59446	JUDY ALLEN	06/13/2025	20447	110404215	BODY PUMP/MAT PILATES	$512.00
		06/13/2025	20447	110404215	PERSONAL TRAINER	$588.00
				JUDY ALLEN	**Total Check Amount:**	**$1,100.00**
V59447	ALTA LANGUAGE SERVICES, INC	06/13/2025	25953	110141481	BILINGUAL TEST MAY25	$58.00
				ALTA LANGUAGE SERVICES, INC	**Total Check Amount:**	**$58.00**
V59448	ASBURY ENVIRONMENTAL SERVICES	06/13/2025	9144	480515161	OIL DISPOSAL	$152.00
				ASBURY ENVIRONMENTAL SERVICES	**Total Check Amount:**	**$152.00**
V59449	AVCOGAS PROPANE SALES & SERVICES	06/13/2025	22047	480515161	PROPANE 337.6 GALS	$883.16
				AVCOGAS PROPANE SALES & SERVICES	**Total Check Amount:**	**$883.16**
V59450	B & M LAWN AND GARDEN CENTER	06/13/2025	4699	110222221	CHAINSAW PARTS	$1,379.19
		06/13/2025	4699	110222223	CHAINSAW PARTS	$1,379.19
				B & M LAWN AND GARDEN CENTER	**Total Check Amount:**	**$2,758.38**
V59451	ROBYN BAKER	06/13/2025	32891	110404215	PERSONAL TRAINER	$613.50
		06/13/2025	32891	110404215	CYCLE	$64.00
				ROBYN BAKER	**Total Check Amount:**	**$677.50**
V59452	JEANETTE BELL	06/13/2025	28476	110404215	ZUMBA	$30.00
				JEANETTE BELL	**Total Check Amount:**	**$30.00**
V59453	BEST LAWN MOWER SERVICE	06/13/2025	16230	480515161	CHAINS	$185.90
				BEST LAWN MOWER SERVICE	**Total Check Amount:**	**$185.90**
V59454	BILL'S AUTO UPHOLSTERY	06/13/2025	10510	480515161	SEAT REPAIR	$460.00
				BILL'S AUTO UPHOLSTERY	**Total Check Amount:**	**$460.00**
V59455	BREA AUTO SERVICE	06/13/2025	12780	480515161	A/C REPAIR 1476334	$345.84
				BREA AUTO SERVICE	**Total Check Amount:**	**$345.84**
V59456	BREA TOWING	06/13/2025	16399	110212132	IMPOUND [TFC] MAY25	$2,739.50
		06/13/2025	16399	110212121	IMPOUND [INV] MAY25	$4,123.00
				BREA TOWING	**Total Check Amount:**	**$6,862.50**
V59457	BREA/ORANGE COUNTY PLUMBING	06/13/2025	3781	490515151	FS2 LEAK	$470.00
		06/13/2025	3781	490515151	EMGNCY RPR-WTRLNE RPL	$6,605.43
				BREA/ORANGE COUNTY PLUMBING	**Total Check Amount:**	**$7,075.43**
V59458	BUTLER CHEMICALS, INC.	06/13/2025	6515	490515151	CHEM SERVICE	$359.61
				BUTLER CHEMICALS, INC.	**Total Check Amount:**	**$359.61**
V59459	MARIA ELENA CABRERA	06/13/2025	32813	110404215	ZUMBA	$192.00
				MARIA ELENA CABRERA	**Total Check Amount:**	**$192.00**
V59460	CALIFORNIA DOMESTIC WATER CO	06/13/2025	3388	420515131	WTR CONSUMPTION MAY25	$290,550.97
				CALIFORNIA DOMESTIC WATER CO	**Total Check Amount:**	**$290,550.97**
V59461	CALIFORNIA FORENSIC PHLEBOTOMY INC.	06/13/2025	4488	110212131	PLEB SVCS MAY 2025	$1,813.50
				CALIFORNIA FORENSIC PHLEBOTOMY INC.	**Total Check Amount:**	**$1,813.50**

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V59462	CALIFORNIA HEALTH & SAFETY INC.	06/13/2025	15491	110222221	SCBA COMP CALIBRATION	$1,844.33
			CALIFORNIA HEALTH & SAFETY INC.		**Total Check Amount:**	**$1,844.33**
V59463	CANNINGS ACE HARDWARE	06/13/2025	15828	480515161	BLADES	$10.86
		06/13/2025	15828	480515161	SPRAYER BOTTLES	$26.06
		06/13/2025	15828	480515161	CLAMPS	$7.07
		06/13/2025	15828	480515161	CREDIT	($6.49)
		06/13/2025	15828	480515161	PAD LOCKS	$21.74
			CANNINGS ACE HARDWARE		**Total Check Amount:**	**$59.24**
V59464	COMLOCK SECURITY-GROUP	06/13/2025	13625	490515151	KEYS	$56.57
		06/13/2025	13625	490515151	DOOR REPAIRS	$377.40
			COMLOCK SECURITY-GROUP		**Total Check Amount:**	**$433.97**
V59465	ASHLEIGH ELISABETH CORREA	06/13/2025	32325	420515131	OPEN HOUSE BAND 5/10	$750.00
			ASHLEIGH ELISABETH CORREA		**Total Check Amount:**	**$750.00**
V59466	CSG CONSULTANTS	06/13/2025	25540	110000000	INSP SVCS APR25	($11,515.00)
		06/13/2025	25540	110323242	INSP SVCS APR25	$942.50
		06/13/2025	25540	84032324I	INSP SVCS APR25	$38,155.00
			CSG CONSULTANTS		**Total Check Amount:**	**$27,582.50**
V59467	DANIELS TIRE SERVICE	06/13/2025	3133	480515161	TIRES	$1,759.53
			DANIELS TIRE SERVICE		**Total Check Amount:**	**$1,759.53**
V59468	DENALYN DAVID	06/13/2025	31642	110404215	YOGA	$224.00
			DENALYN DAVID		**Total Check Amount:**	**$224.00**
V59469	MYRA DUVALL	06/13/2025	18083	110404215	YOGA	$416.00
			MYRA DUVALL		**Total Check Amount:**	**$416.00**
V59470	E.J. WARD INC	06/13/2025	11309	480515161	FUEL HOSTING	$1,169.00
			E.J. WARD INC		**Total Check Amount:**	**$1,169.00**
V59471	GLENN EASTMAN	06/13/2025	17537	110212141	TRAINING MILEAGE	$142.80
			GLENN EASTMAN		**Total Check Amount:**	**$142.80**
V59472	EQUIPMENT DIRECT INC	06/13/2025	4522	480515161	SAFETY GEAR	$187.67
		06/13/2025	4522	110515121	SAFETY GEAR	$188.91
		06/13/2025	4522	110515121	SAFETY MATERIAL	$437.91
			EQUIPMENT DIRECT INC		**Total Check Amount:**	**$814.49**
V59473	JAIME PATRICIA ESPITIA	06/13/2025	33538	110404311	REIMB-NOTARY TRNG	$40.00
			JAIME PATRICIA ESPITIA		**Total Check Amount:**	**$40.00**
V59474	FEHR & PEERS	06/13/2025	18041	840141412	CIRLTN STUDY-MAR/APR	$6,675.00
		06/13/2025	18041	840141412	CIRCULATION STUDY-MAR	$6,780.00
			FEHR & PEERS		**Total Check Amount:**	**$13,455.00**
V59475	ALYSSA RAE FELIPE	06/13/2025	32809	110404215	TRX STRENGTH	$224.00
		06/13/2025	32809	110404215	PERSONAL TRAINER	$1,001.40

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			ALYSSA RAE FELIPE		**Total Check Amount:**	**$1,225.40**
V59476	FIDELITY SECURITY LIFE INSURANCE	06/13/2025	23035	110	9827288 VISION JUN25	$3,200.10
			FIDELITY SECURITY LIFE INSURANCE		**Total Check Amount:**	**$3,200.10**
V59477	FIRE SAFETY ADVISORS LLC	06/13/2025	33294	110000000	PLAN CHECK SVCS MAY25	($1,840.50)
		06/13/2025	33294	84022223P	PLAN CHECK SVCS MAY25	$13,599.25
			FIRE SAFETY ADVISORS LLC		**Total Check Amount:**	**$11,758.75**
V59478	FLEET SERVICES	06/13/2025	5658	480515161	FITTINGS	$79.83
		06/13/2025	5658	480515161	OPACITY TEST	$180.00
			FLEET SERVICES		**Total Check Amount:**	**$259.83**
V59479	FUN WITH HORSES	06/13/2025	15171	110404145	HORSE FUN/FARM	$400.00
			FUN WITH HORSES		**Total Check Amount:**	**$400.00**
V59480	GALE SUPPLY COMPANY	06/13/2025	21090	490515151	JANITORIAL SUPPLIES	$138.30
			GALE SUPPLY COMPANY		**Total Check Amount:**	**$138.30**
V59481	MELISSA GIFFORD	06/13/2025	10645	110404215	TRX	$224.00
			MELISSA GIFFORD		**Total Check Amount:**	**$224.00**
V59482	MARY M. GRAHAM	06/13/2025	31478	110404215	ROLL & RELEASE/YOGA	$96.00
			MARY M. GRAHAM		**Total Check Amount:**	**$96.00**
V59483	GUARANTEED JANITORIAL SERVICES, INC	06/13/2025	28695	110515125	APR25 JAN SVCS: DT	$2,984.83
		06/13/2025	28695	490515151	APR25 JAN SVCS: BCC	$4,793.75
		06/13/2025	28695	490515151	BCC PORTER	$420.00
		06/13/2025	28695	490515151	BCC PORTER SVCS	$336.00
		06/13/2025	28695	490515151	APR25 DAY PORTERS-CCC	$5,225.83
		06/13/2025	28695	490515151	APR25 JAN SVCS: YARD	$1,344.75
		06/13/2025	28695	490515151	APR25 JAN SVCS:P.HALL	$1,239.75
		06/13/2025	28695	490515151	APR25 JAN SVCS:PLUNGE	$185.50
		06/13/2025	28695	490515151	APR25 DAY PORTERS-BCC	$5,225.83
		06/13/2025	28695	490515151	APR25 JAN SVCS: CCC	$9,994.25
		06/13/2025	28695	490515151	APR25 JAN SVCS:SR CTR	$2,840.16
			GUARANTEED JANITORIAL SERVICES, INC		**Total Check Amount:**	**$34,590.65**
V59484	CYNTHIA HAEBE	06/13/2025	31769	234212143	GRANT PRGRM EVAL 5/27	$7,700.00
			CYNTHIA HAEBE		**Total Check Amount:**	**$7,700.00**
V59485	GABRIEL HANNAH	06/13/2025	17533	110404424	UMPIRE FEES 6/2/25	$111.00
			GABRIEL HANNAH		**Total Check Amount:**	**$111.00**
V59486	REBECCA LAINE HART	06/13/2025	32973	110212111	REIMB-PD MEMORIAL SVC	$32.30
			REBECCA LAINE HART		**Total Check Amount:**	**$32.30**
V59487	JENNA M HERRERA	06/13/2025	10886	110212111	TRAINING MILEAGE	$24.92
			JENNA M HERRERA		**Total Check Amount:**	**$24.92**
V59488	HOUSING PROGRAMS	06/13/2025	26542	290323215	HSB REHAB MAY25	$2,091.00

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			HOUSING PROGRAMS		**Total Check Amount:**	**$2,091.00**
V59489	IDEAL STRIPING	06/13/2025	18839	110515127	DT PARKING STRIPING	$2,947.00
			IDEAL STRIPING		**Total Check Amount:**	**$2,947.00**
V59490	INFOSEND, INC.	06/13/2025	19016	110111151	MAR25 COMM & MKTG	$54.23
		06/13/2025	19016	420515131	MAR25 PW MAINT	$108.45
		06/13/2025	19016	420141421	MAR25 WTR: POSTAGE	$5,422.95
		06/13/2025	19016	110404521	MAR25 SR. CENTER	$54.22
		06/13/2025	19016	420141421	MAR25 PRNT IMAGE ARCH	$289.01
		06/13/2025	19016	420141421	MAR25 WTR: PRNT/MAIL	$1,761.14
			INFOSEND, INC.		**Total Check Amount:**	**$7,690.00**
V59491	INLAND ROUNDBALL OFFICIALS INC.	06/13/2025	31906	110404424	REFEREE FEES 529-0603	$1,480.00
			INLAND ROUNDBALL OFFICIALS INC.		**Total Check Amount:**	**$1,480.00**
V59492	IRV SEAVER MOTORCYCLES	06/13/2025	18586	480515161	BMW REPAIR	$590.20
			IRV SEAVER MOTORCYCLES		**Total Check Amount:**	**$590.20**
V59493	SARA JACKSON	06/13/2025	31840	110404215	BODY PUMP	$448.00
			SARA JACKSON		**Total Check Amount:**	**$448.00**
V59494	JMDIAZ, INC.	06/13/2025	27113	84051517P	PLAN CHECK SVCS APR25	$6,273.00
		06/13/2025	27113	84051517P	PLAN CHECK SVCS MAR25	$9,103.50
		06/13/2025	27113	110000000	PLAN CHECK SVCS APR25	($738.00)
		06/13/2025	27113	510707442	PLAN CHECK SVCS MAR25	$722.25
		06/13/2025	27113	510707995	PLAN CHECK SVCS MAR25	$1,215.00
		06/13/2025	27113	110000000	PLAN CHECK SVCS MAR25	($1,071.00)
			JMDIAZ, INC.		**Total Check Amount:**	**$15,504.75**
V59495	PAMELA JOHNSTON	06/13/2025	28025	110404215	CRCT TRNG/HIIT/ZUMBA	$416.00
			PAMELA JOHNSTON		**Total Check Amount:**	**$416.00**
V59496	KRISTI L KANEL	06/13/2025	22868	110404215	SILVERSNEAKERS/ZUMBA	$352.00
			KRISTI L KANEL		**Total Check Amount:**	**$352.00**
V59497	PAMELA KIM	06/13/2025	33544	110404215	YOGA	$94.00
			PAMELA KIM		**Total Check Amount:**	**$94.00**
V59498	KIMBALL MIDWEST	06/13/2025	23053	480515161	NUTS/BOLTS	$635.83
			KIMBALL MIDWEST		**Total Check Amount:**	**$635.83**
V59499	KIMLEY-HORN AND ASSOCIATES, INC.	06/13/2025	26302	510707306	57/IMP SB ORPID APR25	$2,002.50
		06/13/2025	26302	510707306	57/IMP SB ORPID MAR25	$2,255.00
		06/13/2025	26302	510707306	57/IMP PSR-PSD APR25	$35,558.54
		06/13/2025	26302	510707306	57/IMP PSR-PSD MAR25	$14,913.56
			KIMLEY-HORN AND ASSOCIATES, INC.		**Total Check Amount:**	**$54,729.60**
V59500	MAHNAZ KOHSARI	06/13/2025	12368	460141474	MILEAGE MAY 2025	$3.92
			MAHNAZ KOHSARI		**Total Check Amount:**	**$3.92**

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V59501	L.N. CURTIS & SONS	06/13/2025	1053	174222225	UNIFORMS	$93.03
			L.N. CURTIS & SONS		**Total Check Amount:**	**$93.03**
V59502	DOLLY LAI	06/13/2025	18084	110404215	YOGA	$96.00
			DOLLY LAI		**Total Check Amount:**	**$96.00**
V59503	LANCE, SOLL & LUNGHARD LLP	06/13/2025	8267	950000000	FY 24/25 AUDIT SVCS	$5,954.00
			LANCE, SOLL & LUNGHARD LLP		**Total Check Amount:**	**$5,954.00**
V59504	BERRY LIANG	06/13/2025	25640	110404215	CYCLE	$160.00
		06/13/2025	25640	110404215	PERSONAL TRAINER	$117.00
			BERRY LIANG		**Total Check Amount:**	**$277.00**
V59505	LIBERTY PAINTING & RESTORATION, INC	06/13/2025	25899	490515151	STUCCO REPAIRS	$2,500.00
		06/13/2025	25899	490515151	PAINT PROJECT	$3,560.00
			LIBERTY PAINTING & RESTORATION, INC		**Total Check Amount:**	**$6,060.00**
V59506	LIFE-ASSIST, INC.	06/13/2025	10530	174222222	PM SUPPLIES FS2	$3,811.06
		06/13/2025	10530	174222225	PM SUPPLIES FS2	$1,085.34
			LIFE-ASSIST, INC.		**Total Check Amount:**	**$4,896.40**
V59507	LONG BEACH BMW	06/13/2025	18120	480515161	LOCKS	$13.15
			LONG BEACH BMW		**Total Check Amount:**	**$13.15**
V59508	TANYA LOSCUTOFF	06/13/2025	22092	110404215	PERSONAL TRAINER	$734.10
		06/13/2025	22092	110404215	SUPER SCULPT	$128.00
			TANYA LOSCUTOFF		**Total Check Amount:**	**$862.10**
V59509	ANDREA MCGRANAHAN	06/13/2025	26046	110404215	FITNESS CLASSES	$1,568.00
			ANDREA MCGRANAHAN		**Total Check Amount:**	**$1,568.00**
V59510	MESSINA AND ASSOCIATES	06/13/2025	25217	174222222	CONSULT SVCS JAN-MAY	$3,300.00
			MESSINA AND ASSOCIATES		**Total Check Amount:**	**$3,300.00**
V59511	MINER, LTD	06/13/2025	27173	490515151	LOADING DOCK DOOR REPAIR	$770.66
		06/13/2025	27173	490515151	APP BAY DOOR REPAIR	$770.66
			MINER, LTD		**Total Check Amount:**	**$1,541.32**
V59512	JENNIFER MONZON-SCROFINI	06/13/2025	20158	110404145	CRAFTS	$95.00
		06/13/2025	20158	110404215	FUNC.STRNTH/HIIT/TRX	$224.00
			JENNIFER MONZON-SCROFINI		**Total Check Amount:**	**$319.00**
V59513	NATASHA MOORE	06/13/2025	10711	110404215	BODY PUMP	$224.00
			NATASHA MOORE		**Total Check Amount:**	**$224.00**
V59514	ADRIANA MUNOZ	06/13/2025	27997	110404215	ZUMBA	$30.00
			ADRIANA MUNOZ		**Total Check Amount:**	**$30.00**
V59515	MYERS AND SONS	06/13/2025	21624	110515121	SIGN MATERIAL	$1,115.97
			MYERS AND SONS		**Total Check Amount:**	**$1,115.97**
V59516	IRACEMA PERDOMO	06/13/2025	14135	110404215	CYCLE	$96.00
			IRACEMA PERDOMO		**Total Check Amount:**	**$96.00**

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V59517	PLACEWORKS, INC.	06/13/2025	26720	84032323E	PROF SVCS APR25	$5,497.11
			PLACEWORKS, INC.		**Total Check Amount:**	**$5,497.11**
V59518	PLUMBING WHOLESALE OUTLET, INC.	06/13/2025	18392	490515151	PLUMBING PARTS	$62.65
			PLUMBING WHOLESALE OUTLET, INC.		**Total Check Amount:**	**$62.65**
V59519	PRIME SYSTEMS INDUSTRIAL AUTOMATION	06/13/2025	27059	420515131	SCADA SUPPORT	$436.00
			PRIME SYSTEMS INDUSTRIAL AUTOMATION		**Total Check Amount:**	**$436.00**
V59520	KATHERINE A. PROHOROFF	06/13/2025	32414	110404215	BODY PUMP	$30.00
			KATHERINE A. PROHOROFF		**Total Check Amount:**	**$30.00**
V59521	PTS COMMUNICATIONS, INC.	06/13/2025	31947	475141471	7147920398 JUN 2025	$75.00
			PTS COMMUNICATIONS, INC.		**Total Check Amount:**	**$75.00**
V59522	KAYLA RABJOHNS	06/13/2025	28472	110404215	CIRCUIT TRNG	$96.00
			KAYLA RABJOHNS		**Total Check Amount:**	**$96.00**
V59523	ANNA RIVERS	06/13/2025	33148	110404215	BODY PUMP	$30.00
			ANNA RIVERS		**Total Check Amount:**	**$30.00**
V59524	ALFRED ANTHONY RODRIGUEZ	06/13/2025	27489	110212111	TRAINING REIMB	$305.60
			ALFRED ANTHONY RODRIGUEZ		**Total Check Amount:**	**$305.60**
V59525	RUSSELL SIGLER INC.	06/13/2025	21638	490515151	7.5 TON CARRIER HVAC UNIT	$10,562.73
			RUSSELL SIGLER INC.		**Total Check Amount:**	**$10,562.73**
V59526	CLYDE J. SAN JUAN	06/13/2025	33113	110404145	ACRYLIC/WATRCLR PNTNG	$92.00
			CLYDE J. SAN JUAN		**Total Check Amount:**	**$92.00**
V59527	SC FUELS	06/13/2025	16654	480515161	UNL ETH 4019 GALS	$16,487.70
		06/13/2025	16654	480515161	CLR DIESEL 1346.9GALS	$5,293.68
			SC FUELS		**Total Check Amount:**	**$21,781.38**
V59528	ISMAEL O SILVA	06/13/2025	24370	110404215	ZUMBA	$96.00
			ISMAEL O SILVA		**Total Check Amount:**	**$96.00**
V59529	SOOTHING ESCAPE MASSAGE LLC	06/13/2025	31650	110404215	KINSTRETCH/SOUND BATH	$368.00
			SOOTHING ESCAPE MASSAGE LLC		**Total Check Amount:**	**$368.00**
V59530	SPECTRUM GAS PRODUCTS, INC.	06/13/2025	16060	110222221	HYDROTEST	$19.00
		06/13/2025	16060	174222225	OXYGEN TANK RENTAL	$57.00
		06/13/2025	16060	174222222	OXYGEN	$192.45
			SPECTRUM GAS PRODUCTS, INC.		**Total Check Amount:**	**$268.45**
V59531	STATE INDUSTRIAL PRODUCTS	06/13/2025	8572	110222223	LAUNDRY DETERGENT	$228.23
		06/13/2025	8572	110222223	LAUNDY DETERGENT	$127.90
			STATE INDUSTRIAL PRODUCTS		**Total Check Amount:**	**$356.13**
V59532	STEVE A. FILARSKY, ATTORNEY-AT-LAW	06/13/2025	31186	110141481	PROF LEGAL SVCS MAY25	$3,675.00
			STEVE A. FILARSKY, ATTORNEY-AT-LAW		**Total Check Amount:**	**$3,675.00**
V59533	WEDNESDAY STEVENSON	06/13/2025	32549	110404215	YOGA	$90.00

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			WEDNESDAY STEVENSON		**Total Check Amount:**	**$90.00**
V59534	STOTZ EQUIPMENT	06/13/2025	24388	480515161	TIRES	$457.89
			STOTZ EQUIPMENT		**Total Check Amount:**	**$457.89**
V59535	SUPERCO SPEC PROD/MOMAR, INC.	06/13/2025	16084	490515151	SUPER CO REMOVE PLUS	$910.84
			SUPERCO SPEC PROD/MOMAR, INC.		**Total Check Amount:**	**$910.84**
V59536	SUPERIOR ALARM SYSTEMS	06/13/2025	11074	490515151	EXPANSION MODULE	$568.08
			SUPERIOR ALARM SYSTEMS		**Total Check Amount:**	**$568.08**
V59537	TENNIS ANYONE ACADEMY	06/13/2025	12688	110404145	TENNIS LESSONS	$2,150.40
			TENNIS ANYONE ACADEMY		**Total Check Amount:**	**$2,150.40**
V59538	LETICIA TRUJILLO	06/13/2025	22054	110404215	BODY PUMP	$30.00
		06/13/2025	22054	110404521	ZUMBA GOLD MAY25	$40.00
			LETICIA TRUJILLO		**Total Check Amount:**	**$70.00**
V59539	TUMBLE-N-KIDS INC.	06/13/2025	32167	110404145	GYMNASTICS	$3,226.49
			TUMBLE-N-KIDS INC.		**Total Check Amount:**	**$3,226.49**
V59540	EDEN TURNER	06/13/2025	21951	110404215	BODY PUMP	$160.00
			EDEN TURNER		**Total Check Amount:**	**$160.00**
V59541	NATASHA UMRIGAR-MOLLA	06/13/2025	32097	110404215	ROLL & RELEASE/YOGA	$256.00
			NATASHA UMRIGAR-MOLLA		**Total Check Amount:**	**$256.00**
V59542	UNITED ROTARY BRUSH CORPORATION	06/13/2025	16649	480515161	SWEEPER BROOMS	$533.88
			UNITED ROTARY BRUSH CORPORATION		**Total Check Amount:**	**$533.88**
V59543	NINA VASQUEZ VALENCIA	06/13/2025	33343	110212111	TRAINING MILEAGE	$33.60
			NINA VASQUEZ VALENCIA		**Total Check Amount:**	**$33.60**
V59544	JUANA VENTURA	06/13/2025	17752	110404215	CYCLE	$90.00
			JUANA VENTURA		**Total Check Amount:**	**$90.00**
V59545	WAXIE SANITARY SUPPLY	06/13/2025	3332	490515151	JANITORIAL SUPPLIES	$8,674.87
		06/13/2025	3332	110515125	JANITORIAL SUPPLIES	$1,560.10
			WAXIE SANITARY SUPPLY		**Total Check Amount:**	**$10,234.97**
V59546	WEST GROVE VOLLEYBALL, LLC	06/13/2025	32196	110404145	VOLLEYBALL	$172.80
			WEST GROVE VOLLEYBALL, LLC		**Total Check Amount:**	**$172.80**
V59547	WESTCOAST SHIRTWORKS, INC.	06/13/2025	22572	110515171	PW T-SHIRTS	$414.68
			WESTCOAST SHIRTWORKS, INC.		**Total Check Amount:**	**$414.68**
V59548	TERRI WESTERGREN	06/13/2025	25602	110404521	ZUMBA GOLD	$560.00
			TERRI WESTERGREN		**Total Check Amount:**	**$560.00**
V59549	WESTERN GOLF PROPERTIES, LLC	06/13/2025	29071	465000000	BIRCH HLLS TIPS MAY25	$7,768.78
		06/13/2025	29071	465515149	BIRCH HLLS CGS MAY25	$25,626.34
		06/13/2025	29071	465000000	BREA CREEK S/TX MAY25	$1,190.42
		06/13/2025	29071	465515149	BREA CREEK MGMT MAY25	$63,954.00
		06/13/2025	29071	465000000	BIRCH HLLS S/TX MAY25	$5,242.48

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V59549	WESTERN GOLF PROPERTIES, LLC	06/13/2025	29071	465515149	BIRCH HLLS MGMT MAY25	$155,567.33
		06/13/2025	29071	465515149	BREA CREEK CGS MAY25	$7,359.67
			WESTERN GOLF PROPERTIES, LLC		**Total Check Amount:**	**$266,709.02**
V59550	WILLDAN ENGINEERING	06/13/2025	12445	110000000	INSP SVCS THRU 4/4	($2,191.00)
		06/13/2025	12445	110515171	INSP SVCS THRU 4/4	$952.00
		06/13/2025	12445	84051517I	INSP SVCS THRU 4/4	$23,475.00
			WILLDAN ENGINEERING		**Total Check Amount:**	**$22,236.00**
V59551	STEVEN R WULFF	06/13/2025	30415	110212111	TRAINING REIMB	$482.00
			STEVEN R WULFF		**Total Check Amount:**	**$482.00**
V59552	REBECCA YOUNT	06/13/2025	31473	110404215	SILVER SNEAKERS	$185.00
			REBECCA YOUNT		**Total Check Amount:**	**$185.00**
V59553	ZOLL MEDICAL CORPORATION	06/13/2025	23538	174222225	AUTOPULSE/AED	$2,121.41
			ZOLL MEDICAL CORPORATION		**Total Check Amount:**	**$2,121.41**
					Voucher Subtotal	**$894,936.03**

TOTAL **$1,223,232.40**

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
198314	AGILE OCCUPATIONAL MEDICINE PC	06/20/2025	32405	110141481	HR MED SVCS JUN25	$120.00
			AGILE OCCUPATIONAL MEDICINE PC		**Total Check Amount:**	**$120.00**
198315	AIR EXCHANGE INC	06/20/2025	30200	174222225	PLYMOUTH ADAPTORS	$2,187.34
			AIR EXCHANGE INC		**Total Check Amount:**	**$2,187.34**
198316	ALL AMERICAN ASPHALT	06/20/2025	1571	510707312	JOYCE DRIVE CAPE SEAL PRO	$179,641.25
			ALL AMERICAN ASPHALT		**Total Check Amount:**	**$179,641.25**
198317	ARDURRA GROUP, INC.	06/20/2025	29147	510707617	PROF ENGG SVCS APR25	$9,278.00
			ARDURRA GROUP, INC.		**Total Check Amount:**	**$9,278.00**
198318	BAY WATER POOL AND SPAS	06/20/2025	33521	830	B20-0590 CHAVEZ	$250.00
			BAY WATER POOL AND SPAS		**Total Check Amount:**	**$250.00**
198319	BLUE PACIFIC POOLS	06/20/2025	33545	830	B20-0621 ANGELOPOULOS	$250.00
			BLUE PACIFIC POOLS		**Total Check Amount:**	**$250.00**
198320	BROOKER ASSOCIATES	06/20/2025	25999	830	B20-843 WRIGHT	$250.00
			BROOKER ASSOCIATES		**Total Check Amount:**	**$250.00**
198321	CALIFORNIA POOL MEN, INC.	06/20/2025	28171	830	B20-365 DIEBLER	$250.00
			CALIFORNIA POOL MEN, INC.		**Total Check Amount:**	**$250.00**
198322	CHARTER COMMUNICATIONS	06/20/2025	29127	110111143	CABLE CHGS JUN/JUL25	$42.87
		06/20/2025	29127	110111151	CABLE CHGS JUN/JUL25	$64.98
		06/20/2025	29127	110111161	CABLE CHGS JUN/JUL25	$42.87
		06/20/2025	29127	110141481	CABLE CHGS JUN/JUL25	$42.87
		06/20/2025	29127	110212111	CABLE CHGS JUN/JUL25	$349.26
		06/20/2025	29127	110222211	CABLE CHGS JUN/JUL25	$109.23
		06/20/2025	29127	110323212	CABLE CHGS JUN/JUL25	$87.11
		06/20/2025	29127	110404211	CABLE CHGS JUN/JUL25	$303.06
		06/20/2025	29127	110404311	CABLE CHGS JUN/JUL25	$42.87
		06/20/2025	29127	110404521	CABLE CHGS JUN/JUL25	$119.99
		06/20/2025	29127	420515131	CABLE CHGS JUN/JUL25	$236.62
		06/20/2025	29127	490515151	CABLE CHGS JUN/JUL25	$42.87
			CHARTER COMMUNICATIONS		**Total Check Amount:**	**$1,484.60**
198323	CHARTER COMMUNICATIONS	06/20/2025	29127	110111153	MGMT CHANNEL JUN25	$996.60
			CHARTER COMMUNICATIONS		**Total Check Amount:**	**$996.60**
198324	CHEFS' TOYS LLC	06/20/2025	32223	181404250	DOUBLE CONVECTN OVEN	$12,388.58
			CHEFS' TOYS LLC		**Total Check Amount:**	**$12,388.58**
198325	CHEFS' TOYS LLC	06/20/2025	32223	181404250	DOUBLE CONVECTN OVEN	$12,388.58
			CHEFS' TOYS LLC		**Total Check Amount:**	**$12,388.58**
198326	CIVILTEC ENGINEERING INC.	06/20/2025	2581	510707442	PROF SVCS THRU 5/2	$6,990.00
			CIVILTEC ENGINEERING INC.		**Total Check Amount:**	**$6,990.00**
198327	CLA-VAL CO.	06/20/2025	15266	420515131	CLA VALVE MAINT	$691.33

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			CLA-VAL CO.		**Total Check Amount:**	**$691.33**
198328	THE COUNSELING TEAM INTERNATIONAL	06/20/2025	13933	110222221	EMPL SUPP SVCS MAY25	$250.00
			THE COUNSELING TEAM INTERNATIONAL		**Total Check Amount:**	**$250.00**
198329	COUNTY OF ORANGE	06/20/2025	4799	110212122	PRKNG CITATIONS MAY25	$2,352.50
			COUNTY OF ORANGE		**Total Check Amount:**	**$2,352.50**
198330	COUNTY OF ORANGE	06/20/2025	4799	110222223	RADIO PROG BR2 MAR25	$1,520.87
			COUNTY OF ORANGE		**Total Check Amount:**	**$1,520.87**
198331	IGNACIO CRESPO	06/20/2025	31912	830	B250-788 CRESPO	$250.00
			IGNACIO CRESPO		**Total Check Amount:**	**$250.00**
198332	DAVID VOLZ DESIGN	06/20/2025	31785	510707978	AROV LANSCAPE ARCH	$11,157.50
			DAVID VOLZ DESIGN		**Total Check Amount:**	**$11,157.50**
198333	DEPARTMENT OF JUSTICE	06/20/2025	13406	110141481	FINGERPRNT APPS MAY25	$473.00
			DEPARTMENT OF JUSTICE		**Total Check Amount:**	**$473.00**
198334	DEPARTMENT OF TRANSPORTATION	06/20/2025	13722	510707251	COOPAGRMNT 0771 APR25	$15,865.92
		06/20/2025	13722	510707251	COOPAGRMNT 0771 FEB25	$2,209.95
		06/20/2025	13722	510707251	COOPAGRMNT 0771 MAR25	$25,793.58
			DEPARTMENT OF TRANSPORTATION		**Total Check Amount:**	**$43,869.45**
198335	DOKKEN ENGINEERING	06/20/2025	33440	510707946	ENVIRNMNTL SVCS APR25	$7,194.62
			DOKKEN ENGINEERING		**Total Check Amount:**	**$7,194.62**
198336	SOUTHERN CALIFORNIA EDISON	06/20/2025	3343	110515121	ELECTRICITY MAY 2025	$2,729.68
		06/20/2025	3343	110515143	ELECTRICITY MAY 2025	$75.55
		06/20/2025	3343	490515151	ELECTRICITY MAY 2025	$46,783.79
			SOUTHERN CALIFORNIA EDISON		**Total Check Amount:**	**$49,589.02**
198337	EMPLOYMENT DEVELOPMENT DEPT	06/20/2025	7464	110	616106806 061325 PR	$100.00
			EMPLOYMENT DEVELOPMENT DEPT		**Total Check Amount:**	**$100.00**
198338	THE GAS COMPANY	06/20/2025	3749	420515131	GAS MAY 2025	$14.79
		06/20/2025	3749	490515151	GAS MAY 2025	$192.19
			THE GAS COMPANY		**Total Check Amount:**	**$206.98**
198339	GEMINI GROUP CONSULTING, LLC	06/20/2025	33427	420515131	CCR - POSTAGE REIMB	$5,078.14
			GEMINI GROUP CONSULTING, LLC		**Total Check Amount:**	**$5,078.14**
198340	GEOCON WEST, INC.	06/20/2025	32830	510707978	GEOTECH SVCS THRU2/23	$18,500.00
		06/20/2025	32830	510707978	GEOTECH SVCS THRU3/23	$17,175.00
		06/20/2025	32830	510707978	GEOTECH SVCS THRU4/20	$33,575.00
			GEOCON WEST, INC.		**Total Check Amount:**	**$69,250.00**
198341	ALLAN GUILLEN	06/20/2025	33524	110000000	REPORT REQUEST REFUND	$3.00
			ALLAN GUILLEN		**Total Check Amount:**	**$3.00**
198342	HYDROPRO SOLUTIONS	06/20/2025	31845	420515131	METERS FOR SALE	$3,511.99

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			HYDROPRO SOLUTIONS		**Total Check Amount:**	**$3,511.99**
198343	INTIME SOLUTIONS INC.	06/20/2025	20876	951	ILJAOC PAYROLL PROJCT	$5,400.00
			INTIME SOLUTIONS INC.		**Total Check Amount:**	**$5,400.00**
198344	JM POOL & SPA	06/20/2025	33527	830	B20-0545 VATHANADIREG	$250.00
			JM POOL & SPA		**Total Check Amount:**	**$250.00**
198345	KALA RESTORATION & CONSTRUCTION INC	06/20/2025	33532	110323243	BOARDUP SVC	$400.00
			KALA RESTORATION & CONSTRUCTION INC		**Total Check Amount:**	**$400.00**
198346	MONJARAS & WISMEYER GROUP INC.	06/20/2025	32179	110141481	PROFSVCS APR-MAY 25	$2,240.00
			MONJARAS & WISMEYER GROUP INC.		**Total Check Amount:**	**$2,240.00**
198347	MR CARLOS POOLS & CONSTRUCTION, INC	06/20/2025	26001	830	BLD-2020-00247 REFUND	$250.00
		06/20/2025	26001	830	BLD-2020-0243 REFUND	$250.00
			MR CARLOS POOLS & CONSTRUCTION, INC		**Total Check Amount:**	**$500.00**
198348	NATIONWIDE	06/20/2025	20975	110	4436 PET INS MAY 2025	$1,561.38
			NATIONWIDE		**Total Check Amount:**	**$1,561.38**
198349	NATURESCAPE POOLS	06/20/2025	33528	830	B20-0498 BOYLE	$250.00
		06/20/2025	33528	830	BLD-2021-00289 REFUND	$250.00
			NATURESCAPE POOLS		**Total Check Amount:**	**$500.00**
198350	ORANGE COUNTY WINWATER WORKS	06/20/2025	28030	420515131	PLUMBING SUPPLIES	$4,365.40
			ORANGE COUNTY WINWATER WORKS		**Total Check Amount:**	**$4,365.40**
198351	ORIGINAL EQUIPMENT AUTO SUPPLY	06/20/2025	32413	480515161	BALL JOINTS	$180.39
			ORIGINAL EQUIPMENT AUTO SUPPLY		**Total Check Amount:**	**$180.39**
198352	POOL ICONS	06/20/2025	33534	830	B20-519 TIJERNIO	$250.00
		06/20/2025	33534	830	BLD-2020-0871 REFUND	$250.00
		06/20/2025	33534	830	BLD-2021-00061 REFUND	$250.00
			POOL ICONS		**Total Check Amount:**	**$750.00**
198353	SECREATARY OF STATE	06/20/2025	33536	110323212	NOTARY EXAM/APPLICATN	$40.00
			SECREATARY OF STATE		**Total Check Amount:**	**$40.00**
198354	TELACU CONSTRUCTION MANAGEMENT, INC	06/20/2025	32829	510707978	CONST MGMT MAR 2025	$33,000.00
		06/20/2025	32829	510707978	CONST MGMT MAR-MAY25	$39,700.00
			TELACU CONSTRUCTION MANAGEMENT, INC		**Total Check Amount:**	**$72,700.00**
198355	TITAN POOLS	06/20/2025	19653	830	B20-926 PARK	$250.00
			TITAN POOLS		**Total Check Amount:**	**$250.00**
198356	TREECO ARBORIST, INC.	06/20/2025	3838	110515141	SOIL	$139.20
			TREECO ARBORIST, INC.		**Total Check Amount:**	**$139.20**
198357	TRI CITIES POOL SERVICE	06/20/2025	25245	830	B20-539 OH	$250.00
			TRI CITIES POOL SERVICE		**Total Check Amount:**	**$250.00**
198358	TURNOUT MAINTENANCE COMPANY, LLC	06/20/2025	19898	110222221	TURNOUT ALTERATIONS	$400.00

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			TURNOUT MAINTENANCE COMPANY, LLC		**Total Check Amount:**	**$400.00**
198359	UNIFIRST CORPORATION	06/20/2025	27988	110515121	UNIFORM SVCS JUN 2025	$16.31
		06/20/2025	27988	110515125	UNIFORM SVCS JUN 2025	$4.93
		06/20/2025	27988	110515141	UNIFORM SVCS JUN 2025	$24.70
		06/20/2025	27988	110515143	UNIFORM SVCS JUN 2025	$7.41
		06/20/2025	27988	110515144	UNIFORM SVCS JUN 2025	$26.70
		06/20/2025	27988	110515148	UNIFORM SVCS JUN 2025	$1.80
		06/20/2025	27988	360515145	UNIFORM SVCS JUN 2025	$5.52
		06/20/2025	27988	361515148	UNIFORM SVCS JUN 2025	$1.80
		06/20/2025	27988	420515131	UNIFORM SVCS JUN 2025	$30.24
		06/20/2025	27988	430515123	UNIFORM SVCS JUN 2025	$13.98
		06/20/2025	27988	440515126	UNIFORM SVCS JUN 2025	$2.85
		06/20/2025	27988	480515161	UNIFORM SVCS JUN 2025	$33.18
		06/20/2025	27988	490515151	UNIFORM SVCS JUN 2025	$72.87
			UNIFIRST CORPORATION		**Total Check Amount:**	**$242.29**
198360	USC FOUNDATION	06/20/2025	10128	420515131	25/26 MEMB RENEWAL	$573.10
			USC FOUNDATION		**Total Check Amount:**	**$573.10**
198361	VOHNE LICHE KENNELS, INC	06/20/2025	33035	110212131	MAINT TRAINING MAY25	$500.00
			VOHNE LICHE KENNELS, INC		**Total Check Amount:**	**$500.00**
198362	XEROX CORPORATION	06/20/2025	3349	110141441	B91 FIERY MAY25	$203.73
		06/20/2025	3349	110141441	NON-PO ADJ	($3,956.55)
		06/20/2025	3349	110141441	PRIMELINK 2/1-4/30	$3,956.55
		06/20/2025	3349	110141441	PRIMELINK 4/24-5/22	$1,318.85
		06/20/2025	3349	110141441	PRINT CHGS 4/24-5/22	$36.95
		06/20/2025	3349	110141441	UDIRECTS MNT MAY25	$158.83
		06/20/2025	3349	110141441	VR280 PRESS MAY25	$1,370.72
		06/20/2025	3349	110141441	VR280 USAGE MAY25	$840.80
		06/20/2025	3349	110141441	VR280STND MAY 2025	$478.41
			XEROX CORPORATION		**Total Check Amount:**	**$4,408.29**
					Check Subtotal	**$517,623.40**
V59554	ADMINISTRATIVE & PROF	06/20/2025	3344	110	4010 APEA MEMB 061325	$552.00
			ADMINISTRATIVE & PROF		**Total Check Amount:**	**$552.00**
V59555	THE ADVANTAGE GROUP	06/20/2025	24539	110	808B FSADEPCAR 061325	$2,971.71
		06/20/2025	24539	110	808C FSA URMED 061325	$5,260.91
			THE ADVANTAGE GROUP		**Total Check Amount:**	**$8,232.62**
V59556	LARRY ALANIS	06/20/2025	32661	110404424	UMPIRE FEES 6/9/25	$111.00
			LARRY ALANIS		**Total Check Amount:**	**$111.00**

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V59557	ALLSTAR FIRE EQUIPMENT	06/20/2025	8353	110222221	LITTER - RIG	$1,309.38
			ALLSTAR FIRE EQUIPMENT		**Total Check Amount:**	**$1,309.38**
V59558	ANAHEIM ICE MANAGEMENT	06/20/2025	15170	110404145	ICE SKATING	$460.00
			ANAHEIM ICE MANAGEMENT		**Total Check Amount:**	**$460.00**
V59559	BOYS & GIRLS CLUB	06/20/2025	32619	902009104	PROGRAM STAFF FEB25	$5,192.00
		06/20/2025	32619	902009104	PROGRAM STAFF MAR25	$2,987.20
			BOYS & GIRLS CLUB		**Total Check Amount:**	**$8,179.20**
V59560	BOYS & GIRLS CLUBS	06/20/2025	32582	902009100	PROGRAM STAFF APR25	$6,090.00
		06/20/2025	32582	902009100	PROGRAM STAFF FEB25	$6,090.00
		06/20/2025	32582	902009100	PROGRAM STAFF MAR25	$6,090.00
			BOYS & GIRLS CLUBS		**Total Check Amount:**	**$18,270.00**
V59561	BOYS & GIRLS CLUB	06/20/2025	32578	902009102	PRGRAM STAFF OCT24	$5,072.00
		06/20/2025	32578	902009102	PROGRAM STAFF DEC24	$4,355.00
		06/20/2025	32578	902009102	PROGRAM STAFF FEB25	$5,305.00
		06/20/2025	32578	902009102	PROGRAM STAFF JAN25	$3,840.00
		06/20/2025	32578	902009102	PROGRAM STAFF MAR25	$4,450.00
		06/20/2025	32578	902009102	PROGRAM STAFF NOV24	$4,763.00
			BOYS & GIRLS CLUB		**Total Check Amount:**	**$27,785.00**
V59562	BPSEA MEMORIAL FOUNDATION	06/20/2025	14990	110	4050 MEMORIAL 061325	$95.50
			BPSEA MEMORIAL FOUNDATION		**Total Check Amount:**	**$95.50**
V59563	BREA CITY EMPLOYEES ASSOCIATION	06/20/2025	3236	110	4005 BCEA MEMB 061325	$792.00
			BREA CITY EMPLOYEES ASSOCIATION		**Total Check Amount:**	**$792.00**
V59564	THE BREA EDUCATION FOUNDATION	06/20/2025	32587	902009111	PROGRAM EXP DEC24	$824.50
		06/20/2025	32587	902009111	PROGRAM EXP FEB25	$1,691.89
		06/20/2025	32587	902009111	PROGRAM EXP JAN25	$1,103.40
		06/20/2025	32587	902009111	PROGRAM STAFF DEC24	$4,946.52
		06/20/2025	32587	902009111	PROGRAM STAFF FEB25	$4,413.21
		06/20/2025	32587	902009111	PROGRAM STAFF JAN25	$5,240.04
			THE BREA EDUCATION FOUNDATION		**Total Check Amount:**	**$18,219.56**
V59565	BREA FIREFIGHTERS ASSOCIATION	06/20/2025	3237	110	4016 ASSOCMEMB 061325	$3,974.00
			BREA FIREFIGHTERS ASSOCIATION		**Total Check Amount:**	**$3,974.00**
V59566	BREA POLICE ASSOCIATION	06/20/2025	3769	110	4030 BPA REG 061325	$3,500.00
			BREA POLICE ASSOCIATION		**Total Check Amount:**	**$3,500.00**
V59567	BREA POLICE ATHLETIC LEAGUE	06/20/2025	1068	110	5010 B.P.A.L. 061325	$125.00
			BREA POLICE ATHLETIC LEAGUE		**Total Check Amount:**	**$125.00**
V59568	BREA POLICE MANAGEMENT ASSOCIATION	06/20/2025	21189	110	4019 LDF MEMB 061325	$57.00
		06/20/2025	21189	110	4020 PMA MEMB 061325	$162.50
			BREA POLICE MANAGEMENT ASSOCIATION		**Total Check Amount:**	**$219.50**

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V59569	BUCKNAM INFRASTRUCTURE GROUP, INC	06/20/2025	23775	260515121	BIENNIAL PMP UPDATE	$390.00
			BUCKNAM INFRASTRUCTURE GROUP, INC		**Total Check Amount:**	**$390.00**
V59570	C. WELLS PIPELINE MATERIALS INC	06/20/2025	13055	110515143	RPL STOLEN BACKFLOW	$1,670.13
		06/20/2025	13055	420515131	PLUMBING SUPPLIES	$721.92
			C. WELLS PIPELINE MATERIALS INC		**Total Check Amount:**	**$2,392.05**
V59571	CHRYSALIS, CHRYSALIS ENTERPRISES	06/20/2025	32584	902009100	PROGRAM EXP FEB25	$454.60
		06/20/2025	32584	902009100	PROGRAM EXP MAR25	$32.29
		06/20/2025	32584	902009100	PROGRAM STAFF FEB25	$1,883.24
		06/20/2025	32584	902009100	PROGRAM STAFF MAR25	$1,937.23
			CHRYSALIS, CHRYSALIS ENTERPRISES		**Total Check Amount:**	**$4,307.36**
V59572	COMMUNICATIONS LAB	06/20/2025	32590	902009100	PROF SVCS APR 2025	$4,000.00
			COMMUNICATIONS LAB		**Total Check Amount:**	**$4,000.00**
V59573	THE CONNECTION CORPORATION	06/20/2025	31669	110404523	COUNSELING SVCS MAY25	$3,510.00
			THE CONNECTION CORPORATION		**Total Check Amount:**	**$3,510.00**
V59574	CORELOGIC	06/20/2025	25542	280323215	REAL EST LSTING MAY25	$185.00
			CORELOGIC		**Total Check Amount:**	**$185.00**
V59575	CSG CONSULTANTS	06/20/2025	25540	110000000	PLAN CHECK SVCS MAY25	$142.00
		06/20/2025	25540	84032324P	PLAN CHECK SVCS MAY25	$4,118.00
			CSG CONSULTANTS		**Total Check Amount:**	**$4,260.00**
V59576	EQUIPMENT DIRECT INC	06/20/2025	4522	110515141	SAFETY EQUIPMENT	$59.59
			EQUIPMENT DIRECT INC		**Total Check Amount:**	**$59.59**
V59577	FLAGSHIP DESIGN GROUP, INC.	06/20/2025	32818	110404424	ADULT SPORT SHIRTS	$522.70
			FLAGSHIP DESIGN GROUP, INC.		**Total Check Amount:**	**$522.70**
V59578	STACY GARCIA	06/20/2025	31680	110212122	MILEAGE MAY 2025	$20.09
			STACY GARCIA		**Total Check Amount:**	**$20.09**
V59579	GEORGE HILLS COMPANY	06/20/2025	27340	470141483	PECF REGISTRATION FEE	$95.00
			GEORGE HILLS COMPANY		**Total Check Amount:**	**$95.00**
V59580	GRAINGER	06/20/2025	13634	110222211	BATTERIES	$640.43
			GRAINGER		**Total Check Amount:**	**$640.43**
V59581	GABRIEL HANNAH	06/20/2025	17533	110404424	UMPIRE FEES 6/9/25	$111.00
			GABRIEL HANNAH		**Total Check Amount:**	**$111.00**
V59582	MONA HERNANDEZ	06/20/2025	23114	110404215	MASSAGE	$1,028.20
			MONA HERNANDEZ		**Total Check Amount:**	**$1,028.20**
V59583	HOLLY ELECTRIC INC.	06/20/2025	27530	346515112	MD6 WALKWAY LIGHT RPR	$1,117.01
			HOLLY ELECTRIC INC.		**Total Check Amount:**	**$1,117.01**
V59584	HOMELESS INTERVENTION SVCS OF OC	06/20/2025	32581	902009100	PROGRAM EXP APR25	$774.07
		06/20/2025	32581	902009100	PROGRAM STAFF APR25	$2,241.80
			HOMELESS INTERVENTION SVCS OF OC		**Total Check Amount:**	**$3,015.87**

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V59585	HOPE CENTER OF ORANGE COUNTY	06/20/2025	33362	902009100	CONF & TRNG JUN25	$3,000.00
		HOPE CENTER OF ORANGE COUNTY			**Total Check Amount:**	**$3,000.00**
V59586	THE HUB OC	06/20/2025	32579	902009109	PROGRAM EXP APR25	$562.10
		06/20/2025	32579	902009109	PROGRAM EXP MAR25	$82.81
		06/20/2025	32579	902009109	PROGRAM STAFF APR25	$5,558.53
		06/20/2025	32579	902009109	PROGRAM STAFF MAR25	$10,112.59
		THE HUB OC			**Total Check Amount:**	**$16,316.03**
V59587	INFOSEND, INC.	06/20/2025	19016	110222231	APR/MAY25 FIRE	$53.83
		06/20/2025	19016	110323214	APR/MAY25 COMM DEV	$54.18
		06/20/2025	19016	110404215	APR/MAY25 FITNESS	$53.83
		06/20/2025	19016	110404311	APR/MAY25 BCC	$107.66
		06/20/2025	19016	110404421	APR/MAY25 SPCL EVENTS	$108.35
		06/20/2025	19016	110404521	APR/MAY25 SR. CENTER	$54.17
		06/20/2025	19016	110404542	APR/MAY25 THEATRE	$53.83
		06/20/2025	19016	110515111	APR/MAY25 PW	$53.83
		06/20/2025	19016	420141421	APR/MAY PRNT IMGE ARC	$567.33
		06/20/2025	19016	420141421	APR/MAY WTR: POSTAGE	$10,783.21
		06/20/2025	19016	420141421	APR/MAY: PRNT/MAIL	$3,447.69
		06/20/2025	19016	420141421	PROGRAMMING FEE 5/14	$260.00
		INFOSEND, INC.			**Total Check Amount:**	**$15,597.91**
V59588	INLAND ROUNDBALL OFFICIALS INC.	06/20/2025	31906	110404424	REFEREE FEES 6/5-6/10	$1,480.00
		INLAND ROUNDBALL OFFICIALS INC.			**Total Check Amount:**	**$1,480.00**
V59589	LA PALMA COMMUNITY FOUNDATION	06/20/2025	32650	902009110	PROGRAM EXP MAR25	$4,681.51
		06/20/2025	32650	902009110	PROGRAM STAFF DEC24	$9,315.20
		06/20/2025	32650	902009110	PROGRAM STAFF FEB25	$10,010.22
		06/20/2025	32650	902009110	PROGRAM STAFF JAN25	$10,173.09
		06/20/2025	32650	902009110	PROGRAM STAFF MAR25	$9,315.20
		06/20/2025	32650	902009110	PROGRAM STAFF NOV24	$11,570.73
		LA PALMA COMMUNITY FOUNDATION			**Total Check Amount:**	**$55,065.95**
V59590	LIFE-ASSIST, INC.	06/20/2025	10530	174222222	PM SUPPLIES FS4	$560.30
		06/20/2025	10530	174222225	PM SUPPLIES FS2	$1,115.80
		LIFE-ASSIST, INC.			**Total Check Amount:**	**$1,676.10**
V59591	LINEGEAR	06/20/2025	23894	110222221	BOOTS	$1,750.61
		LINEGEAR			**Total Check Amount:**	**$1,750.61**
V59592	LONG BEACH BMW	06/20/2025	18120	480515161	HELMET LOCK	$75.10
		LONG BEACH BMW			**Total Check Amount:**	**$75.10**
V59593	LOS ANGELES TRUCK CENTERS, LLC	06/20/2025	7300	480515161	V-POD	$682.40
		LOS ANGELES TRUCK CENTERS, LLC			**Total Check Amount:**	**$682.40**

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V59594	METRO CITIES FIRE AUTHORITY	06/20/2025	23145	110222211	E-DSR METRONET REPORT	$3,477.78
			METRO CITIES FIRE AUTHORITY		**Total Check Amount:**	**$3,477.78**
V59595	MICHAEL BAKER INTERNATIONAL, INC.	06/20/2025	31634	110515121	PROF SVCS MAR 2025	$9,735.02
		06/20/2025	31634	510707442	PROF SVCS MAR 2025	$25,500.25
		06/20/2025	31634	84032323E	AMAZON EIR 5/25/25	$15,144.47
			MICHAEL BAKER INTERNATIONAL, INC.		**Total Check Amount:**	**$50,379.74**
V59596	CAITLIN MOHNEY	06/20/2025	29108	110404521	YOGA MAY 2025	$120.00
			CAITLIN MOHNEY		**Total Check Amount:**	**$120.00**
V59597	ORANGE COUNTY BAR FOUNDATION	06/20/2025	32614	902009100	PROGRAM STAFF APR25	$2,272.50
		06/20/2025	32614	902009100	PROGRAM STAFF MAR25	$2,272.50
			ORANGE COUNTY BAR FOUNDATION		**Total Check Amount:**	**$4,545.00**
V59598	OC UNITED TOGETHER, INC.	06/20/2025	32617	902009100	THRIVE PROG STF APR25	$5,392.00
		06/20/2025	32617	902009104	SFYC PROG STAFF APR25	$4,396.00
			OC UNITED TOGETHER, INC.		**Total Check Amount:**	**$9,788.00**
V59599	OCCC	06/20/2025	22532	902009100	PROG STAFF FEB-MAR25	$5,129.61
			OCCC		**Total Check Amount:**	**$5,129.61**
V59600	APPLEDORE, INC DBA OUTREACH GRID	06/20/2025	32440	902009100	O/R GRID LICENSE #4	$91,188.00
			APPLEDORE, INC DBA OUTREACH GRID		**Total Check Amount:**	**$91,188.00**
V59601	PLUMBING WHOLESALE OUTLET, INC.	06/20/2025	18392	110515141	CITY HALL EQUIPMENT	$286.39
			PLUMBING WHOLESALE OUTLET, INC.		**Total Check Amount:**	**$286.39**
V59602	PROFORCE LAW ENFORCEMENT	06/20/2025	25486	110212131	FIREARM EQUIPMENT	$3,943.65
		06/20/2025	25486	110212131	FIREARMS EQUIPMENT	$978.37
			PROFORCE LAW ENFORCEMENT		**Total Check Amount:**	**$4,922.02**
V59603	SITEONE LANDSCAPE SUPPLY, LLC	06/20/2025	25942	110515141	EQUIPMENT	$829.32
		06/20/2025	25942	110515141	FERTILIZER	$307.01
			SITEONE LANDSCAPE SUPPLY, LLC		**Total Check Amount:**	**$1,136.33**
V59604	SKYHAWKS SPORTS ACADEMY, INC.	06/20/2025	18097	110404145	MULTISPORT TOTS	$792.00
			SKYHAWKS SPORTS ACADEMY, INC.		**Total Check Amount:**	**$792.00**
V59605	SOL CONSTRUCTION, INC.	06/20/2025	32473	465515149	CONSTRUCTION WORK	$3,789.00
		06/20/2025	32473	465515149	IRRIGATION WORK	$3,800.00
			SOL CONSTRUCTION, INC.		**Total Check Amount:**	**$7,589.00**
V59606	SOOTHING ESCAPE MASSAGE LLC	06/20/2025	31650	110404215	MASSAGE MEMBR RATE	$453.60
			SOOTHING ESCAPE MASSAGE LLC		**Total Check Amount:**	**$453.60**
V59607	STOTZ EQUIPMENT	06/20/2025	24388	480515161	DEFLECTORS	$264.89
			STOTZ EQUIPMENT		**Total Check Amount:**	**$264.89**
V59608	SYA FOUNDATION	06/20/2025	32610	902009100	PROF SVCS JAN-APR25	$5,150.00
			SYA FOUNDATION		**Total Check Amount:**	**$5,150.00**
V59609	THOMSON REUTERS - WEST	06/20/2025	22020	110212121	CLR LAW ENF+ENT MAY25	$590.88

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
			THOMSON REUTERS - WEST		**Total Check Amount:**	**$590.88**
V59610	TIM SHAW & ASSOCIATES	06/20/2025	32567	902009100	PROGRAM STAFF APR25	$300.00
			TIM SHAW & ASSOCIATES		**Total Check Amount:**	**$300.00**
V59611	TOWNSEND PUBLIC AFFAIRS, INC.	06/20/2025	18881	110111145	CONSULTING SVCS JUN25	$1,625.00
		06/20/2025	18881	410111145	CONSULTING SVCS JUN25	$1,625.00
		06/20/2025	18881	420111145	CONSULTING SVCS JUN25	$1,625.00
		06/20/2025	18881	430111145	CONSULTING SVCS JUN25	$1,625.00
			TOWNSEND PUBLIC AFFAIRS, INC.		**Total Check Amount:**	**$6,500.00**
V59612	TOM MALLOY CORPORATION	06/20/2025	16935	420515131	PLATE RENTALS	$453.68
			TOM MALLOY CORPORATION		**Total Check Amount:**	**$453.68**
V59613	TURBO DATA SYSTEMS, INC.	06/20/2025	1472	110212122	CITATION PROC MAY25	$459.12
		06/20/2025	1472	110212122	HH TPM LEASE MAY25	$312.48
			TURBO DATA SYSTEMS, INC.		**Total Check Amount:**	**$771.60**
V59614	UNDERGROUND SERVICE ALERT/SC	06/20/2025	4537	420515131	DSB FEE 6/1/25	$141.16
		06/20/2025	4537	420515131	DSB WTRDIST 6/1/25	$70.58
		06/20/2025	4537	420515131	UGTICKETS SEWER MAY25	$417.00
		06/20/2025	4537	420515131	UGTICKETS WATER MAY25	$213.50
			UNDERGROUND SERVICE ALERT/SC		**Total Check Amount:**	**$842.24**
V59615	US BANK XX0338 CITY MGR	06/20/2025	24704	110	CALCARD-MGMTSV-052225	$3,230.35
		06/20/2025	24704	110111111	CALCARD-MGMTSV-052225	$268.61
		06/20/2025	24704	110111143	CALCARD-MGMTSV-052225	$772.24
		06/20/2025	24704	110111151	CALCARD-MGMTSV-052225	$331.07
		06/20/2025	24704	110141481	CALCARD-MGMTSV-052225	$9.68
		06/20/2025	24704	110323214	CALCARD-MGMTSV-052225	$1,199.56
		06/20/2025	24704	902009100	CALCARD-MGMTSV-052225	$126.42
			US BANK XX0338 CITY MGR		**Total Check Amount:**	**$5,937.93**
V59616	US BANK XX0312 HR	06/20/2025	24776	110111143	CALCARDS-HR 052225	$343.22
		06/20/2025	24776	110141481	CALCARDS-HR 052225	$1,556.20
			US BANK XX0312 HR		**Total Check Amount:**	**$1,899.42**
V59619	US BANK XX0593 COMM SVC	06/20/2025	24777	110	EF-CALCARD 052225	$11.42
		06/20/2025	24777	110	HE-CALCARD 052225	$25.67
		06/20/2025	24777	110	NA-CALCARD 052225	$18.91
		06/20/2025	24777	110111143	AR-CALCARD 052225	$157.13
		06/20/2025	24777	110111143	CH-CALCARD 052225	$42.82
		06/20/2025	24777	110323231	CH-CALCARD 052225	$189.22
		06/20/2025	24777	110404211	AC-CALCARD 052225	$95.98
		06/20/2025	24777	110404211	HE-CALCARD 052225	$65.64
		06/20/2025	24777	110404211	JN-CALCARD 052225	$158.18

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V59619	US BANK XX0593 COMM SVC	06/20/2025	24777	110404215	AC-CALCARD 052225	$106.00
		06/20/2025	24777	110404215	AU-CALCARD 052225	$229.37
		06/20/2025	24777	110404215	DA-CALCARD 052225	$1,257.70
		06/20/2025	24777	110404217	JS-CALCARD 052225	$560.60
		06/20/2025	24777	110404224	MM-CALCARD 052225	$71.10
		06/20/2025	24777	110404224	SS-CALCARD 052225	$445.39
		06/20/2025	24777	110404311	CH-CALCARD 052225	$290.67
		06/20/2025	24777	110404311	JN-CALCARD 052225	$1,477.04
		06/20/2025	24777	110404311	KS-CALCARD 052225	$713.30
		06/20/2025	24777	110404421	AF-CALCARD 052225	$240.00
		06/20/2025	24777	110404421	AR-CALCARD 052225	$4,984.54
		06/20/2025	24777	110404421	KS-CALCARD 052225	$2,519.79
		06/20/2025	24777	110404422	BH-CALCARD 052225	$131.86
		06/20/2025	24777	110404425	MM-CALCARD 052225	$651.02
		06/20/2025	24777	110404425	SS CALCARD 052225	($532.11)
		06/20/2025	24777	110404425	SS-CALCARD 052225	$678.06
		06/20/2025	24777	110404426	BH-CALCARD 052225	$246.82
		06/20/2025	24777	110404428	JS-CALCARD 052225	$803.49
		06/20/2025	24777	110404429	JS-CALCARD 052225	$163.00
		06/20/2025	24777	110404429	MM-CALCARD 052225	$844.37
		06/20/2025	24777	110404521	AJ-CALCARD 052225	$569.78
		06/20/2025	24777	110404521	AM-CALCARD 052225	$2,075.33
		06/20/2025	24777	110404521	JJ-CALCARD 052225	$111.45
		06/20/2025	24777	110404521	NG-CALCARD 052225	$23.06
		06/20/2025	24777	110404521	RM-CALCARD 052225	$660.00
		06/20/2025	24777	110404521	TT-CALCARD 052225	$2,095.13
		06/20/2025	24777	110404523	VU-CALCARD 052225	$512.03
		06/20/2025	24777	110404541	KF CALCARD 052225	$341.82
		06/20/2025	24777	110404541	NA-CALCARD 052225	$910.01
		06/20/2025	24777	110404542	EF-CALCARD 052225	$701.27
		06/20/2025	24777	110404542	HH-CALCARD 052225	$120.41
		06/20/2025	24777	110404542	KH-CALCARD 052225	$124.88
		06/20/2025	24777	110404542	KK-CALCARD 052225	$215.30
		06/20/2025	24777	902009100	DF-CALCARD 052225	$1,559.18
				US BANK XX0593 COMM SVC	**Total Check Amount:**	**$26,666.63**
V59620	US BANK XX0502 COMM & MKTG	06/20/2025	24778	110111143	CALCARDS-0525LP	$464.14
		06/20/2025	24778	110111151	CALCARDS-0525AM	$97.20

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V59620	US BANK XX0502 COMM & MKTG	06/20/2025	24778	110111151	CALCARDS-0525LP	$52.00
		06/20/2025	24778	110111151	CALCARDS-0525RS	$120.00
		06/20/2025	24778	110111152	CALCARDS-0525DF	$587.72
				US BANK XX0502 COMM & MKTG	**Total Check Amount:**	**$1,321.06**
V59621	US BANK XX0353 COMM DEV	06/20/2025	24779	110323212	CALCARD COMDEV 052225	$826.91
		06/20/2025	24779	110323214	CALCARD COMDEV 052225	$2,683.46
		06/20/2025	24779	110323231	CALCARD COMDEV 052225	$275.00
				US BANK XX0353 COMM DEV	**Total Check Amount:**	**$3,785.37**
V59622	US BANK XX0270 ADMIN SVCS	06/20/2025	24781	110	CALCARDS-ADMIN 052225	$249.98
		06/20/2025	24781	110111111	CALCARDS-ADMIN 052225	$81.90
		06/20/2025	24781	110111143	CALCARDS-ADMIN 052225	$1,045.23
		06/20/2025	24781	110111161	CALCARDS-C.CLK 052225	$1,571.70
		06/20/2025	24781	110141431	CALCARDS-ADMIN 052225	$90.00
		06/20/2025	24781	110141441	CALCARDS-ADMIN 052225	$650.67
		06/20/2025	24781	110141481	CALCARDS-ADMIN 052225	$325.00
		06/20/2025	24781	480515161	CALCARDS-ADMIN 052225	$77.85
		06/20/2025	24781	960000000	CALCARDS-ADMIN 052225	$826.20
				US BANK XX0270 ADMIN SVCS	**Total Check Amount:**	**$4,918.53**
V59623	US BANK XX0650 FIRE	06/20/2025	24782	110222211	CALCARDS-FIRE 052225	$217.74
		06/20/2025	24782	110222213	CALCARDS-FIRE 052225	$202.50
		06/20/2025	24782	110222221	CALCARDS-FIRE 052225	$3,569.50
		06/20/2025	24782	110222223	CALCARDS-FIRE 052225	$1,390.70
		06/20/2025	24782	110222231	CALCARDS-FIRE 052225	$1,383.06
		06/20/2025	24782	174222222	CALCARDS-FIRE 052225	$473.94
				US BANK XX0650 FIRE	**Total Check Amount:**	**$7,237.44**
V59624	US BANK XX0346 IT	06/20/2025	24783	110141481	CALCARDS-IT 052225	$1,432.06
		06/20/2025	24783	110222223	CALCARDS-IT 052225	$29.98
		06/20/2025	24783	110404521	CALCARDS-IT 052225	$529.28
		06/20/2025	24783	110515125	CALCARDS-IT 052225	$202.34
		06/20/2025	24783	280323215	CALCARDS-IT 052225	$25.00
		06/20/2025	24783	460141474	CALCARDS-IT 052225	$1,027.76
		06/20/2025	24783	475141471	CALCARDS-IT 052225	$936.69
				US BANK XX0346 IT	**Total Check Amount:**	**$4,183.11**
V59627	US BANK XX0221 PW	06/20/2025	24784	110	CALCARDS-PW 052225	($379.70)
		06/20/2025	24784	110111143	CALCARDS-PW 052225	$15.02
		06/20/2025	24784	110212121	CALCARDS-PW 052225	$45.71
		06/20/2025	24784	110222221	CALCARDS-PW 052225	$50.04

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V59627	US BANK XX0221 PW	06/20/2025	24784	110515111	CALCARDS-PW 052225	$100.00
		06/20/2025	24784	110515121	CALCARDS-PW 052225	$66.26
		06/20/2025	24784	110515125	CALCARDS-PW 052225	$426.48
		06/20/2025	24784	110515141	CALCARDS-PW 052225	$2,934.40
		06/20/2025	24784	110515143	CALCARDS-PW 052225	$480.31
		06/20/2025	24784	360515145	CALCARDS-PW 052225	$961.08
		06/20/2025	24784	410515124	CALCARDS-PW 052225	$119.60
		06/20/2025	24784	410515132	CALCARDS-PW 052225	$7.93
		06/20/2025	24784	420515131	CALCARDS-PW 052225	$3,938.32
		06/20/2025	24784	430515123	CALCARDS-PW 052225	$1,409.14
		06/20/2025	24784	440515126	CALCARDS-PW 052225	$84.30
		06/20/2025	24784	480515161	CALCARDS-PW 052225	$3,450.17
		06/20/2025	24784	490515151	CALCARDS-PW 052225	$2,360.99
				US BANK XX0221 PW	**Total Check Amount:**	**$16,070.05**
V59630	US BANK XX0544 POLICE	06/20/2025	24785	110	CALCARDS-052225 POL	$868.86
		06/20/2025	24785	110	CALCARDS-S.TAX052225	($156.86)
		06/20/2025	24785	110141481	CALCARDS-052225 POL	$428.83
		06/20/2025	24785	110212111	CALCARDS-052225 POL	$5,478.95
		06/20/2025	24785	110212121	CALCARDS-052225 POL	$1,866.76
		06/20/2025	24785	110212122	CALCARDS-052225 POL	$33.59
		06/20/2025	24785	110212131	CALCARDS-052225 POL	$885.43
		06/20/2025	24785	110212132	CALCARDS-052225 POL	$732.68
		06/20/2025	24785	110212133	CALCARDS-052225 POL	($2,759.54)
		06/20/2025	24785	110212134	CALCARDS-052225 POL	$4,265.66
		06/20/2025	24785	110212134	CALCARDS-S.TAX052225	$156.86
		06/20/2025	24785	110212141	CALCARDS-052225 POL	$5,866.10
		06/20/2025	24785	172212133	CALCARDS-052225 POL	$2,112.61
		06/20/2025	24785	234	CALCARDS-S.TAX052225	($96.10)
		06/20/2025	24785	234212143	CALCARDS-052225 POL	$2,676.97
		06/20/2025	24785	234212143	CALCARDS-S.TAX052225	$96.10
		06/20/2025	24785	480515161	CALCARDS-052225 POL	$753.07
				US BANK XX0544 POLICE	**Total Check Amount:**	**$23,209.97**
V59631	US BANK XX3401 PW- ADMIN	06/20/2025	24786	110	CALCARD S .TAX 052225	($9.84)
		06/20/2025	24786	110111143	CALCARDS PWADM 052225	$20.00
		06/20/2025	24786	110515111	CALCARD S .TAX 052225	$9.84
		06/20/2025	24786	110515111	CALCARDS PWADM 052225	$416.71
		06/20/2025	24786	110515171	CALCARDS PWADM 052225	$535.38

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V59631	US BANK XX3401 PW- ADMIN	06/20/2025	24786	410515132	CALCARDS PWADM 052225	$7.52
			US BANK XX3401 PW- ADMIN		**Total Check Amount:**	**$979.61**
V59632	VIRTUAL PROJECT MANAGER	06/20/2025	23508	510515171	CIP SW BCKUP/ST JUN25	$500.00
			VIRTUAL PROJECT MANAGER		**Total Check Amount:**	**$500.00**
V59633	FRANCESCA GIULIANA VIVANTI	06/20/2025	32128	440515122	MILEAGE MAY 2025	$30.10
			FRANCESCA GIULIANA VIVANTI		**Total Check Amount:**	**$30.10**
V59634	WILLDAN ENGINEERING	06/20/2025	12445	510707251	PROF SVCS THRU 5/2	$2,448.00
		06/20/2025	12445	510707312	PROF SVCS THRU 5/2	$151.00
		06/20/2025	12445	510707476	PROF SVCS THRU 4/4	$937.75
			WILLDAN ENGINEERING		**Total Check Amount:**	**$3,536.75**
V59635	SARA L. WOODWARD	06/20/2025	26083	110212122	MILEAGE MAY 2025	$94.71
			SARA L. WOODWARD		**Total Check Amount:**	**$94.71**
					Voucher Subtotal	**$508,174.60**

TOTAL **$1,025,798.00**

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
198363	A & M POOLS INC	06/27/2025	26000	830	BLD-2020-00715 REFUND	$250.00
			A & M POOLS INC		**Total Check Amount:**	**$250.00**
198364	AFFORDABLE ADDITIONS	06/27/2025	25549	830	BLD-2021-00081 REFUND	$250.00
			AFFORDABLE ADDITIONS		**Total Check Amount:**	**$250.00**
198365	GENEVA ELIZABETH ALLEN	06/27/2025	33547	110404541	AWARD #1 - THE HERMIT	$100.00
			GENEVA ELIZABETH ALLEN		**Total Check Amount:**	**$100.00**
198366	DARREN ALVAREZ	06/27/2025	33548	110404541	1ST PLACE - THE TOOL	$750.00
			DARREN ALVAREZ		**Total Check Amount:**	**$750.00**
198367	AON RISK INSURANCE SVCS WEST, INC.	06/27/2025	26311	234212143	25/26 EARTHQUAKE DIC	$17,683.00
			AON RISK INSURANCE SVCS WEST, INC.		**Total Check Amount:**	**$17,683.00**
198368	GERARDO AVILUCEA	06/27/2025	33549	830	BLD-2021-00332 REFUND	$250.00
			GERARDO AVILUCEA		**Total Check Amount:**	**$250.00**
198369	BADGER METER, INC	06/27/2025	33256	420515131	METERS	$5,114.60
			BADGER METER, INC		**Total Check Amount:**	**$5,114.60**
198370	ARIEL DIZON BARISH	06/27/2025	33550	110404541	AWARD #1-ONE FINE DAY	$150.00
			ARIEL DIZON BARISH		**Total Check Amount:**	**$150.00**
198371	BELLAGIO CONSTRUCTION INC.	06/27/2025	25351	830	BLD-2021-00437 REFUND	$250.00
			BELLAGIO CONSTRUCTION INC.		**Total Check Amount:**	**$250.00**
198372	AGNIESZKA BORZUCHOWSKI	06/27/2025	31169	110	SUMMER SERENADE PMT	$316.89
			AGNIESZKA BORZUCHOWSKI		**Total Check Amount:**	**$316.89**
198373	BREA URGENT CARE	06/27/2025	24391	110141481	HR MED SVCS MAY 2025	$983.00
			BREA URGENT CARE		**Total Check Amount:**	**$983.00**
198374	C J BERNAL CONSTRUCTION CO	06/27/2025	33551	830	BLD-2020-00579 REFUND	$250.00
			C J BERNAL CONSTRUCTION CO		**Total Check Amount:**	**$250.00**
198375	CERTIFIED SEWER INSPECTION, LLC	06/27/2025	32539	430515123	TRAINING	$1,240.00
			CERTIFIED SEWER INSPECTION, LLC		**Total Check Amount:**	**$1,240.00**
198376	WAN-CHIN CHANG	06/27/2025	31176	110	SUMMER SERENADE PMT	$316.89
			WAN-CHIN CHANG		**Total Check Amount:**	**$316.89**
198377	AVA XIAOSY CHEN	06/27/2025	33552	110404541	AWARD #1 - GOLDEN	$150.00
			AVA XIAOSY CHEN		**Total Check Amount:**	**$150.00**
198378	CINTAS	06/27/2025	24347	110404542	FIRSTAID RESTOCK THTR	$200.45
		06/27/2025	24347	110404211	FIRST AID RESTOCK BCC	$207.21
			CINTAS		**Total Check Amount:**	**$407.66**
198379	CHAD CLIFFORD	06/27/2025	33571	110000000	BLD-2025-00147 REFUND	($0.36)
		06/27/2025	33571	84032324P	BLD-2025-00147 REFUND	$0.36
		06/27/2025	33571	840000000	BLD-2025-00147 REFUND	$636.00
			CHAD CLIFFORD		**Total Check Amount:**	**$636.00**
198380	COMMERCIAL AQUATIC SERVICES,	06/27/2025	25513	110404422	BULK CHEMS	$861.52

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	INC.					
			COMMERCIAL AQUATIC SERVICES, INC.		**Total Check Amount:**	**$861.52**
198381	COUNTY OF ORANGE	06/27/2025	4799	110212122	AFIS FEES MAY 2025	$1,441.00
			COUNTY OF ORANGE		**Total Check Amount:**	**$1,441.00**
198382	COUNTY OF ORANGE	06/27/2025	4799	110212122	ARIS FEES JUNE 2025	$1,441.00
			COUNTY OF ORANGE		**Total Check Amount:**	**$1,441.00**
198383	COUNTY OF ORANGE	06/27/2025	4799	172212133	RADIO PROG BR1 APR25	$208.50
			COUNTY OF ORANGE		**Total Check Amount:**	**$208.50**
198384	MICHELLE DAHL	06/27/2025	33553	110404541	AWARD #1-SPECTER	$150.00
			MICHELLE DAHL		**Total Check Amount:**	**$150.00**
198385	DELTA T HVAC, INC.	06/27/2025	28265	490515151	HVAC REPAIRS	$1,250.00
			DELTA T HVAC, INC.		**Total Check Amount:**	**$1,250.00**
198386	DIXIE FRIEND GAY	06/27/2025	31503	110404541	ONE TIME HONORARIUM	$200.00
			DIXIE FRIEND GAY		**Total Check Amount:**	**$200.00**
198387	MATTHEW EAGAN	06/27/2025	32990	110404541	AWARD #1-FACEMELTER	$150.00
			MATTHEW EAGAN		**Total Check Amount:**	**$150.00**
198388	SOUTHERN CALIFORNIA EDISON	06/27/2025	3343	110515148	ELECTRICITY JUNE 2025	$98.20
		06/27/2025	3343	110515143	ELECTRICITY JUNE 2025	$917.90
		06/27/2025	3343	360515145	ELECTRICITY JUNE 2025	$1,218.42
		06/27/2025	3343	110515121	ELECTRICITY JUNE 2025	$7,936.07
		06/27/2025	3343	110515141	ELECTRICITY JUNE 2025	$2,913.85
		06/27/2025	3343	110515144	ELECTRICITY JUNE 2025	$2,589.47
			SOUTHERN CALIFORNIA EDISON		**Total Check Amount:**	**$15,673.91**
198389	AMANDA ESTRADA	06/27/2025	33554	110404541	AWARD #1-LDY WHSTLEDN	$100.00
			AMANDA ESTRADA		**Total Check Amount:**	**$100.00**
198390	FRONTIER COMMUNICATIONS	06/27/2025	26183	475141471	PHONE CHGS 6/7-7/6	$58.76
			FRONTIER COMMUNICATIONS		**Total Check Amount:**	**$58.76**
198391	FRANCIS GERARD BUSA GACAD	06/27/2025	31521	110404541	PMT-PHOTOGRAPHY SVCS	$350.00
			FRANCIS GERARD BUSA GACAD		**Total Check Amount:**	**$350.00**
198392	THE GAS COMPANY	06/27/2025	3749	490515151	GAS MAY 2025	$4,306.92
			THE GAS COMPANY		**Total Check Amount:**	**$4,306.92**
198393	GEMINI GROUP CONSULTING, LLC	06/27/2025	33427	420515131	CCR CONSULTING	$6,035.77
			GEMINI GROUP CONSULTING, LLC		**Total Check Amount:**	**$6,035.77**
198394	GMS ELEVATOR SERVICES, INC.	06/27/2025	29109	490515151	ELEVATOR SERVICE	$1,345.00
		06/27/2025	29109	110515125	ELEVATOR SERVICE	$2,304.00
			GMS ELEVATOR SERVICES, INC.		**Total Check Amount:**	**$3,649.00**
198395	GOLDEN BELL PRODUCTS, INC.	06/27/2025	1411	410515124	STORM DRAIN CLEANER	$474.10
			GOLDEN BELL PRODUCTS, INC.		**Total Check Amount:**	**$474.10**

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198396	RAUL OR NATALIA GUEVARA	06/27/2025	33555	830	BLD-2021-00235 REFUND	$250.00
			RAUL OR NATALIA GUEVARA		**Total Check Amount:**	**$250.00**
198397	CHRIS HORNUNG	06/27/2025	31175	110	SUMMER SERANADE PMT	$316.89
			CHRIS HORNUNG		**Total Check Amount:**	**$316.89**
198398	BROOKE SERENE HUNTER	06/27/2025	31842	110404541	AWARD-DIRCTR'S CHOICE	$200.00
			BROOKE SERENE HUNTER		**Total Check Amount:**	**$200.00**
198399	HYDROPRO SOLUTIONS	06/27/2025	31845	420515131	METERS	$4,656.01
			HYDROPRO SOLUTIONS		**Total Check Amount:**	**$4,656.01**
198400	IFLOW INC.	06/27/2025	33185	420515131	METERS	$6,563.59
			IFLOW INC.		**Total Check Amount:**	**$6,563.59**
198401	CHAD JACKSON	06/27/2025	31180	110	SUMMER SERENADE PMT	$316.89
			CHAD JACKSON		**Total Check Amount:**	**$316.89**
198402	JADE PURPLE BROWN LLC	06/27/2025	33557	110404541	ONE TIME HONORARIUM	$150.00
			JADE PURPLE BROWN LLC		**Total Check Amount:**	**$150.00**
198403	JONES MAYER	06/27/2025	12144	110212111	LEGAL SVCS PD MAY25	$475.00
			JONES MAYER		**Total Check Amount:**	**$475.00**
198404	SUZANNE LA ROQUE	06/27/2025	31179	110	SUMMER SERENADE PMT	$316.89
			SUZANNE LA ROQUE		**Total Check Amount:**	**$316.89**
198405	ANGEL LESNIKOWSKI	06/27/2025	33558	110404541	AWARD-DUALITY OF WAR	$500.00
			ANGEL LESNIKOWSKI		**Total Check Amount:**	**$500.00**
198406	LINSCOTT, LAW & GREENSPAN ENGINEERS	06/27/2025	29408	840141412	TFC ENGG SVCS MAY25	$9,321.50
			LINSCOTT, LAW & GREENSPAN ENGINEERS		**Total Check Amount:**	**$9,321.50**
198407	MARIPOSA LANDSCAPES, INC.	06/27/2025	27959	110515148	CITY FAC/TRAILS MAY25	$2,120.27
		06/27/2025	27959	110515143	CITY FAC/TRAILS MAY25	$5,954.32
		06/27/2025	27959	361515148	CITY FAC/TRAILS MAY25	$115.49
			MARIPOSA LANDSCAPES, INC.		**Total Check Amount:**	**$8,190.08**
198408	CALEB JAMES MCKINNEY	06/27/2025	33561	110404542	THESE SHINING LIVES25	$500.00
			CALEB JAMES MCKINNEY		**Total Check Amount:**	**$500.00**
198409	FIONA MCTIERNAN	06/27/2025	33560	110404541	AWARD #1-PUPPETS	$150.00
			FIONA MCTIERNAN		**Total Check Amount:**	**$150.00**
198410	MOORE FLOORING, INC.	06/27/2025	29107	181404250	FLOORING	$6,751.00
			MOORE FLOORING, INC.		**Total Check Amount:**	**$6,751.00**
198411	LORENA MORENO SEGOVIA	06/27/2025	33559	110000000	REPORT REQUEST REFUND	$3.00
			LORENA MORENO SEGOVIA		**Total Check Amount:**	**$3.00**
198412	MELANIE MORROW	06/27/2025	28554	110000000	DEVELOPER FEE REFUND	$156.00
			MELANIE MORROW		**Total Check Amount:**	**$156.00**
198413	MR CARLOS POOLS & CONSTRUCTION, INC	06/27/2025	26001	830	BLD-2021-00381 REFUND	$250.00

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198413	MR CARLOS POOLS & CONSTRUCTION, INC	06/27/2025	26001	830	BLD-2021-00542 REFUND	$250.00
		06/27/2025	26001	830	BLD-2021-00015 REFUND	$250.00
				MR CARLOS POOLS & CONSTRUCTION, INC	**Total Check Amount:**	**$750.00**
198414	NATIONAL LEAGUE OF CITIES	06/27/2025	3972	110111145	25/26 MEMB #347O	$4,487.00
				NATIONAL LEAGUE OF CITIES	**Total Check Amount:**	**$4,487.00**
198415	NEON ONE - ARTS PEOPLE	06/27/2025	31922	110404542	TICKET FEES MAY 2025	$433.44
				NEON ONE - ARTS PEOPLE	**Total Check Amount:**	**$433.44**
198416	TONEE NICHOLS	06/27/2025	32884	110404421	FF25 PHOTOGRAPHY	$400.00
				TONEE NICHOLS	**Total Check Amount:**	**$400.00**
198417	NORTH NET FIRE TRAINING CENTER	06/27/2025	1696	110222221	TRAINING	$166.41
				NORTH NET FIRE TRAINING CENTER	**Total Check Amount:**	**$166.41**
198418	TARA O'GORMAN	06/27/2025	33563	110404541	AWARD#1-CLWN CLT PCNC	$150.00
				TARA O'GORMAN	**Total Check Amount:**	**$150.00**
198419	ORANGE COUNTY POOLS	06/27/2025	27020	830	BLD-2021-00462 REFUND	$250.00
				ORANGE COUNTY POOLS	**Total Check Amount:**	**$250.00**
198420	ORCHESTRA COLLECTIVE OF ORANGE CTY	06/27/2025	27575	110	SUMMER SERANADE PMT	$176.05
				ORCHESTRA COLLECTIVE OF ORANGE CTY	**Total Check Amount:**	**$176.05**
198421	EMILENE OROZCO	06/27/2025	33562	110404541	AWARD #1-CHLDHOOD HLL	$150.00
				EMILENE OROZCO	**Total Check Amount:**	**$150.00**
198422	PALICON GROUP	06/27/2025	33132	110212111	BACKROUND CHECK	$3,550.00
				PALICON GROUP	**Total Check Amount:**	**$3,550.00**
198423	JORI PHILLIPS	06/27/2025	33564	110404541	AWARD-CARRIER PIGEON	$350.00
				JORI PHILLIPS	**Total Check Amount:**	**$350.00**
198424	NOAH PRINCE	06/27/2025	33565	110404541	AWARD #1-BRONTO&STAN	$150.00
				NOAH PRINCE	**Total Check Amount:**	**$150.00**
198425	PRINGLES DRAPERIES & BLINDS	06/27/2025	9082	490515151	BLIND INSTALL @ PD	$356.23
				PRINGLES DRAPERIES & BLINDS	**Total Check Amount:**	**$356.23**
198426	RETAIL LEASE TRAC	06/27/2025	33567	110323214	EDEV SOFTWARE	$1,000.00
				RETAIL LEASE TRAC	**Total Check Amount:**	**$1,000.00**
198427	ROCK N STONE WATERFALL SWIMMING	06/27/2025	33566	830	BLD-2021-00750 REFUND	$250.00
				ROCK N STONE WATERFALL SWIMMING	**Total Check Amount:**	**$250.00**
198428	RYELLA ZAR LINDER	06/27/2025	32559	110404541	PMT-PHOTGRAPHY SVCS	$250.00
				RYELLA ZAR LINDER	**Total Check Amount:**	**$250.00**
198429	SAVING WILDLIFE INTERNATIONAL	06/27/2025	33576	110404428	BREA DAY CAMP	$859.00
				SAVING WILDLIFE INTERNATIONAL	**Total Check Amount:**	**$859.00**
198430	CADRE SCOTT SCHAFER	06/27/2025	33568	110404541	PMT-BAND PERFORMANCE	$200.00
				CADRE SCOTT SCHAFER	**Total Check Amount:**	**$200.00**

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198431	SCHOOL NEWS ROLL CALL, LLC	06/27/2025	32850	110404421	AD IN SCHOOL PAPER	$378.00
			SCHOOL NEWS ROLL CALL, LLC		**Total Check Amount:**	**$378.00**
198432	SHOMRON CONSTRUCTION	06/27/2025	33572	840000000	BLD-2024-00851 REFUND	$597.00
			SHOMRON CONSTRUCTION		**Total Check Amount:**	**$597.00**
198433	TIMOTHY SMITH	06/27/2025	33569	110404541	AWARD-NARRATIVE CLLPS	$250.00
			TIMOTHY SMITH		**Total Check Amount:**	**$250.00**
198434	SOUTHSTAR ENGINEERING & CONSULTING	06/27/2025	32467	510707329	ENGG INSP MAY25	$2,475.00
			SOUTHSTAR ENGINEERING & CONSULTING		**Total Check Amount:**	**$2,475.00**
198435	ST. JUDE MEDICAL CENTER	06/27/2025	3503	174222222	PM SUPPLIES 2025 Q1	$1,394.02
			ST. JUDE MEDICAL CENTER		**Total Check Amount:**	**$1,394.02**
198436	T-MOBILE	06/27/2025	24748	110212121	TIMING ADV 0112-0218	$50.00
			T-MOBILE		**Total Check Amount:**	**$50.00**
198437	ANDREA TORRES	06/27/2025	33570	110404541	AWARD #1- EXT. 2014	$100.00
			ANDREA TORRES		**Total Check Amount:**	**$100.00**
198438	TROPICAL BREEZE CUSTOM POOLS, INC.	06/27/2025	29096	830	BLD-2021-00443 REFUND	$250.00
		06/27/2025	29096	830	BLD-2021-00257 REFUND	$250.00
			TROPICAL BREEZE CUSTOM POOLS, INC.		**Total Check Amount:**	**$500.00**
198439	TUFF SHED INC	06/27/2025	33501	510707995	SR. CTR STORAGE SHEDS	$36,669.76
			TUFF SHED INC		**Total Check Amount:**	**$36,669.76**
198440	TURNOUT MAINTENANCE COMPANY, LLC	06/27/2025	19898	110222221	TURNOUT MAINTENANCE	$374.53
			TURNOUT MAINTENANCE COMPANY, LLC		**Total Check Amount:**	**$374.53**
198441	UNIFIRST CORPORATION	06/27/2025	27988	110515141	UNIFORM SVCS JUN 2025	$24.70
		06/27/2025	27988	110515144	UNIFORM SVCS JUN 2025	$26.70
		06/27/2025	27988	361515148	UNIFORM SVCS JUN 2025	$1.80
		06/27/2025	27988	420515131	UNIFORM SVCS JUN 2025	$29.70
		06/27/2025	27988	440515126	UNIFORM SVCS JUN 2025	$2.85
		06/27/2025	27988	490515151	UNIFORM SVCS JUN 2025	$72.87
		06/27/2025	27988	360515145	UNIFORM SVCS JUN 2025	$5.52
		06/27/2025	27988	110515125	UNIFORM SVCS JUN 2025	$4.93
		06/27/2025	27988	110515143	UNIFORM SVCS JUN 2025	$7.41
		06/27/2025	27988	110515148	UNIFORM SVCS JUN 2025	$1.80
		06/27/2025	27988	430515123	UNIFORM SVCS JUN 2025	$13.98
		06/27/2025	27988	110515121	UNIFORM SVCS JUN 2025	$16.31
		06/27/2025	27988	480515161	UNIFORM SVCS JUN 2025	$33.18
			UNIFIRST CORPORATION		**Total Check Amount:**	**$241.75**
198442	ROBIN VENTER	06/27/2025	33574	110404541	AWARD #1-BACCHUS	$150.00
			ROBIN VENTER		**Total Check Amount:**	**$150.00**

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198443	WITTMAN ENTERPRISES, LLC	06/27/2025	33176	174222225	BILLING SVCS MAY25	$11,318.78
			WITTMAN ENTERPRISES, LLC		**Total Check Amount:**	**$11,318.78**
198444	CHRISTOPHER STEVEN WORMALD	06/27/2025	32479	110404541	PUBLIC SCULPTURE DOC	$2,400.00
			CHRISTOPHER STEVEN WORMALD		**Total Check Amount:**	**$2,400.00**
198445	AMY YOSHITSU	06/27/2025	33575	110404541	AWARD-TIERS AT WORK	$350.00
			AMY YOSHITSU		**Total Check Amount:**	**$350.00**
					Check Subtotal	**$175,442.34**
V59636	ALL CITY MANAGEMENT SERVICES INC	06/27/2025	6604	110212132	CRSNG GRDS 5/25-6/7	$2,058.75
			ALL CITY MANAGEMENT SERVICES INC		**Total Check Amount:**	**$2,058.75**
V59637	AM-TEC TOTAL SECURITY INC	06/27/2025	30658	110404542	RUN/TERMNTE DATA DROP	$878.48
			AM-TEC TOTAL SECURITY INC		**Total Check Amount:**	**$878.48**
V59638	VLADIMIR BARRIENTOS	06/27/2025	31580	110212111	TRAINING REIMB	$140.86
			VLADIMIR BARRIENTOS		**Total Check Amount:**	**$140.86**
V59639	RICARDO BAUTISTA	06/27/2025	33134	110212111	TRAINING MILEAGE	$268.80
			RICARDO BAUTISTA		**Total Check Amount:**	**$268.80**
V59640	BREA DISPOSAL, INC	06/27/2025	3330	440515122	REFUSE COLLECTN MAY25	$193,381.34
			BREA DISPOSAL, INC		**Total Check Amount:**	**$193,381.34**
V59641	BREA/ORANGE COUNTY PLUMBING	06/27/2025	3781	490515151	PLUMBING REPAIRS	$696.00
			BREA/ORANGE COUNTY PLUMBING		**Total Check Amount:**	**$696.00**
V59642	OMAR F. BRIOSO	06/27/2025	15737	110212111	TRAINING REIMB	$41.48
			OMAR F. BRIOSO		**Total Check Amount:**	**$41.48**
V59643	BUTLER CHEMICALS, INC.	06/27/2025	6515	490515151	CHEM SERVICE	$209.30
			BUTLER CHEMICALS, INC.		**Total Check Amount:**	**$209.30**
V59644	CANNINGS ACE HARDWARE	06/27/2025	15828	480515161	SUPPLIES	$19.54
			CANNINGS ACE HARDWARE		**Total Check Amount:**	**$19.54**
V59645	CANON FINANCIAL SERVICES, INC.	06/27/2025	20648	110141441	PRNTCHGS BRC/PW MAY25	$58.02
		06/27/2025	20648	110141441	PRNTCHGS FS1-4 MAY25	$50.80
		06/27/2025	20648	110141441	CPRLEASE BRC/PW MAY25	$352.45
		06/27/2025	20648	110141441	CPRLEASE FS1-4 MAY25	$101.28
			CANON FINANCIAL SERVICES, INC.		**Total Check Amount:**	**$562.55**
V59646	CARRIER CORPORATION	06/27/2025	20023	490515151	CHILLER REPAIR	$2,877.18
			CARRIER CORPORATION		**Total Check Amount:**	**$2,877.18**
V59647	MIRSA CHAVEZ GRIEGO	06/27/2025	31295	110212111	TRAINING REIMB	$230.00
			MIRSA CHAVEZ GRIEGO		**Total Check Amount:**	**$230.00**
V59648	JUSTINE GINA CHEVALIER	06/27/2025	32521	110212111	TRAINING MILEAGE	$62.34
			JUSTINE GINA CHEVALIER		**Total Check Amount:**	**$62.34**
V59649	COMPLETE PAPERLESS SOLUTIONS. LLC	06/27/2025	29446	110111161	SCANNING SVCS	$1,778.40

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			COMPLETE PAPERLESS SOLUTIONS. LLC		**Total Check Amount:**	**$1,778.40**
V59650	BRANDON DANIEL CROSS	06/27/2025	27883	110212111	TRAINING REIMB	$107.22
			BRANDON DANIEL CROSS		**Total Check Amount:**	**$107.22**
V59651	D. F. POLYGRAPH	06/27/2025	32314	110141481	POLYGRAPH MAY 2025	$200.00
			D. F. POLYGRAPH		**Total Check Amount:**	**$200.00**
V59652	FLAGSHIP DESIGN GROUP, INC.	06/27/2025	32818	110111161	CERTIFICATE FOLDERS	$1,066.73
		06/27/2025	32818	110404211	T-SHIRTS	$1,510.66
			FLAGSHIP DESIGN GROUP, INC.		**Total Check Amount:**	**$2,577.39**
V59653	ANGELICA FLORES	06/27/2025	32010	110515171	MILEAGE MAY 2025	$88.20
			ANGELICA FLORES		**Total Check Amount:**	**$88.20**
V59654	GUARANTEED JANITORIAL SERVICES, INC	06/27/2025	28695	490515151	MAY25 DAT PORTERS-CCC	$5,225.83
		06/27/2025	28695	490515151	MAY25 JAN SVCS: CCC	$9,994.25
		06/27/2025	28695	490515151	MAY25 JAN SVCS:PLUNGE	$185.50
		06/27/2025	28695	490515151	MAY25 JAN SVCS: BCC	$4,793.75
		06/27/2025	28695	490515151	MAY25 JAN SVCS: YARD	$1,344.75
		06/27/2025	28695	110515125	MAY25 JAN SVCS: DT	$2,984.83
		06/27/2025	28695	490515151	MAY25 DAY PORTERS-BCC	$5,225.83
		06/27/2025	28695	490515151	MAY25 JAN SVCS:P.HALL	$1,239.75
		06/27/2025	28695	490515151	MAY25 JAN SVCS:SR CTR	$2,840.16
			GUARANTEED JANITORIAL SERVICES, INC		**Total Check Amount:**	**$33,834.65**
V59655	CHRISTOPHER H. HADDAD	06/27/2025	15668	110212111	TRAINING MILEAGE	$115.00
			CHRISTOPHER H. HADDAD		**Total Check Amount:**	**$115.00**
V59656	JENNA M HERRERA	06/27/2025	10886	110212111	TRAINING MILEAGE	$57.40
			JENNA M HERRERA		**Total Check Amount:**	**$57.40**
V59657	HI SIGN	06/27/2025	4693	490515151	P2 PARKING LABELS	$43.10
		06/27/2025	4693	490515151	P2 PARKING SIGNS	$256.45
			HI SIGN		**Total Check Amount:**	**$299.55**
V59658	ICON PRINTING AND PACKAGING INC.	06/27/2025	32744	110404154	FACILITIES ST BANNERS	$452.55
			ICON PRINTING AND PACKAGING INC.		**Total Check Amount:**	**$452.55**
V59659	JMDIAZ, INC.	06/27/2025	27113	84051517P	PLAN CHECK SVCS MAY25	$14,114.25
		06/27/2025	27113	110000000	PLAN CHECK SVCS MAY25	($1,660.50)
			JMDIAZ, INC.		**Total Check Amount:**	**$12,453.75**
V59660	KRISTOFER KATAOKA	06/27/2025	18385	110404542	MILEAGE JUNE 2025	$27.30
			KRISTOFER KATAOKA		**Total Check Amount:**	**$27.30**
V59661	L.N. CURTIS & SONS	06/27/2025	1053	110212111	UNIFORMS	$649.88
		06/27/2025	1053	174222225	UNIFORMS	$655.63
			L.N. CURTIS & SONS		**Total Check Amount:**	**$1,305.51**
V59662	LIBERTY PAINTING & RESTORATION, INC	06/27/2025	25899	490515151	PLUNGE PAINTING	$3,880.00

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V59662	LIBERTY PAINTING & RESTORATION, INC	06/27/2025	25899	490515151	FS4 WTR DAMAGE DEMO	$1,300.00
			LIBERTY PAINTING & RESTORATION, INC		**Total Check Amount:**	**$5,180.00**
V59663	LIFE-ASSIST, INC.	06/27/2025	10530	174222222	PM SUPPLIES FS1	$1,595.36
		06/27/2025	10530	174222225	PM SUPPLIES FS2	$762.80
		06/27/2025	10530	174222222	PM SUPPLIES FS2	$761.19
			LIFE-ASSIST, INC.		**Total Check Amount:**	**$3,119.35**
V59664	LINCOLN AQUATICS	06/27/2025	17902	490515151	WATER TESTER'S	$324.22
		06/27/2025	17902	490515151	DECK-O-SEAL	$138.57
			LINCOLN AQUATICS		**Total Check Amount:**	**$462.79**
V59665	LINEGEAR	06/27/2025	23894	110222221	BOOTS	$441.78
			LINEGEAR		**Total Check Amount:**	**$441.78**
V59666	MARY E LOGUE	06/27/2025	16039	110212122	MILEAGE MAY 2025	$13.58
			MARY E LOGUE		**Total Check Amount:**	**$13.58**
V59667	MUNICIPAL WATER DISTRICT	06/27/2025	3784	420515131	WATER DELIVERY MAY25	$25,367.33
			MUNICIPAL WATER DISTRICT		**Total Check Amount:**	**$25,367.33**
V59668	ANTHONY NGUYEN	06/27/2025	25978	110212111	TRAINING REIMB	$23.00
			ANTHONY NGUYEN		**Total Check Amount:**	**$23.00**
V59669	NIEVES LANDSCAPE, INC.	06/27/2025	31375	341515112	MD#1 LANDSCAPE JUNE25	$1,518.72
		06/27/2025	31375	343515112	MD#3 LANDSCAPE JUNE25	$2,574.29
		06/27/2025	31375	346515112	MD#6 LANDSCAPE JUNE25	$6,460.62
		06/27/2025	31375	110515141	PARKS MOWING JUNE25	$10,912.19
		06/27/2025	31375	110515143	MED/GREENBELTS JUNE25	$13,425.58
		06/27/2025	31375	347515112	MD#7 LANDSCAPE JUNE25	$1,028.22
		06/27/2025	31375	360515145	WC PARK LNDSCPE JUN25	$2,675.72
			NIEVES LANDSCAPE, INC.		**Total Check Amount:**	**$38,595.34**
V59670	PLUMBING WHOLESALE OUTLET, INC.	06/27/2025	18392	490515151	PLUMBING PARTS	$252.10
		06/27/2025	18392	110515141	CONSTRUCTION PARTS	$105.89
			PLUMBING WHOLESALE OUTLET, INC.		**Total Check Amount:**	**$357.99**
V59671	PRIME SYSTEMS INDUSTRIAL AUTOMATION	06/27/2025	27059	420515131	SCADA SUPPORT	$2,847.50
			PRIME SYSTEMS INDUSTRIAL AUTOMATION		**Total Check Amount:**	**$2,847.50**
V59672	QUARTECH CORRECTIONS LLC	06/27/2025	29933	950000000	ILJAOC IP SUPP MAY25	$10,000.00
		06/27/2025	29933	950000000	ILJAOC OCJUVPET MAY25	$27,300.00
		06/27/2025	29933	951000000	ILJAOC OCSW MAY25	$31,255.00
			QUARTECH CORRECTIONS LLC		**Total Check Amount:**	**$68,555.00**
V59673	RICHARDS, WATSON & GERSHON	06/27/2025	8978	480515161	0202 SCHWRZ/DEF MAR25	$452.00
		06/27/2025	8978	840141412	0116 REIMB WORK MAR25	$27,637.50
		06/27/2025	8978	110111112	0116 REIMB WORK MAR25	$472.50

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V59673	RICHARDS, WATSON & GERSHON	06/27/2025	8978	110111112	GEN LGL SVCS MAR25	$25,450.80
		06/27/2025	8978	280323215	GEN LGL SVCS MAR25	$551.00
		06/27/2025	8978	510707470	GEN LGL SVCS MAR25	$460.00
		06/27/2025	8978	840141412	GEN LGL SVCS MAR25	$2,616.00
				RICHARDS, WATSON & GERSHON	**Total Check Amount:**	**$57,639.80**
V59674	NOAH BRENT RIVERA	06/27/2025	32018	110212111	TRAINING REIMB	$192.80
				NOAH BRENT RIVERA	**Total Check Amount:**	**$192.80**
V59675	ROLLINS, INC DBA ORKIN, LLC.	06/27/2025	30616	420515131	PEST CONTROL MAY 2025	$75.00
		06/27/2025	30616	110515141	PEST CONTROL MAY 2025	$240.00
		06/27/2025	30616	110515125	PEST CONTROL MAY 2025	$345.00
		06/27/2025	30616	490515151	PEST CONTROL MAY 2025	$1,335.00
				ROLLINS, INC DBA ORKIN, LLC.	**Total Check Amount:**	**$1,995.00**
V59676	RPW SERVICES, INC.	06/27/2025	3791	181404250	BCC-PEST CONTROL	$855.00
		06/27/2025	3791	110515143	DT- PEST CONTROL	$525.00
		06/27/2025	3791	360515147	PEST CONTROL	$180.00
				RPW SERVICES, INC.	**Total Check Amount:**	**$1,560.00**
V59677	SITEONE LANDSCAPE SUPPLY, LLC	06/27/2025	25942	110515143	IRRIGATION PARTS	$96.98
				SITEONE LANDSCAPE SUPPLY, LLC	**Total Check Amount:**	**$96.98**
V59678	SOL CONSTRUCTION, INC.	06/27/2025	32473	510707978	GOLF NET PROJECT	$49,820.00
		06/27/2025	32473	510707978	AROVISTA STORM DRAIN	$62,528.00
				SOL CONSTRUCTION, INC.	**Total Check Amount:**	**$112,348.00**
V59679	SOUTHERN CALIFORNIA NEWS GROUP	06/27/2025	32570	110404421	FAMILY FILMS AD	$575.00
		06/27/2025	32570	840141412	LEGAL NOTICE MAY 2025	$775.02
				SOUTHERN CALIFORNIA NEWS GROUP	**Total Check Amount:**	**$1,350.02**
V59680	STERICYCLE, INC.	06/27/2025	11925	110111161	DOC SHRED APR/MAY25	$10.66
		06/27/2025	11925	110212122	DOC SHRED APR/MAY25	$196.42
		06/27/2025	11925	470141483	DOC SHRED APR/MAY25	$10.66
				STERICYCLE, INC.	**Total Check Amount:**	**$217.74**
V59681	ALEXANDER ZACHARY TELLEZ	06/27/2025	33573	110111161	MILEAGE JUNE 2025	$25.20
				ALEXANDER ZACHARY TELLEZ	**Total Check Amount:**	**$25.20**
V59682	TK ELEVATOR SERVICE	06/27/2025	10308	490515151	ELEVATOR SERVICE	$1,903.31
				TK ELEVATOR SERVICE	**Total Check Amount:**	**$1,903.31**
V59683	TROPICAL PLAZA NURSERY, INC	06/27/2025	2062	345515112	MD5 LANDSCAPE JUN25	$2,926.71
		06/27/2025	2062	420515131	CITY RESERVOIRS JUN25	$1,783.97
		06/27/2025	2062	110515143	GATEWAY CTR JUN25	$1,543.93
				TROPICAL PLAZA NURSERY, INC	**Total Check Amount:**	**$6,254.61**
V59684	TRUE TINT WINDOW TINTING	06/27/2025	28281	110515125	GRAFFITI FILM	$1,092.00
				TRUE TINT WINDOW TINTING	**Total Check Amount:**	**$1,092.00**

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V59685	WAXIE SANITARY SUPPLY	06/27/2025	3332	490515151	JANITORIAL SUPPLIES	$10,712.66
				WAXIE SANITARY SUPPLY	**Total Check Amount:**	**$10,712.66**
V59686	MATTHEW ERIC WENDLING	06/27/2025	27564	110212111	TRAINING MILEAGE	$49.84
				MATTHEW ERIC WENDLING	**Total Check Amount:**	**$49.84**
V59687	WILLDAN ENGINEERING	06/27/2025	12445	510707329	INSP SVCS THRU 5/2	$136.00
		06/27/2025	12445	84051517I	INSP SVCS THRU 5/2	$25,087.50
		06/27/2025	12445	110000000	INSP SVCS THRU 5/2	($2,341.50)
				WILLDAN ENGINEERING	**Total Check Amount:**	**$22,882.00**
					Voucher Subtotal	**$618,007.16**
W25020	THE BANK OF NEW YORK MELLON	06/23/2025	16062	420	2019 WATER REV REFND DEBT	$1,402,116.80
				THE BANK OF NEW YORK MELLON	**Total Check Amount:**	**$1,402,116.80**
W25021	THE BANK OF NEW YORK MELLON	06/23/2025	16062	420	2020 WATER REV REFND DEBT	$906,524.78
				THE BANK OF NEW YORK MELLON	**Total Check Amount:**	**$906,524.78**
					Wire Subtotal	**$2,308,641.58**
					TOTAL	**$3,102,091.08**

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198446	AARON CHEVROLET	07/03/2025	33590	480515161	2023 GMC ACADIA SLT	$36,054.70
			AARON CHEVROLET		**Total Check Amount:**	**$36,054.70**
198447	AGILE OCCUPATIONAL MEDICINE PC	07/03/2025	32405	110141481	HR MED SVCS JUN25	$360.00
			AGILE OCCUPATIONAL MEDICINE PC		**Total Check Amount:**	**$360.00**
198448	AT&T	07/03/2025	22050	475141471	6612262012 6-11-25	$1,295.65
		07/03/2025	22050	475141471	4986833014 6-11-25	$1,934.19
			AT&T		**Total Check Amount:**	**$3,229.84**
198449	AT&T	07/03/2025	22390	475141471	7149110022 6/14-7/13	$208.45
			AT&T		**Total Check Amount:**	**$208.45**
198450	AT&T MOBILITY	07/03/2025	32747	110404311	BB-BREAMSM 6/13-7/12	$105.16
			AT&T MOBILITY		**Total Check Amount:**	**$105.16**
198451	AVERY CONSULTING GROUP	07/03/2025	32997	950000000	ILJAOC SW/MAILBOX FEE	$2,640.00
			AVERY CONSULTING GROUP		**Total Check Amount:**	**$2,640.00**
198452	BADGER METER, INC	07/03/2025	33256	420515131	METERS	$7,778.55
			BADGER METER, INC		**Total Check Amount:**	**$7,778.55**
198453	APRIL BEDARD	07/03/2025	33578	110404541	ONE-TIME HONORARIUM	$200.00
			APRIL BEDARD		**Total Check Amount:**	**$200.00**
198454	MICHELLE AJA BELL	07/03/2025	33000	110	TSL 6/13-6/22	$9,424.11
			MICHELLE AJA BELL		**Total Check Amount:**	**$9,424.11**
198455	BLUE CROSS OF CALIFORNIA	07/03/2025	33584	174000000	AMBULANCE SVCS REFUND	$34.33
			BLUE CROSS OF CALIFORNIA		**Total Check Amount:**	**$34.33**
198456	BLUE SHIELD OF CALIFORNIA	07/03/2025	33377	174000000	AMBULANCE SVCS REFUND	$82.81
			BLUE SHIELD OF CALIFORNIA		**Total Check Amount:**	**$82.81**
198457	BLUESPACE INTERIORS	07/03/2025	33047	110141481	OFFICE FURNITURE	$185.49
			BLUESPACE INTERIORS		**Total Check Amount:**	**$185.49**
198458	BREA URGENT CARE	07/03/2025	24391	110141481	HR SVCS MAY 2025	$1,438.00
			BREA URGENT CARE		**Total Check Amount:**	**$1,438.00**
198459	CARNEY MEHR, A LEGAL CORPORATION	07/03/2025	28329	950000000	ILJAOC LGL SVCS MAY25	$1,380.00
			CARNEY MEHR, A LEGAL CORPORATION		**Total Check Amount:**	**$1,380.00**
198460	HOWARD OR TIKVAH CHUDLER	07/03/2025	33585	174000000	AMBULANCE SVCS REFUND	$112.20
			HOWARD OR TIKVAH CHUDLER		**Total Check Amount:**	**$112.20**
198461	CITY OF BREA	07/03/2025	31851	110111143	25/26 OCCMA MEMB	$500.00
			CITY OF BREA		**Total Check Amount:**	**$500.00**
198462	CITY OF SAN JUAN CAPISTRANO	07/03/2025	33334	960000000	REF 4/2 SJC PAUL G.	$70.00
			CITY OF SAN JUAN CAPISTRANO		**Total Check Amount:**	**$70.00**
198463	CLEARGOV INC.	07/03/2025	32936	475141471	51325-51226 PERS BDGT	$23,793.00
			CLEARGOV INC.		**Total Check Amount:**	**$23,793.00**

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198464	COUNTY OF ORANGE	07/03/2025	4799	110212122	OCATS FEES JUNE 2025	$1,104.51
			COUNTY OF ORANGE		**Total Check Amount:**	**$1,104.51**
198465	CRASH CHAMPIONS-BREA	07/03/2025	31635	480515161	ACCIDNT REPAIR 6/2/25	$480.00
		07/03/2025	31635	480515161	DOOR REPAIR 6/23/25	$240.00
			CRASH CHAMPIONS-BREA		**Total Check Amount:**	**$720.00**
198466	DONALD JOE DYKES	07/03/2025	31815	110404421	CF25 PONY RIDES	$2,000.00
			DONALD JOE DYKES		**Total Check Amount:**	**$2,000.00**
198467	SOUTHERN CALIFORNIA EDISON	07/03/2025	3343	110515121	ELECTRICITY JUNE 2025	$1,411.00
			SOUTHERN CALIFORNIA EDISON		**Total Check Amount:**	**$1,411.00**
198468	EMPLOYMENT DEVELOPMENT DEPT	07/03/2025	7464	110	616106806 062725 PR	$100.00
			EMPLOYMENT DEVELOPMENT DEPT		**Total Check Amount:**	**$100.00**
198469	EVERNORTH CARE SOLUTIONS, INC.	07/03/2025	32734	110141481	EAP SVCS JUL 2025	$1,200.48
			EVERNORTH CARE SOLUTIONS, INC.		**Total Check Amount:**	**$1,200.48**
198470	JADA FONSECA	07/03/2025	33579	110404541	ONE-TIME HONORARIUM	$200.00
			JADA FONSECA		**Total Check Amount:**	**$200.00**
198471	FRONTIER COMMUNICATIONS	07/03/2025	26183	475141471	PHONE SVCS 6/16-7/15	$42.15
			FRONTIER COMMUNICATIONS		**Total Check Amount:**	**$42.15**
198472	THE GAS COMPANY	07/03/2025	3749	490515151	GAS JUNE 2025	$215.00
			THE GAS COMPANY		**Total Check Amount:**	**$215.00**
198473	ALEXIS C. HARVEY	07/03/2025	33580	110404541	ONE-TIME HONORARIUM	$200.00
			ALEXIS C. HARVEY		**Total Check Amount:**	**$200.00**
198474	HOLLYDALE MOBILE ESTATES	07/03/2025	29393	270323218	SENIOR SUBSIDY JUL25	$254.00
			HOLLYDALE MOBILE ESTATES		**Total Check Amount:**	**$254.00**
198475	HYDROPRO SOLUTIONS	07/03/2025	31845	420515131	METERS	$11,654.38
			HYDROPRO SOLUTIONS		**Total Check Amount:**	**$11,654.38**
198476	ICMA MEMBERSHIP RENEWALS	07/03/2025	3015	110111143	25/26 ICMA MEMB	$1,200.00
			ICMA MEMBERSHIP RENEWALS		**Total Check Amount:**	**$1,200.00**
198477	IFLOW INC.	07/03/2025	33185	420515131	METERS	$13,127.18
			IFLOW INC.		**Total Check Amount:**	**$13,127.18**
198478	INLAND ENGINEERING SERVICES, INC	07/03/2025	33257	420515131	METER BOX	$6,980.12
			INLAND ENGINEERING SERVICES, INC		**Total Check Amount:**	**$6,980.12**
198479	INTERACT EVENTS	07/03/2025	26742	110404421	CF25 OBSTACLE COURSE	$5,475.00
			INTERACT EVENTS		**Total Check Amount:**	**$5,475.00**
198480	INTERINSURANCE EXCHANGE OF THE	07/03/2025	33586	174000000	AMBULANCE SVCS REFUND	$213.10
			INTERINSURANCE EXCHANGE OF THE		**Total Check Amount:**	**$213.10**
198481	JAS PACIFIC	07/03/2025	33583	110000000	PLAN CHECK SVCS MAY25	$336.00
		07/03/2025	33583	84032324P	PLAN CHECK SVCS MAY25	$3,364.00
			JAS PACIFIC		**Total Check Amount:**	**$3,700.00**

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198482	JONES MAYER	07/03/2025	12144	110111112	LEGAL:CODE ENF-MAY25	$2,432.00
			JONES MAYER		**Total Check Amount:**	**$2,432.00**
198483	GENEVIEVE KAUPER	07/03/2025	31890	110404542	SSG 2025 GRAPHICS	$275.00
			GENEVIEVE KAUPER		**Total Check Amount:**	**$275.00**
198484	LAKE PARK BREA LP	07/03/2025	5289	270323218	SENIOR SUBSIDY JUL25	$508.00
			LAKE PARK BREA LP		**Total Check Amount:**	**$508.00**
198485	JOSE M. LOZA	07/03/2025	33582	110404541	ONE-TIME HONORARIUM	$100.00
			JOSE M. LOZA		**Total Check Amount:**	**$100.00**
198486	LU'S LIGHTHOUSE, INC.	07/03/2025	28330	480515161	LIGHT BULBS	$11.08
			LU'S LIGHTHOUSE, INC.		**Total Check Amount:**	**$11.08**
198487	NATIONAL AUTO FLEET GROUP	07/03/2025	26939	480515161	2025 FORD EXPLORER	$119,879.16
			NATIONAL AUTO FLEET GROUP		**Total Check Amount:**	**$119,879.16**
198488	NO DUH	07/03/2025	32975	110404421	CF25 ENTERTAINMENT	$1,800.00
			NO DUH		**Total Check Amount:**	**$1,800.00**
198489	ORANGE COUNTY WINWATER WORKS	07/03/2025	28030	420515131	PLUMBING SUPPLIES	$6,300.74
			ORANGE COUNTY WINWATER WORKS		**Total Check Amount:**	**$6,300.74**
198490	ORANGE VILLA SENIOR APARTMENTS	07/03/2025	29394	270323218	SENIOR SUBSIDY JUL25	$254.00
			ORANGE VILLA SENIOR APARTMENTS		**Total Check Amount:**	**$254.00**
198491	ORIGINAL EQUIPMENT AUTO SUPPLY	07/03/2025	32413	480515161	BATTERY	$106.58
		07/03/2025	32413	480515161	FREON	$40.15
			ORIGINAL EQUIPMENT AUTO SUPPLY		**Total Check Amount:**	**$146.73**
198492	PREMIUM RV INC.	07/03/2025	11981	480515161	6/11/25 LIGHTS	$45.60
			PREMIUM RV INC.		**Total Check Amount:**	**$45.60**
198493	PRIMO BRANDS	07/03/2025	33502	110111161	COUNCIL MTGWTR MAY25	$56.99
			PRIMO BRANDS		**Total Check Amount:**	**$56.99**
198494	PUENTE HILLS FORD	07/03/2025	25742	480515161	HOSE KIT	$68.00
		07/03/2025	25742	480515161	MOULDING	$143.73
		07/03/2025	25742	480515161	HEAT SHIELD	$92.50
		07/03/2025	25742	480515161	MOTOR MOUNT	$226.50
		07/03/2025	25742	480515161	SEAT TRIM	$56.69
			PUENTE HILLS FORD		**Total Check Amount:**	**$587.42**
198495	RGS LANDSCAPE & ARBOR CARE	07/03/2025	33587	110000000	ENG-2024-00138 REFUND	($40.00)
		07/03/2025	33587	840000000	ENG-2024-00138 REFUND	$1,537.74
			RGS LANDSCAPE & ARBOR CARE		**Total Check Amount:**	**$1,497.74**
198496	ANTHONY RIVERA	07/03/2025	15974	110404421	CF25 BAND	$1,200.00
			ANTHONY RIVERA		**Total Check Amount:**	**$1,200.00**
198497	SANDOVAL CUSTOM CREATIONS, INC.	07/03/2025	33430	234212143	PORTBLE SURVY CAMERAS	$102,058.00
			SANDOVAL CUSTOM CREATIONS, INC.		**Total Check Amount:**	**$102,058.00**

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198498	TERESA SCHAFF	07/03/2025	28326	110404542	25/26 BROCHURE DESIGN	$2,250.00
				TERESA SCHAFF	**Total Check Amount:**	**$2,250.00**
198499	SOUTHERN CALIFORNIA PERMANENTE	07/03/2025	30681	110141481	226016856789 5/29/25	$55.00
				SOUTHERN CALIFORNIA PERMANENTE	**Total Check Amount:**	**$55.00**
198500	THE SPECIAL NEEDS FRIENDS CLUB	07/03/2025	31837	110	REFUND PERMIT CHGS	$620.00
				THE SPECIAL NEEDS FRIENDS CLUB	**Total Check Amount:**	**$620.00**
198501	ZACHARY STEADMAN	07/03/2025	33591	110404421	CF25 SOUND	$2,500.00
				ZACHARY STEADMAN	**Total Check Amount:**	**$2,500.00**
198502	STEPHEN DORECK EQUIPMENT	07/03/2025	20478	510707329	BIRCH ST/KRAEMER #2	$92,957.50
				STEPHEN DORECK EQUIPMENT	**Total Check Amount:**	**$92,957.50**
198503	CF UNITED LLC	07/03/2025	30700	480515161	CARWASH MAY 2025	$404.20
				CF UNITED LLC	**Total Check Amount:**	**$404.20**
198504	VORTEX SERVICES, LLC	07/03/2025	33546	430515123	APR25 RELINE SEWER	$112,281.68
		07/03/2025	33546	430515123	MAR25 RELINE SEWER	$15,017.60
				VORTEX SERVICES, LLC	**Total Check Amount:**	**$127,299.28**
198505	WESTGEN CONSTRUCTION	07/03/2025	33589	110000000	BLD-2024-00377 REFUND	$36.55
		07/03/2025	33589	84032324P	BLD-2024-00377 REFUND	($36.55)
		07/03/2025	33589	840000000	BLD-2024-00377 REFUND	$1,140.00
				WESTGEN CONSTRUCTION	**Total Check Amount:**	**$1,140.00**
					Check Subtotal	**$601,772.00**
V59688	ADMINISTRATIVE & PROF	07/03/2025	3344	110	4010 APEA MEMB 062725	$552.00
				ADMINISTRATIVE & PROF	**Total Check Amount:**	**$552.00**
V59689	THE ADVANTAGE GROUP	07/03/2025	24539	110	808B FSADEPCAR 062725	$2,971.71
		07/03/2025	24539	110	808C FSA URMED 062725	$5,260.91
				THE ADVANTAGE GROUP	**Total Check Amount:**	**$8,232.62**
V59690	LARRY ALANIS	07/03/2025	32661	110404424	UMPIRE FEES 6/16/25	$111.00
		07/03/2025	32661	110404424	UMPIRE FEES 6/23/25	$111.00
				LARRY ALANIS	**Total Check Amount:**	**$222.00**
V59691	ALLSTAR FIRE EQUIPMENT	07/03/2025	8353	110222221	ROPE EQUIPMENT	$1,062.67
		07/03/2025	8353	110222221	LITTER HARNESS	$672.19
				ALLSTAR FIRE EQUIPMENT	**Total Check Amount:**	**$1,734.86**
V59692	ALTEC INDUSTRIES INC	07/03/2025	4668	480515161	DECALS	$256.38
				ALTEC INDUSTRIES INC	**Total Check Amount:**	**$256.38**
V59693	ALTERNATIVE HOSE, INC.	07/03/2025	18488	480515161	HOSE ASSEMBLY	$16.36
				ALTERNATIVE HOSE, INC.	**Total Check Amount:**	**$16.36**
V59694	BADGE FRAME, INC.	07/03/2025	24424	110	NAMEPLATES S.TAX	($10.77)
		07/03/2025	24424	110212111	NAMEPLATES	$139.00
		07/03/2025	24424	110212111	NAMEPLATES S.TAX	$10.77

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			BADGE FRAME, INC.		**Total Check Amount:**	**$139.00**
V59695	BEST LAWN MOWER SERVICE	07/03/2025	16230	480515161	BLADE	$201.18
		07/03/2025	16230	480515161	TRIM HEADS	$181.56
			BEST LAWN MOWER SERVICE		**Total Check Amount:**	**$382.74**
V59696	BILL'S AUTO UPHOLSTERY	07/03/2025	10510	480515161	SEAT REPAIR	$700.00
			BILL'S AUTO UPHOLSTERY		**Total Check Amount:**	**$700.00**
V59697	BPSEA MEMORIAL FOUNDATION	07/03/2025	14990	110	4050 MEMORIAL 062725	$95.50
			BPSEA MEMORIAL FOUNDATION		**Total Check Amount:**	**$95.50**
V59698	BREA AUTO SERVICE	07/03/2025	12780	480515161	A/C REPAIR 6/19/25	$1,325.72
		07/03/2025	12780	480515161	A/C REPAIR 6/9/25	$1,194.02
			BREA AUTO SERVICE		**Total Check Amount:**	**$2,519.74**
V59699	BREA CITY EMPLOYEES ASSOCIATION	07/03/2025	3236	110	4005 BCEA MEMB 062725	$792.00
			BREA CITY EMPLOYEES ASSOCIATION		**Total Check Amount:**	**$792.00**
V59700	BREA DISPOSAL, INC	07/03/2025	3330	440515122	MAY 2025 RES TONNAGE	$83,769.25
		07/03/2025	3330	440515122	APR 2025 RES TONNAGE	$76,356.84
			BREA DISPOSAL, INC		**Total Check Amount:**	**$160,126.09**
V59701	BREA FIREFIGHTERS ASSOCIATION	07/03/2025	3237	110	4016 ASSOCMEMB 062725	$3,974.00
			BREA FIREFIGHTERS ASSOCIATION		**Total Check Amount:**	**$3,974.00**
V59702	BREA POLICE ASSOCIATION	07/03/2025	3769	110	4030 BPA REG 062725	$3,500.00
			BREA POLICE ASSOCIATION		**Total Check Amount:**	**$3,500.00**
V59703	BREA POLICE ATHLETIC LEAGUE	07/03/2025	1068	110	5010 B.P.A.L. 062725	$125.00
			BREA POLICE ATHLETIC LEAGUE		**Total Check Amount:**	**$125.00**
V59704	BREA POLICE MANAGEMENT ASSOCIATION	07/03/2025	21189	110	4019 LDF MEMB 062725	$57.00
		07/03/2025	21189	110	4020 PMA MEMB 062725	$162.50
			BREA POLICE MANAGEMENT ASSOCIATION		**Total Check Amount:**	**$219.50**
V59705	C. WELLS PIPELINE MATERIALS INC	07/03/2025	13055	420515131	PLUMBING SUPPLIES	$1,336.10
		07/03/2025	13055	420515131	TOOLS	$269.38
			C. WELLS PIPELINE MATERIALS INC		**Total Check Amount:**	**$1,605.48**
V59706	C.I. BUSINESS EQUIPMENT INC	07/03/2025	6520	110141441	25/26 SHREDDER MNT	$675.00
			C.I. BUSINESS EQUIPMENT INC		**Total Check Amount:**	**$675.00**
V59707	CAMERON WELDING SUPPLY	07/03/2025	22221	480515161	5/6-5/12 HELIUM TANKS	$47.20
			CAMERON WELDING SUPPLY		**Total Check Amount:**	**$47.20**
V59708	CANNINGS ACE HARDWARE	07/03/2025	15828	480515161	DUST PAN 6/24/25	$23.91
			CANNINGS ACE HARDWARE		**Total Check Amount:**	**$23.91**
V59709	CANON FINANCIAL SERVICES, INC.	07/03/2025	20648	110141441	FS1-4 RETURN COPIERS	$477.73
			CANON FINANCIAL SERVICES, INC.		**Total Check Amount:**	**$477.73**
V59710	CANON SOLUTIONS AMERICA, INC	07/03/2025	15260	110141441	PRINT CHGS JUNE 2025	$558.45
		07/03/2025	15260	110141441	COPIER LEASE JUN 2025	$1,196.93

City Disbursement Register

Between Jun 30, 2025 12:00 AM and Jul 4, 2025 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
			CANON SOLUTIONS AMERICA, INC		**Total Check Amount:**	**$1,755.38**
V59711	COASTLINE EQUIPMENT CO	07/03/2025	18339	480515161	LIGHT LENS 6/17/25	$58.80
			COASTLINE EQUIPMENT CO		**Total Check Amount:**	**$58.80**
V59712	CORE & MAIN LP	07/03/2025	27049	420515131	PAINT	$531.81
			CORE & MAIN LP		**Total Check Amount:**	**$531.81**
V59713	CSG CONSULTANTS	07/03/2025	25540	84032324P	PLAN CHECK SVCS MAY25	$812.00
		07/03/2025	25540	110000000	PLAN CHECK SVCS MAY25	$238.00
			CSG CONSULTANTS		**Total Check Amount:**	**$1,050.00**
V59714	DANIELS TIRE SERVICE	07/03/2025	3133	480515161	TIRES 6/2/25	$726.77
			DANIELS TIRE SERVICE		**Total Check Amount:**	**$726.77**
V59715	FIFTH ASSET INC. DBA DEBTBOOK	07/03/2025	31811	110141431	FY 24/25 SBITA	$13,000.00
			FIFTH ASSET INC. DBA DEBTBOOK		**Total Check Amount:**	**$13,000.00**
V59716	DEVICES FOR LIFE, LLC	07/03/2025	20410	110212131	25/26 AED-CMPLNCE/MNT	$3,000.00
			DEVICES FOR LIFE, LLC		**Total Check Amount:**	**$3,000.00**
V59717	ELLIOT AUTO SUPPLY CO., INC.	07/03/2025	3504	480515161	WIPERS	$81.35
			ELLIOT AUTO SUPPLY CO., INC.		**Total Check Amount:**	**$81.35**
V59718	ENTENMANN ROVIN COMPANY	07/03/2025	3457	110212111	BADGES	$641.87
			ENTENMANN ROVIN COMPANY		**Total Check Amount:**	**$641.87**
V59719	EQUIPMENT DIRECT INC	07/03/2025	4522	420515131	SAFETY EQUIP 6/4/25	$76.18
			EQUIPMENT DIRECT INC		**Total Check Amount:**	**$76.18**
V59720	FLAGSHIP DESIGN GROUP, INC.	07/03/2025	32818	110404211	T-SHIRTS	$823.75
		07/03/2025	32818	110111151	T-SHIRTS	$823.75
			FLAGSHIP DESIGN GROUP, INC.		**Total Check Amount:**	**$1,647.50**
V59721	FUSCOE ENGINEERING, INC.	07/03/2025	18052	410515132	NPDES SVCS MAY25	$6,314.05
			FUSCOE ENGINEERING, INC.		**Total Check Amount:**	**$6,314.05**
V59722	GABRIEL HANNAH	07/03/2025	17533	110404424	UMPIRE FEES 6/16/25	$138.00
		07/03/2025	17533	110404424	UMPIRE FEES 6/23/25	$111.00
			GABRIEL HANNAH		**Total Check Amount:**	**$249.00**
V59723	MONA HERNANDEZ	07/03/2025	23114	110404215	MASSAGE	$859.00
			MONA HERNANDEZ		**Total Check Amount:**	**$859.00**
V59724	BILLY HUTCHINSON	07/03/2025	33581	110404422	REIMB-CHLORINE/PH KIT	$19.31
			BILLY HUTCHINSON		**Total Check Amount:**	**$19.31**
V59725	INLAND ROUNDBALL OFFICIALS INC.	07/03/2025	31906	110404424	UMPIRE FEES 0619-0624	$1,480.00
		07/03/2025	31906	110404424	UMPIRE FEES 0612-0617	$640.00
			INLAND ROUNDBALL OFFICIALS INC.		**Total Check Amount:**	**$2,120.00**
V59726	ITRON, INC.	07/03/2025	3773	420141421	MOBILE RADIO	$411.12
		07/03/2025	3773	420141421	IMA DRIVEBY	$1,370.43
		07/03/2025	3773	420141421	ENDPOINTS	$4,523.24

City Disbursement Register

Between Jun 30, 2025 12:00 AM and Jul 4, 2025 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V59726	ITRON, INC.	07/03/2025	3773	420141421	MC3RF	$8,177.24
			ITRON, INC.		**Total Check Amount:**	**$14,482.03**
V59727	KEENAN & ASSOCIATES	07/03/2025	22439	470141483	2025 WORKERS' COMP #7	$11,844.91
			KEENAN & ASSOCIATES		**Total Check Amount:**	**$11,844.91**
V59728	KWIK KLEEN	07/03/2025	23771	480515161	PARTS-WSHR SVC 6/9/25	$197.00
			KWIK KLEEN		**Total Check Amount:**	**$197.00**
V59729	L.N. CURTIS & SONS	07/03/2025	1053	174222225	UNIFORMS	$461.76
			L.N. CURTIS & SONS		**Total Check Amount:**	**$461.76**
V59730	LIBERTY FLAGS INC.	07/03/2025	5457	490	FLAGS S.TAX	($90.49)
		07/03/2025	5457	490515151	FLAGS	$1,167.60
		07/03/2025	5457	490515151	FLAGS S.TAX	$90.49
			LIBERTY FLAGS INC.		**Total Check Amount:**	**$1,167.60**
V59731	LIFE-ASSIST, INC.	07/03/2025	10530	174222222	PM SUPPLIES FS2	$306.44
			LIFE-ASSIST, INC.		**Total Check Amount:**	**$306.44**
V59732	MICHAEL BAKER INTERNATIONAL, INC.	07/03/2025	31634	110515121	PROF SVCS MAY 2025	$5,670.00
			MICHAEL BAKER INTERNATIONAL, INC.		**Total Check Amount:**	**$5,670.00**
V59733	MYERS AND SONS	07/03/2025	21624	420515131	SAFETY SUPPLIES	$340.20
			MYERS AND SONS		**Total Check Amount:**	**$340.20**
V59734	NIEVES LANDSCAPE, INC.	07/03/2025	31375	346515112	PLANTER RETROFIT	$3,030.00
			NIEVES LANDSCAPE, INC.		**Total Check Amount:**	**$3,030.00**
V59735	QUANTUM SIGNS & GRAPHICS INC.	07/03/2025	32568	110404421	BF25 DATE PATCHES	$127.92
			QUANTUM SIGNS & GRAPHICS INC.		**Total Check Amount:**	**$127.92**
V59736	SAN GABRIEL BASIN WATER	07/03/2025	25882	420515131	24/25 PUMP RTS ASSMNT	$9,016.32
			SAN GABRIEL BASIN WATER		**Total Check Amount:**	**$9,016.32**
V59737	SC FUELS	07/03/2025	16654	480515161	UNL ETH 3956.3 GALS	$15,041.86
		07/03/2025	16654	480515161	CLR DIESEL 1301.3 GAL	$5,065.87
			SC FUELS		**Total Check Amount:**	**$20,107.73**
V59738	STOTZ EQUIPMENT	07/03/2025	24388	480515161	V-BELTS	$493.11
			STOTZ EQUIPMENT		**Total Check Amount:**	**$493.11**
V59739	LETICIA TRUJILLO	07/03/2025	22054	110404521	ZUMBA GOLD JUN25	$120.00
			LETICIA TRUJILLO		**Total Check Amount:**	**$120.00**
V59740	VALLEY POWER SYSTEMS, INC.	07/03/2025	16506	480515161	OIL FILTER	$330.88
		07/03/2025	16506	480515161	V-POD	$982.02
			VALLEY POWER SYSTEMS, INC.		**Total Check Amount:**	**$1,312.90**
V59741	VINTAGE CREEK SENIOR APARTMENTS LP	07/03/2025	29395	270323218	SENIOR SUBSIDY JUL25	$254.00
			VINTAGE CREEK SENIOR APARTMENTS LP		**Total Check Amount:**	**$254.00**
					Voucher Subtotal	**$287,480.05**

City Disbursement Register

Between Jun 30, 2025 12:00 AM and Jul 4, 2025 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount

TOTAL $889,252.05

CITY of BREA

City Council Regular Meeting
Communication
July 15, 2025
Item No. 5A.

Monthly Report of Investments for the Successor Agency to the Brea Redevelopment Agency for Period Ended June 30, 2025

TO	PREPARED BY
Honorable Mayor and City Council Members	Faith Madrazo, Financial Services Manager, Revenue
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Monica Lo, Administrative Services Director	Kristin Griffith, City Manager

RECOMMENDATION

Staff recommends that the City Council take the following action.

1. Receive and file the Monthly Report of Investments.

BACKGROUND/DISCUSSION

The Monthly Report of Investments is prepared in accordance with Government Code Sections (GCS) 41004 and 53607 and contains information on the Successor Agency's investment activities for the month of June. Funds received by the Successor Agency are typically spent within three to six months of receipt and are therefore 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 expenditure needs.

Attachment A includes an Investment Information Summary and a Monthly Account Statement prepared by Chandler Asset Management (Chandler) for the funds invested on behalf of the Successor Agency. As of June 30, 2025, the market value, including accrued interest on the Successor Agency's Local Agency Investment Fund (LAIF), was $393,527 as compared to $392,160 at May 31, 2025. 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) investment accounts related to its various bond reserve accounts, which are managed by Chandler and held by the Agency's third-party custodian, The Bank of New York Mellon Trust Company, N.A. (BNY). BNY acts as an agent of the Successor Agency and all securities are held in the name of the Successor Agency. Attachment A includes a portfolio report from Chandler for each bond reserve account that is invested. As of June 30, 2025, the market value of these funds, including short-term cash and accrued interest, was $12,290,788 as compared to $12,249,086 as of May 31, 2025.

FISCAL IMPACT/SUMMARY

During the month of June, the total value of the Successor Agency's investment portfolio increased by $1,367 and the total value of restricted investments increased by $41,702 due to favorable market rate conditions.

Attachments

Attachment A - SA June 2025.pdf

Successor Agency to the Brea Redevelopment Agency
Cash and Investment Information
June 30, 2025

		Book Value	Market Value*
Demand and Interest-Bearing Checking Accounts	Citizen's Bank	**$ 747,228.56**	**$ 747,228.56**
Local Agency Investment Fund	LAIF	**$ 389,383.31**	**$ 393,526.94**
Fiscal Agent Cash & Investments			
2013 Tax Allocation Bonds	Chandler/BNY	$ 7,348,261.01	$ 7,348,261.01
2016 Tax Allocation Refunding Bonds, Series A & B	Chandler/BNY	$ 1,337,841.37	$ 1,337,841.37
2017 Tax Allocation Refunding Bonds, Series A & B	Chandler/BNY	$ 3,604,686.00	$ 3,604,686.00
Sub-total - Fiscal Agent Cash & Investments		**$ 12,290,788.38**	**$ 12,290,788.38**
Grand Total		**$ 13,427,400.25**	**$ 13,431,543.88**

* Includes accrued interest on invested funds

Successor Agency to the Brea Redevelopment Agency
Cash and Investment Information
June 30, 2025

Fiscal Agent Cash & Investments Detail		Book Value		Market Value
2013 Tax Allocation Bonds - **CHANDLER**	$	-	$	-
Short-Term Treasury Funds - **BNY**	$	7,348,261.01	$	7,348,261.01
Sub-total	**$**	**7,348,261.01**	**$**	**7,348,261.01**
2016 Tax Allocation Refunding Bonds, Series A & B - **CHANDLER**	$	-	$	-
Short-Term Treasury Funds - **BNY**	$	1,337,841.37	$	1,337,841.37
Sub-total	**$**	**1,337,841.37**	**$**	**1,337,841.37**
2017 Tax Allocation Refunding Bonds, Series A & B - **CHANDLER**	$	-	$	-
Short-Term Treasury Funds - **BNY**	$	3,604,686.00	$	3,604,686.00
Sub-total	**$**	**3,604,686.00**	**$**	**3,604,686.00**
Report Grand Total	**$**	**12,290,788.38**	**$**	**12,290,788.38**

CHANDLER ASSET MANAGEMENT

MONTHLY ACCOUNT STATEMENT

Successor Agency to the Brea RDA LAIF | Account #10166 | As of June 30, 2025

CHANDLER ASSET MANAGEMENT | chandlerasset.com

Chandler Team:

For questions about your account, please call (800) 317-4747,
or contact clientservice@chandlerasset.com

Custodian:

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 at the end of the statement.

PORTFOLIO SUMMARY

Successor Agency to the Brea RDA LAIF | Account #10166 | As of June 30, 2025

Portfolio Characteristics

Average Modified Duration	0.00
Average Coupon	4.23%
Average Purchase YTM	4.27%
Average Market YTM	4.23%
Average Credit Quality*	AAA
Average Final Maturity	0.00
Average Life	0.00

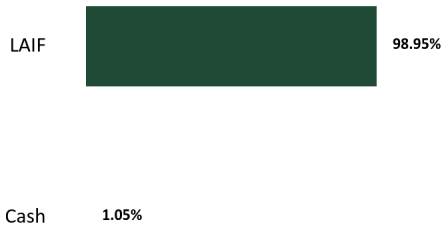
Account Summary

	End Values as of 05/31/2025	End Values as of 06/30/2025
Market Value	392,160.26	393,526.94
Accrued Interest	0.00	0.00
Total Market Value	**392,160.26**	**393,526.94**
Income Earned	0.00	0.00
Cont/WD	0.00	0.00
Par	392,160.26	393,526.94
Book Value	392,160.26	393,526.94
Cost Value	392,160.26	393,526.94

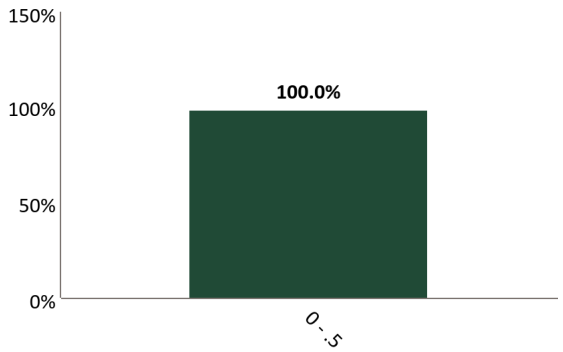
Top Issuers

LAIF	98.95%

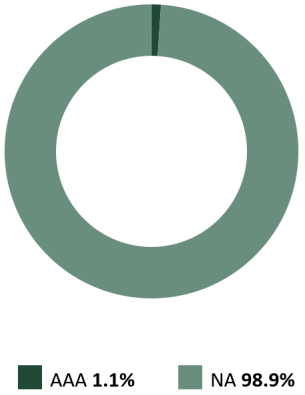
Sector Allocation



Maturity Distribution



Credit Quality (S&P)



*The average credit quality is a weighted average calculation of the highest of S&P, Moody's and Fitch.

RECONCILIATION SUMMARY

Successor Agency to the Brea RDA LAIF | Account #10166 | As of June 30, 2025

Maturities / Calls

Month to Date	**0.00**
Fiscal Year to Date	**0.00**

Principal Paydowns

Month to Date	**0.00**
Fiscal Year to Date	**0.00**

Purchases

Month to Date	**0.00**
Fiscal Year to Date	**17,334.73**

Sales

Month to Date	**0.00**
Fiscal Year to Date	**0.00**

Interest Received

Month to Date	**0.00**
Fiscal Year to Date	**21,700.99**

Purchased / Sold Interest

Month to Date	**0.00**
Fiscal Year to Date	**0.00**

Accrual Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2024)
Beginning Book Value	392,160.26	376,089.15
Maturities/Calls	0.00	0.00
Principal Paydowns	0.00	0.00
Purchases	0.00	17,334.73
Sales	0.00	0.00
Change in Cash, Payables, Receivables	1,366.68	103.06
Amortization/Accretion	0.00	0.00
Realized Gain (Loss)	0.00	0.00
Ending Book Value	393,526.94	393,526.94

Fair Market Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2024)
Beginning Market Value	392,160.26	376,089.15
Maturities/Calls	0.00	0.00
Principal Paydowns	0.00	0.00
Purchases	0.00	17,334.73
Sales	0.00	0.00
Change in Cash, Payables, Receivables	1,366.68	103.06
Amortization/Accretion	0.00	0.00
Change in Net Unrealized Gain (Loss)	0.00	0.00
Realized Gain (Loss)	0.00	0.00
Ending Market Value	393,526.94	393,526.94

HOLDINGS REPORT

Successor Agency to the Brea RDA LAIF | Account #10166 | As of June 30, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
CASH									
CCYUSD	Receivable	4,143.63	--	4,143.63	1.00	4,143.63	1.05%	Aaa/AAA	0.00
				4,143.63	0.00%	0.00	0.00	AAA	0.00
				4,143.63	**1.00**	**4,143.63**	**1.05%**		**0.00**
Total Cash		**4,143.63**		**4,143.63**	**0.00%**	**0.00**	**0.00**		**0.00**
LAIF									
90LAIF$00	Local Agency Investment Fund State Pool	389,383.31	--	389,383.31	1.00	389,383.31	98.95%	NA/NA	0.00
			4.27%	389,383.31	4.27%	0.00	0.00	NA	0.00
				389,383.31	**1.00**	**389,383.31**	**98.95%**		**0.00**
Total LAIF		**389,383.31**	**4.27%**	**389,383.31**	**4.27%**	**0.00**	**0.00**		**0.00**
				393,526.94	**1.00**	**393,526.94**	**100.00%**		**0.00**
Total Portfolio		**393,526.94**	**4.27%**	**393,526.94**	**4.23%**	**0.00**	**0.00**		**0.00**
Total Market Value + Accrued						**393,526.94**			

TRANSACTION LEDGER

Successor Agency to the Brea RDA LAIF | Account #10166 | As of June 30, 2025

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
TOTAL OTHER TRANSACTIONS			**0.00**				**0.00**	**0.00**	**0.00**	**0.00**

INCOME EARNED

Successor Agency to the Brea RDA LAIF | Account #10166 | As of June 30, 2025

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 & EQUIVALENTS						
CCYUSD	Receivable	4,143.63	2,776.95 0.00 0.00 4,143.63	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
			2,776.95 **0.00** **0.00**	**0.00** **0.00** **0.00**	**0.00** **0.00** **0.00**	
Total Cash & Equivalents		**4,143.63**	**4,143.63**	**0.00**	**0.00**	**0.00**
LAIF						
90LAIF$00	Local Agency Investment Fund State Pool	389,383.31	389,383.31 0.00 0.00 389,383.31	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
			389,383.31 **0.00** **0.00**	**0.00** **0.00** **0.00**	**0.00** **0.00** **0.00**	
Total LAIF		**389,383.31**	**389,383.31**	**0.00**	**0.00**	**0.00**
			392,160.26 **0.00** **0.00**	**0.00** **0.00** **0.00**	**0.00** **0.00** **0.00**	
TOTAL PORTFOLIO		**393,526.94**	**393,526.94**	**0.00**	**0.00**	**0.00**

CASH FLOW REPORT

Successor Agency to the Brea RDA LAIF | Account #10166 | As of June 30, 2025

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
JULY 2025							
07/01/2025	Dividend		0.00		1,366.68		1,366.68
07/15/2025	Dividend	90LAIF$00	389,383.31	Local Agency Investment Fund State Pool	1,363.54		1,363.54
July 2025 Total					**2,730.22**		**2,730.22**
Grand Total			**389,383.31**		**2,730.22**		**2,730.22**

IMPORTANT DISCLOSURES

Successor Agency to the Brea RDA LAIF | Account #10166 | As of June 30, 2025

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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Ratings: Ratings information have been provided by Moody's, S&P and Fitch through data feeds we believe to be reliable as of the date of this statement, however we cannot guarantee its accuracy.

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