

Tuesday, February 27, 2024, 5:00 PM
Council Chamber
6650 Beach Boulevard
Buena Park, CA 90621

BUENA PARK CITY COUNCIL REGULAR MEETING AGENDA

5:00 p.m.
PUBLIC HEARINGS AT 6:00 P.M.

VIDEO CONFERENCE PARTICIPATION (Zoom)

<https://us06web.zoom.us/j/85061635797?pwd=KMhpN7llsrxCNAqfosP0mmzbDFBcXn.1>
MEETING ID: 850 6163 5797 PASSCODE: 448991

Conference Call: (669) 900-6833

SPECIAL NOTICE REGARDING PUBLIC MEETINGS

On September 13, 2022, Governor Newsom signed Assembly Bill 2449, which permits City Council Members to participate in City Council Meetings via teleconferencing for emergency circumstances or just cause reasons. Videoconferencing allows the City to continue to conduct essential business and comply with Public Health Administration recommendations to protect the public and City employees and limit exposure. Please be advised that some City Council Members may attend this meeting via videoconference. The public has the following options to provide comments during the meeting:

OPTION 1: IN-PERSON

The public may attend this meeting in-person. Those wishing to speak are asked to add your speaker information at the digital kiosk located at the Council Chamber entrance. Comments are limited to no more than three minutes each.

OPTION 2: VIA EMAIL

Members of the public may submit their comments in writing by sending them to the City Clerk's Office at comments@buenapark.com.

OPTION 3: VIRTUALLY (VIA ZOOM)

- **Zoom Conference Call: (669) 900-6833**

You may request to speak by dialing *9 from your phone when the designated public comment period, as listed on the agenda, has been opened. After City staff confirms the last three digits of the caller's phone number or Zoom ID and unmutes you, *the caller must press *6*. Callers are encouraged, but not required, to identify themselves by name. Each caller has three (3) minutes to speak.

- **Zoom Virtual Participation**

<https://us06web.zoom.us/j/85061635797?pwd=KMhpN7llsrxCNAqfosP0mmzbDFBcXn.1>
MEETING ID: 850 6163 5797 PASSCODE: 448991

Virtually "raise your hand" when the designated public comment period, as listed on the agenda has been opened. Wait to be called on by City staff, unmute your audio, your name and city of residency is requested, but not required. Each participant has three (3) minutes to speak.

In compliance with the Americans with Disabilities Act, if you need accommodations to participate in this meeting, please contact the City Clerk's Office at (714) 562-3750. Notification at least 48 hours prior to the meeting will enable the City to make arrangements to assure accessibility.

All regular meetings of the City Council are available on the City's website at www.buenapark.com and the City's Cable Channel BPTV Channel 3/99. Please contact the City Clerk's Office at (714) 562-3750 for any questions.

1: GENERAL

1A. CALL TO ORDER

1B. ROLL CALL

1C. INVOCATION

— Chaplain Jonathan Lee, Buena Park Police Department

1D. PLEDGE OF ALLEGIANCE

— Deepthi Arabolu, Assistant City Engineer

1E. CITY MANAGER REPORT

— Aaron France, City Manager

2: PRESENTATIONS

No Items

3: ORAL COMMUNICATIONS

3A. ORAL COMMUNICATIONS

This is the portion of the meeting set aside to invite public comments regarding any matter within the jurisdiction of the City Council. Public comments are limited to no more than three minutes each. If comments relate to a specific agenda item, those comments will be taken following the staff report for that item and prior to the City Council vote. Those wishing to speak are asked to add your information at the digital public kiosk located at the entrance of the Council Chamber. Those wishing to speak using the videoconferencing feature are asked to raise your hand now by either dialing *9 or the raise hand feature.

4: CONSENT CALENDAR

The items listed under the Council Consent Calendar are considered routine business and will be voted on together by one motion unless a Council Member requests separate action. At this time the City Council or public may ask to speak on any item on the Consent Calendar.

4A. APPROVAL OF MINUTES

— Recommended Action: Approve the Minutes of the Special and Regular City Council Meetings of February 13, 2024.

4B. RESOLUTIONS APPROVING CLAIMS AND DEMANDS

— Recommended Action: Adopt Resolutions approving the Claims and Demands.

4C. TREASURER'S REPORT FOR THE MONTH OF JANUARY 2024

— Recommended Action: Receive and file the reports.

4D. BUDGET AMENDMENT AND PROFESSIONAL SERVICE AGREEMENTS WITH KOREAN COMMUNITY SERVICES (KCS) AND FENTANYLSOLUTION.ORG TO PROVIDE OPIOID TREATMENT AND INTERVENTION SERVICES USING NATIONWIDE OPIOID SETTLEMENT FUNDS

— Recommended Action: 1) Approve Professional Service Agreements with Korean Community Services (KCS) and FentanylSolution.org effective February 27, 2024 through February 27, 2026 2) Authorize the City Manager and City Attorney to make any necessary non-monetary changes to the agreement; and 3) Authorize the City Manager and City Attorney to execute the agreement.

4E. FRIENDSHIP CITY AGREEMENT WITH ANSAN, SOUTH KOREA

— Recommended Action: 1) Approve a Friendship City Agreement with Ansan, South Korea; 2) Authorize the Mayor to execute the agreement; and 3) Authorize the City Manager to make any necessary, non-monetary changes to the agreement.

5: NEW BUSINESS

5A. RESOLUTION ADOPTING A CITYWIDE RECORDS MANAGEMENT AND INFORMATION PROGRAM POLICY AND RECORDS RETENTION SCHEDULE

— Recommended Action: 1) Adopt a resolution approving a citywide Records and Information Management Program and Record Retention Schedule.

6: PUBLIC HEARING

No Items

7: COUNCIL MEMBER ANNOUNCEMENTS, CONFERENCE REPORTS AND CALENDAR REQUESTS

7A. COUNCIL MEMBER ANNOUNCEMENTS, CONFERENCE REPORTS AND CALENDAR REQUESTS

8: RECESS

8A. RECESS

9: STUDY SESSION

9A. DISCUSS AND PROVIDE DIRECTION ON THE CITY'S MID-YEAR BUDGET

9B. DISCUSS AND PROVIDE DIRECTION REGARDING STREET VENDOR ENFORCEMENT IN THE CITY OF BUENA PARK

9C. DISCUSS AND PROVIDE DIRECTION ON AMENDMENTS TO THE BUENA PARK MUNICIPAL CODE PERTAINING TO URBAN HOMESTEADING

9D. DESIGNATE A COUNCIL MEMBER AS THE CITY'S VOTING DELEGATE AND ALTERNATE VOTING DELEGATE FOR THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) GENERAL ASSEMBLY BUSINESS SESSION

10: CITY MANAGER REPORT

10A. CITY MANAGER REPORT

11: COMMISSION & COMMITTEE UPDATES

11A. COMMISSION & COMMITTEE UPDATES

12: ADJOURNMENT

12A. Adjournment

This agenda contains a brief general description of each item to be considered. Supporting documents are available for review and copying at City Hall or at www.buenapark.com. Supplementary materials distributed to the City Council less than 72 hours before the meeting are posted to the City's website at www.buenapark.com and copies are available for public inspection beginning the next regular business day in the City Clerk's Office. Video streaming of the meeting is available on the City's website. This governing body is prohibited from discussing or taking action on any item which is not included in this agenda; however, may ask clarifying questions, ask staff to follow-up, or provide other direction. The order of business as it appears on this agenda may be modified by the governing body.

In compliance with the Americans with Disabilities Act, if you need accommodations to participate in this meeting, contact the City Clerk's Office at (714) 562-3750 or the California Relay Service at 711. Notification at least 48 hours prior to the meeting will enable the City to make arrangements to assure accessibility.

If you would like to participate in any matter of business on the agenda and would like translation in Korean or Spanish please contact the **City Clerk's Office at (714) 562-3750 48-hours prior to the meeting**. Residents requiring translation during Oral Communications are encouraged to bring interpreters.

시의제 목록에 있는 정식 안건에 대해 의견을 발표하고 싶으신 경우, 중국어, 한국어, 스페니쉬, 타갈로에 대한 통역사가 필요하시면 시미팅 48 시간전 시서기 오피스로 (714-562-3750) 연락하시면 됩니다. 정식안건이 아닌 주민 발언시간에 발표하실 경우, 본인의 통역사를 직접 모시고 오시면 감사하겠습니다.

Si le gustaría participar en audiencia pública o cualquier asunto de negocios programado en la agenda y necesita traducción en chino, coreano, español, tagalo o vietnamita, comuníquese con la Oficina del Secretario de la Ciudad, 48 horas antes de

la reunión al (714) 562-3750. Para participar en los comentarios públicos sobre cualquier otro asunto dentro de la jurisdicción del ayuntamiento, se les recomienda que traiga un intérprete.

I, Adria M. Jimenez, MMC, City of Buena Park, do hereby certify, under penalty of perjury under the laws of the State of California that a full and correct copy of this agenda was posted pursuant to Government Code Section 54950 et. seq., at Buena Park City Hall, 6650 Beach Blvd., and uploaded to the City of Buena Park website www.buenapark.com.

Adria M. Jimenez, MMC
Director of Government and Community Relations
City Clerk

Date Posted: February 22, 2024

APPROVAL OF MINUTES

Meeting	Agenda Group
Tuesday, February 27, 2024, 5:00 PM	CONSENT CALENDAR Item: 4A
Presented By	Prepared By
Adria Jimenez, MMC, Director of Government and Community Relations/City Clerk	Anna Badillo, Assistant City Clerk
Approved By	
Aaron France, City Manager	

RECOMMENDED ACTION

Approve the Minutes of the Special and Regular City Council Meetings of February 13, 2024.

Attachments

Minutes to be provided.pdf

MINUTES OF CITY COUNCIL MEETING
OF THE CITY OF BUENA PARK

Special and Regular City Council Meetings of February 13, 2024.

(TO BE PROVIDED)

RESOLUTIONS APPROVING CLAIMS AND DEMANDS

Meeting	Agenda Group
Tuesday, February 27, 2024, 5:00 PM	CONSENT CALENDAR Item: 4B
Presented By	Prepared By
Sung Hyun, Director of Finance	Sung Hyun, Director of Finance
Approved By	
Aaron France, City Manager	

RECOMMENDED ACTION

Adopt Resolutions approving the Claims and Demands.

Attachments

Claims 423316-423562 reso.pdf

Claims 423316-423562 att1of2 resolist.pdf

Claims 423316-423562 att2of2 voids.pdf

Claims PR020224 retiree reso.pdf

Claims PR020224 retiree att1of1 resolist.pdf

Claims PR020924 reso.pdf

Claims PR020924 att1of1 resolist.pdf

RESOLUTION NO _____,

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF \$2,584,863.33 DEMAND NOS., 423316 THROUGH 423562 CANCELLED NOS 422827 AND 422968 VOIDS SEE ATTACHED LIST

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BUENA PARK DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1: That in accordance with Section 37202 of the Government Code, the Director of Finance or his designated representative hereby certify to the accuracy of the following demands and to the availability of funds for payment thereof.

Director of Finance

SECTION 2: That claims and demands Nos. 423316 through 423562 the sum of \$2,584,863.33 set forth on the 22-page register attached to this resolution and made a part hereof have been audited as required by law and are hereby allowed as set forth.

PASSED AND ADOPTED this _____ day of _____ 2024 by the following called vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayor

ATTEST:

City Clerk

RESOLUTION NO. _____
Page 2

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted at a regular meeting of the City Council of the City of Buena Park held this _____ day of _____ 2024

City Clerk

SUNGARD PUBLIC SECTOR
DATE: 02/14/2024
TIME: 17:56:53

CITY OF BUENA PARK
CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 1
ACCTPA21

SELECTION CRITERIA: transact.trans_date between '20240201 00:00:00.000' and '20240214 00:00:00.000'
ACCOUNTING PERIOD: 8/24

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION-----	SALES TAX	AMOUNT
1011	422827 V	01/04/24	10013371	JL GROUP, LLC	121110	PERSONNEL INVESTIGATE	0.00	-5,364.37
1011	422968 V	01/17/24	10009667	GOLDSTAR**USE NPG INC*DO	560211	DELIVERY CHARGE	-19.38	-269.38
1011	422968 V	01/17/24	10009667	GOLDSTAR**USE NPG INC*DO	560211	#34977-5 PERM COLD PA	-230.17	-3,200.17
TOTAL CHECK							-249.55	-3,469.55
1011	423316	02/14/24	10005077	JAVIER GOMEZ	731150	CFORMS/WEB APP/FEB24	0.00	250.00
1011	423317	02/14/24	10004427	4IMPRINT, INC.	650204	#127525-POLICE OFFICER	50.38	700.38
1011	423317	02/14/24	10004427	4IMPRINT, INC.	650204	#104316-STRESS RELIEVE	148.80	2,068.80
1011	423317	02/14/24	10004427	4IMPRINT, INC.	650204	#122135-100-B - BLACK	38.75	538.70
1011	423317	02/14/24	10004427	4IMPRINT, INC.	650204	#166349- PUSH POP BALL	62.93	824.93
1011	423317	02/14/24	10004427	4IMPRINT, INC.	650204	SET-UP CHARGE	0.00	50.00
1011	423317	02/14/24	10004427	4IMPRINT, INC.	650204	FREIGHT	0.00	178.22
TOTAL CHECK							300.86	4,361.03
1011	423319	02/14/24	10003794	A T & T	650302	9391050275 JAN-23	0.00	57.17
1011	423319	02/14/24	10003794	A T & T	650302	9391031455 JAN-23	0.00	207.90
1011	423319	02/14/24	10003794	A T & T	170670	9391026096 FEB-24	0.00	57.19
1011	423319	02/14/24	10003794	A T & T	170670	9391026062 FEB-23	0.00	57.21
1011	423319	02/14/24	10003794	A T & T	170670	9391026079 FEB-24	0.00	57.21
1011	423319	02/14/24	10003794	A T & T	170670	9391054287 FEB-23	0.00	67.06
1011	423319	02/14/24	10003794	A T & T	170670	9391026091 FEB-24	0.00	84.94
1011	423319	02/14/24	10003794	A T & T	170670	9391026087 FEB-24	0.00	85.00
1011	423319	02/14/24	10003794	A T & T	170670	9391026061 FEB-24	0.00	85.03
1011	423319	02/14/24	10003794	A T & T	170670	9391026111 FEB-24	0.00	85.03
1011	423319	02/14/24	10003794	A T & T	860810	9391026103 FEB-24	0.00	94.76
1011	423319	02/14/24	10003794	A T & T	170670	9391026050 FEB-24	0.00	114.93
1011	423319	02/14/24	10003794	A T & T	170670	9391026082 FEB-24	0.00	115.55
1011	423319	02/14/24	10003794	A T & T	170670	9391026084 FEB-24	0.00	140.66
1011	423319	02/14/24	10003794	A T & T	170670	9391026089 FEB-24	0.00	140.69
1011	423319	02/14/24	10003794	A T & T	170670	9391031459 FEB-24	0.00	155.55
1011	423319	02/14/24	10003794	A T & T	170670	9391026098 FEB-24	0.00	168.95
1011	423319	02/14/24	10003794	A T & T	170670	9391026083 FEB-24	0.00	195.05
1011	423319	02/14/24	10003794	A T & T	732099	9391026101 FEB-24	0.00	253.45
1011	423319	02/14/24	10003794	A T & T	170670	9391055764 FEB-24	0.00	446.34
1011	423319	02/14/24	10003794	A T & T	170670	9391036451 FEB-24	0.00	476.98
1011	423319	02/14/24	10003794	A T & T	170670	9391026078 FEB-24	0.00	27.82
1011	423319	02/14/24	10003794	A T & T	170670	9391026093 FEB-24	0.00	29.37
1011	423319	02/14/24	10003794	A T & T	170670	9391026052 FEB-24	0.00	29.37
1011	423319	02/14/24	10003794	A T & T	170670	9391031461 FEB-24	0.00	29.37
1011	423319	02/14/24	10003794	A T & T	170670	9391026102 FEB-24	0.00	29.37
1011	423319	02/14/24	10003794	A T & T	170670	9391026097 FEB-23	0.00	29.38
1011	423319	02/14/24	10003794	A T & T	170670	9391026060 FEB-24	0.00	29.38
1011	423319	02/14/24	10003794	A T & T	660241	9391026081 FEB-24	0.00	29.38
1011	423319	02/14/24	10003794	A T & T	170670	9391026086 FEB-24	0.00	34.50
TOTAL CHECK							0.00	3,414.59
1011	423320	02/14/24	10004528	A T & T	170670	149868998 JAN-24	0.00	127.69
1011	423321	02/14/24	00005626	ABBA TERMITE & PESTCONTR	170670	PEST CONTROL/JAN-24	0.00	578.00

SUNGARD PUBLIC SECTOR
DATE: 02/14/2024
TIME: 17:56:53

CITY OF BUENA PARK
CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 2
ACCTPA21

SELECTION CRITERIA: transact.trans_date between '20240201 00:00:00.000' and '20240214 00:00:00.000'
ACCOUNTING PERIOD: 8/24

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION-----	SALES TAX	AMOUNT
1011	423322	02/14/24	10012896	AGILE OCCUPATIONAL MEDIC	121110	HEP B VAC/JAN-24	0.00	240.00
1011	423323	02/14/24	00000003	ALL AMERICAN ASPHALT COR	560211	ASPHALT	0.00	180.48
1011	423324	02/14/24	10003198	ALL CITY MANAGEMENT SERV	550502	SCH CRS GUARD/JAN-24	0.00	10,283.91
1011	423324	02/14/24	10003198	ALL CITY MANAGEMENT SERV	550502	SCH CRS GUARD/NOV-23	0.00	11,018.47
1011	423324	02/14/24	10003198	ALL CITY MANAGEMENT SERV	550502	SCH CRS GUARD/DEC-23	0.00	10,237.34
TOTAL CHECK							0.00	31,539.72
1011	423325	02/14/24	10011896	VARGAS & RAMIREZ SPORTS	275150	ADULT SOFTBALL SHIRTS	0.00	651.67
1011	423326	02/14/24	10012598	UNIVERSAL BUILDING MAINT	650306	PD JANITOR/JAN-24	0.00	7,341.51
1011	423327	02/14/24	10011634	UNIVERSAL PROTECTION SER	650308	JAIL CONTRACT/JAN-24	0.00	39,643.20
1011	423328	02/14/24	10013453	ALTA LANGUAGE SERVICES I	121110	LANGUAGE TESTING	0.00	242.00
1011	423329	02/14/24	10007352	ALVAREZ-GLASMAN & COLVIN	110105	GEN RETAINER/OCT-23	0.00	22,500.00
1011	423329	02/14/24	10007352	ALVAREZ-GLASMAN & COLVIN	110105	BUTTERFLY COST/OCT23	0.00	108.91
1011	423329	02/14/24	10007352	ALVAREZ-GLASMAN & COLVIN	110105	NSPA MOU EXCES/OCT-23	0.00	126.00
1011	423329	02/14/24	10007352	ALVAREZ-GLASMAN & COLVIN	110105	BUTTERFLY/EXCES/OCT23	0.00	147.00
1011	423329	02/14/24	10007352	ALVAREZ-GLASMAN & COLVIN	110105	BUTTERFLY SPEC/OCT-23	0.00	196.00
1011	423329	02/14/24	10007352	ALVAREZ-GLASMAN & COLVIN	110105	GEN LAW COSTS/OCT-23	0.00	429.90
1011	423329	02/14/24	10007352	ALVAREZ-GLASMAN & COLVIN	110105	GEN LAW EXCESS/OCT-23	0.00	714.00
1011	423329	02/14/24	10007352	ALVAREZ-GLASMAN & COLVIN	110105	SPEC LEGAL SVC/OCT-23	0.00	2,508.74
1011	423329	02/14/24	10007352	ALVAREZ-GLASMAN & COLVIN	110105	BETTERFLY EXCES/OCT23	0.00	42.00
1011	423329	02/14/24	10007352	ALVAREZ-GLASMAN & COLVIN	110105	ALOFT EXCESS OCT-23	0.00	63.00
TOTAL CHECK							0.00	26,835.55
1011	423330	02/14/24	00006012	AMBIUS INC	170670	PLANT SERVICRE/FEB-24	0.00	296.76
1011	423331	02/14/24	10009316	AMOBIOUS GROUP INC	115120	MO SUBS/VERIBK/3 MOS	0.00	150.00
1011	423332	02/14/24	10009875	ANGELS BASEBALL LP	275130	TICKETS PAY 1 OF 2	0.00	1,750.00
1011	423333	02/14/24	10013356	ASSOCIATED SOILS ENGINEE	290150	WHITAKER PARK/DEC-23	0.00	11,030.00
1011	423334	02/14/24	00001778	AYERS DISTRIBUTING CORP	275140	FILLED PLASTIC EASTER	0.00	1,485.00
1011	423335	02/14/24	00004756	B & K ELECTRIC WHOLESAL	170670	HARDWARE ELECTRICAL	0.00	103.83
1011	423335	02/14/24	00004756	B & K ELECTRIC WHOLESAL	170670	HARDWARE ELECTRICAL	0.00	164.28
TOTAL CHECK							0.00	268.11
1011	423336	02/14/24	10009401	BANNER BANK	32	ESC#2251 PMT#8 AND #9	0.00	15,070.35
1011	423337	02/14/24	10007722	SELF INSURED SERVICES CO	73	LTD & LIFE/JAN-24	0.00	3,135.10
1011	423337	02/14/24	10007722	SELF INSURED SERVICES CO	73	LTD & LIFE/JAN-24	0.00	4,720.91
TOTAL CHECK							0.00	7,856.01
1011	423338	02/14/24	10006864	SELF INSURED SERVICES CO	73	DENTAL/JAN-24	0.00	21,302.20
1011	423339	02/14/24	10013438	LOLITA BERONA	11	RF/E23-0344/8420 PIER	0.00	100.00

SUNGARD PUBLIC SECTOR
DATE: 02/14/2024
TIME: 17:56:53

CITY OF BUENA PARK
CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 3
ACCTPA21

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ACCOUNTING PERIOD: 8/24

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION-----	SALES TAX	AMOUNT
1011	423340	02/14/24	10007684	BEST LAWNMOWER, INC	560640	MOWER PARTS	0.00	365.78
1011	423341	02/14/24	10013437	BRECKENRIDGE PROPERTY FU	52	UB REFUND	0.00	67.99
1011	423342	02/14/24	00000011	MANHATTAN STITCHING COMP	560231	3X UPCHARGE	0.62	8.62
1011	423342	02/14/24	00000011	MANHATTAN STITCHING COMP	560231	#NE1121, EMBROIDERED,	16.74	232.74
1011	423342	02/14/24	00000011	MANHATTAN STITCHING COMP	560231	#F170, ASH, EMBROIDERE	10.85	150.85
1011	423342	02/14/24	00000011	MANHATTAN STITCHING COMP	352363	#STC22 SPORT-TEK HATS	11.63	161.63
TOTAL CHECK							39.84	553.84
1011	423343	02/14/24	10013439	RENEE BRIGGS	11	REF DEPOSIT#R8841	0.00	500.00
1011	423344	02/14/24	10002369	BRINK'S INCORPORATED	11	JAN-24 SERVICE	0.00	1,396.78
1011	423345	02/14/24	10011862	PETER JOSEPH BUCKNAM	560222	PAVE REHAB/JAN-24	0.00	7,037.50
1011	423346	02/14/24	00000759	BUENA PARK PLAQUE & TROP	170670	NAME PLATES	0.00	45.26
1011	423346	02/14/24	00000759	BUENA PARK PLAQUE & TROP	170670	NAME PLATES	0.00	48.43
1011	423346	02/14/24	00000759	BUENA PARK PLAQUE & TROP	170670	NAME PLATES	0.00	13.95
1011	423346	02/14/24	00000759	BUENA PARK PLAQUE & TROP	275210	RIBBONS FOR ART SHOW	0.00	372.90
TOTAL CHECK							0.00	480.54
1011	423347	02/14/24	00008501	BUENA PARK SCHOOL DISTRI	275160	GYM/JULY-DEC-2023	0.00	16,191.75
1011	423348	02/14/24	10007083	CA ASSOC.PROPERTY & EVID	650307	CAPE TRAINING	0.00	50.00
1011	423349	02/14/24	10007791	MARIE CABALLERO	275150	SCOREKEEP 1/20-2/2/24	0.00	80.00
1011	423350	02/14/24	10004395	LIFELINE TRAINING INC	650208	TRAINING 2/12-13/24	0.00	359.00
1011	423351	02/14/24	10002475	CALIFORNIA INSURANCE POO	107420	PROP CONTRI/WC ADJ	0.00	779.00
1011	423351	02/14/24	10002475	CALIFORNIA INSURANCE POO	107410	PROP CONTRI/WC ADJ	0.00	23,127.00
TOTAL CHECK							0.00	23,906.00
1011	423352	02/14/24	10012193	JANE M. CAMERON	106132	FEB-24 CRIME WATCH	0.00	200.00
1011	423353	02/14/24	00000407	CAMERON WELDING SUPPLY I	171710	OXYGEN	0.00	26.55
1011	423353	02/14/24	00000407	CAMERON WELDING SUPPLY I	171710	INDUSTRIAL GASES	0.00	234.87
1011	423353	02/14/24	00000407	CAMERON WELDING SUPPLY I	560210	WELD JACKET	0.00	122.07
TOTAL CHECK							0.00	383.49
1011	423354	02/14/24	00003738	CALIF-NEVADA SEC.AMER.WA	352363	M.STEPHENSON/JAN-24	0.00	285.00
1011	423355	02/14/24	00003738	CALIF-NEVADA SEC.AMER.WA	352363	S.KVENBO EXAM/JAN-24	0.00	285.00
1011	423356	02/14/24	10013441	EDUARDO CAPALARAN	11	REF DEPOSIT#R9466	0.00	500.00
1011	423357	02/14/24	10011902	CASC ENGINEERING & CONSU	731120	ADDENDUM 1 AND 2	0.00	3,787.00
1011	423358	02/14/24	10004469	CERRITOS DODGE CHRYSLER	171710	AUTO PARTS	0.00	210.81
1011	423358	02/14/24	10004469	CERRITOS DODGE CHRYSLER	171710	AUTO PARTS	0.00	364.20

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1011	423358	02/14/24	10004469	CERRITOS DODGE	CHRYSLER 171710	AUTO PARTS	0.00	34.69
1011	423358	02/14/24	10004469	CERRITOS DODGE	CHRYSLER 171710	AUTO PARTS	0.00	420.44
1011	423358	02/14/24	10004469	CERRITOS DODGE	CHRYSLER 171710	AUTO PARTS	0.00	1,648.15
1011	423358	02/14/24	10004469	CERRITOS DODGE	CHRYSLER 171710	AUTO PARTS	0.00	27.07
1011	423358	02/14/24	10004469	CERRITOS DODGE	CHRYSLER 171710	AUTO PARTS	0.00	666.20
TOTAL	CHECK						0.00	3,371.56
1011	423359	02/14/24	00000337	CERTIFIED FOLDER	DISPLAY 106117	BROCHURES	0.00	1,595.01
1011	423360	02/14/24	10007941	CHARTER COMMUNICATIONS	H 170670	8448400240089206	0.00	289.14
1011	423361	02/14/24	10007941	CHARTER COMMUNICATIONS	H 170670	8448400240527841	0.00	111.47
1011	423362	02/14/24	10013237	JONATHAN CHOI	650208	REIMB EXP 1/22-26/24	0.00	1,186.86
1011	423363	02/14/24	10013440	YOUNG CHOI	11	RE/E23-0396/6382 SCHU	0.00	100.00
1011	423364	02/14/24	00000206	CLINICAL LAB OF SAN BERN	352363	SAMPLING DEC 23	0.00	492.50
1011	423364	02/14/24	00000206	CLINICAL LAB OF SAN BERN	352363	SAMPLING DEC 23	0.00	1,575.50
TOTAL	CHECK						0.00	2,068.00
1011	423365	02/14/24	00009710	MARY COLES-GUZMAN	121135	REIMB MLG/MEAL/FEB-24	0.00	73.03
1011	423366	02/14/24	10013452	CONNECT WORLDWIDE LLC	995100	JAPAN WEBNAR	0.00	1,500.00
1011	423367	02/14/24	10013442	VIRMAN COQUIA	11	RF/DEPOSIT#R8985	0.00	500.00
1011	423368	02/14/24	00000030	CORONA CLAY CO INC	860810	ANGEL MIX FOB - DELIVE	279.00	3,879.00
1011	423368	02/14/24	00000030	CORONA CLAY CO INC	860810	FUEL SURCHARGE	0.00	150.00
1011	423368	02/14/24	00000030	CORONA CLAY CO INC	860810	TRUCKING CHARGE	0.00	1,500.00
1011	423368	02/14/24	00000030	CORONA CLAY CO INC	860810	ANGEL MIX FOB - DELIVE	313.88	4,363.88
1011	423368	02/14/24	00000030	CORONA CLAY CO INC	860810	FUEL SURCHARGE	0.00	150.00
1011	423368	02/14/24	00000030	CORONA CLAY CO INC	860810	TRUCKING CHARGE	0.00	1,500.00
TOTAL	CHECK						592.88	11,542.88
1011	423369	02/14/24	10012192	COSTAR REALTY INFORMATIO	632110	FEB-24 SERVICE	0.00	420.00
1011	423370	02/14/24	10002389	COUNTY OF ORANGE TREASUR	550502	SURCHG-DEC-23	0.00	7,223.00
1011	423371	02/14/24	10002389	COUNTY OF ORANGE TREASUR	650302	ROUTER/JAN-24	0.00	1,129.32
1011	423372	02/14/24	10002389	COUNTY OF ORANGE TREASUR	650404	MO.COMM CHG/OCT-23	0.00	34.75
1011	423373	02/14/24	10011407	COYOTE,WILDLIFE & PEST S	160108	COYOTE ABATE/JAN-24	0.00	2,300.00
1011	423374	02/14/24	00000711	CITY OF CYPRESS	560230	SHARE SIG JULY-SEP-23	0.00	224.39
1011	423374	02/14/24	00000711	CITY OF CYPRESS	560230	SHARE SIG JULY-SEP-23	0.00	265.71
1011	423374	02/14/24	00000711	CITY OF CYPRESS	560230	SHARE SIG JULY-SEP-23	0.00	378.25
1011	423374	02/14/24	00000711	CITY OF CYPRESS	560230	SHARE SIG JULY-SEP-23	0.00	399.62
1011	423374	02/14/24	00000711	CITY OF CYPRESS	560230	SHARE SIG JULY-SEP-23	0.00	495.98
1011	423374	02/14/24	00000711	CITY OF CYPRESS	560230	SHARE SIG JULY-SEP-23	0.00	182.60
TOTAL	CHECK						0.00	1,946.55

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1011	423375	02/14/24	00005001	CYPRESS COLLEGE FOUNDATI	101101	10 BENEFACTOR SPONSOR	0.00	6,500.00
1011	423376	02/14/24	10011360	DENNIS KARL BATCHELOR	275150	ASSIGNING FEE/JAN-24	0.00	420.00
1011	423377	02/14/24	00007295	D PREP, INC.	650208	OFCR INVOL.3/11-12/24	0.00	249.00
1011	423378	02/14/24	00003865	DAVID TAUSSIG & ASSOCIAT	11	CFD SVC/DEC-23	0.00	818.40
1011	423379	02/14/24	10012372	JONATHAN DAVIS	650208	PISTOL RED 2/1-2/24	0.00	209.60
1011	423380	02/14/24	10008395	DEVELOPMENT COUNSELLORS	995100	MO MANAGEMENT	0.00	2,857.33
1011	423381	02/14/24	00000741	DELL MARKETING L P	650303	VLA WINDOWS SERVER USE	0.00	3,740.00
1011	423381	02/14/24	00000741	DELL MARKETING L P	650303	VLA WINDOWS SERVER DC	0.00	12,003.60
1011	423381	02/14/24	00000741	DELL MARKETING L P	650303	POWEREDGE R320 UPGRADE	0.00	331.08
1011	423381	02/14/24	00000741	DELL MARKETING L P	650303	REINSTATEMENT FEES	0.00	199.00
TOTAL	CHECK						0.00	16,273.68
1011	423382	02/14/24	10008843	DEPARTMENT OF INDUSTRIAL	170670	CONVEYANCE/JAN-24	0.00	225.00
1011	423383	02/14/24	00003900	DLT SOLUTIONS, LLC/MICRO	126143	9701-1008733 - ARCHITE	0.00	6,409.50
1011	423383	02/14/24	00003900	DLT SOLUTIONS, LLC/MICRO	126143	970-1454 - ARCHITECTUR	0.00	1,281.90
1011	423383	02/14/24	00003900	DLT SOLUTIONS, LLC/MICRO	126143	9701-1001741 - ARCHITE	0.00	3,403.67
TOTAL	CHECK						0.00	11,095.07
1011	423384	02/14/24	10008875	THOMAS F. DONINI	275315	DJ SVC 2/3/24	0.00	400.00
1011	423385	02/14/24	10013443	CYNTHIA DOSS	11	REF DEPOSIT#R9899	0.00	100.00
1011	423386	02/14/24	10009520	THE ECOHERO SHOW, LLC	160109	VIRTURAL CLS/JAN-24	0.00	1,350.00
1011	423386	02/14/24	10009520	THE ECOHERO SHOW, LLC	196916	VIRTURAL CLS/JAN-24	0.00	1,350.00
TOTAL	CHECK						0.00	2,700.00
1011	423387	02/14/24	10012329	ECO-NOMICS, INC.	190137	EDIBLE FOOD/JAN-24	0.00	6,976.25
1011	423387	02/14/24	10012329	ECO-NOMICS, INC.	196916	EDIBLE FOOD/FINAL	0.00	1,675.00
1011	423387	02/14/24	10012329	ECO-NOMICS, INC.	196916	EDIBLE FOOD/FINAL	0.00	1,560.00
1011	423387	02/14/24	10012329	ECO-NOMICS, INC.	196916	EDIBLE FOOD/FINAL	0.00	2,076.25
TOTAL	CHECK						0.00	12,287.50
1011	423388	02/14/24	00009627	EMCOR SERVICE MESA ENERG	170670	HVAC REPAIR	0.00	2,279.08
1011	423389	02/14/24	10012646	ENGINEERING ASSOCIATES,	11	RF/E21-0133/7722 STAG	0.00	500.00
1011	423390	02/14/24	00000039	ENTENMANN ROVIN COMPANY	650208	OFFICER UNIF BADGE	0.00	154.05
1011	423391	02/14/24	00006560	ENTERPRISE FM TRUST, INC	650603	LEASE 4 VEH/FEB-24	0.00	1,387.42
1011	423392	02/14/24	10012212	NICOLE RENEE ESCOBAR	275150	SCOREKEEP 1/20-2/2/24	0.00	32.00
1011	423393	02/14/24	10008311	EVERETT DOREY, LLP	107420	LUIS ELICEA	0.00	4,813.75
1011	423393	02/14/24	10008311	EVERETT DOREY, LLP	107420	LUIS ELICEA	0.00	3,081.00

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1011	423393	02/14/24	10008311	EVERETT DOREY, LLP	107420	LUIS ELICEA	0.00	2,720.00
1011	423393	02/14/24	10008311	EVERETT DOREY, LLP	107420	LUIS ELICEA	0.00	2,363.50
1011	423393	02/14/24	10008311	EVERETT DOREY, LLP	107420	LUIS ELICEA	0.00	5,218.00
1011	423393	02/14/24	10008311	EVERETT DOREY, LLP	107420	LUIS ELICEA	0.00	2,033.13
1011	423393	02/14/24	10008311	EVERETT DOREY, LLP	107420	LUIS ELICEA	0.00	1,216.00
TOTAL CHECK							0.00	21,445.38
1011	423394	02/14/24	10004626	EXPEDIA, INC.	995100	EXPEDIA ADS	0.00	23,245.59
1011	423395	02/14/24	00000739	ELLIOTT AUTO SUPPLY COMP	171710	AUTO PARTS	0.00	75.23
1011	423395	02/14/24	00000739	ELLIOTT AUTO SUPPLY COMP	171710	AUTO PARTS	0.00	69.48
1011	423395	02/14/24	00000739	ELLIOTT AUTO SUPPLY COMP	171710	AUTO PARTS	0.00	76.05
1011	423395	02/14/24	00000739	ELLIOTT AUTO SUPPLY COMP	171710	AUTO PARTS	0.00	131.79
1011	423395	02/14/24	00000739	ELLIOTT AUTO SUPPLY COMP	171710	AUTO PARTS	0.00	285.05
1011	423395	02/14/24	00000739	ELLIOTT AUTO SUPPLY COMP	171710	AUTO PARTS	0.00	25.19
1011	423395	02/14/24	00000739	ELLIOTT AUTO SUPPLY COMP	171710	AUTO PARTS	0.00	99.88
1011	423395	02/14/24	00000739	ELLIOTT AUTO SUPPLY COMP	171710	AUTO PARTS	0.00	464.17
1011	423395	02/14/24	00000739	ELLIOTT AUTO SUPPLY COMP	171710	AUTO PARTS	0.00	192.19
TOTAL CHECK							0.00	1,419.03
1011	423396	02/14/24	00000320	FEDERAL EXPRESS CORPORAT	121110	TRANS CHARGE	0.00	34.88
1011	423397	02/14/24	10008558	BYRON FERGUSON	275135	YT OFFICIAL 1/20-2/9/	0.00	1,400.00
1011	423398	02/14/24	10006064	FEWER FIRES, LLC	170670	FIRE EXT. SERVICE	0.00	176.50
1011	423399	02/14/24	10007059	FIVESTAR RUBBER STAMP ET	101101	BADGES	0.00	23.61
1011	423399	02/14/24	10007059	FIVESTAR RUBBER STAMP ET	275105	BADGES	0.00	34.05
1011	423399	02/14/24	10007059	FIVESTAR RUBBER STAMP ET	650302	BADGES	0.00	63.49
1011	423399	02/14/24	10007059	FIVESTAR RUBBER STAMP ET	126120	STAMP	0.00	31.17
1011	423399	02/14/24	10007059	FIVESTAR RUBBER STAMP ET	731120	BADGE	0.00	8.51
TOTAL CHECK							0.00	160.83
1011	423400	02/14/24	10007852	RJ HANSON INC	171710	PAINT VEHICLE	0.00	5,861.31
1011	423400	02/14/24	10007852	RJ HANSON INC	171710	PAINT VEHICLE	0.00	5,861.31
1011	423400	02/14/24	10007852	RJ HANSON INC	171710	PAINT VEHICLE	0.00	5,861.31
1011	423400	02/14/24	10007852	RJ HANSON INC	171710	PAINT VEHICLE	0.00	5,861.32
1011	423400	02/14/24	10007852	RJ HANSON INC	171710	PAINT VEHICLE	0.00	5,831.40
1011	423400	02/14/24	10007852	RJ HANSON INC	171710	PAINT VEHICLE	0.00	5,861.32
TOTAL CHECK							0.00	35,137.97
1011	423401	02/14/24	10013444	ANITA FLORES	275140	RF/SHELTER#R9928	0.00	135.00
1011	423402	02/14/24	10003190	FOOD 4 LESS	275315	SENIOR DANCE	0.00	101.92
1011	423403	02/14/24	00001095	FRANCHISE TAX BOARD	73	DED:0071 MISC	0.00	100.00
1011	423404	02/14/24	10002147	FUJITEC AMERICA, INC.	170670	ELEVATOR MAINT	0.00	442.45
1011	423405	02/14/24	00000046	FULLER ENGINEERING INC	352363	CL2 HOLDER	0.00	259.62
1011	423405	02/14/24	00000046	FULLER ENGINEERING INC	352363	CL2 BOISSERANC	0.00	609.81
TOTAL CHECK							0.00	869.43

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1011		423406	02/14/24	10007168	FUN EXPRESS, LLC	275140	# IN-5/905 - MEDIUM TO	0.00	527.70
1011		423406	02/14/24	10007168	FUN EXPRESS, LLC	275140	#12/4758 - SPRING ASSO	0.00	527.70
1011		423406	02/14/24	10007168	FUN EXPRESS, LLC	275140	#4/8037 - SUPER TOY AS	0.00	479.70
1011		423406	02/14/24	10007168	FUN EXPRESS, LLC	275140	#5/537 - NOISEMAKER &	0.00	479.70
1011		423406	02/14/24	10007168	FUN EXPRESS, LLC	275140	#37/157 - JUMPING BUNN	0.00	55.90
1011		423406	02/14/24	10007168	FUN EXPRESS, LLC	275140	#5/823 - BUBBLE BOTTLE	0.00	319.90
1011		423406	02/14/24	10007168	FUN EXPRESS, LLC	275140	#37/356 - BULK MINI EA	0.00	75.95
1011		423406	02/14/24	10007168	FUN EXPRESS, LLC	275140	#39/1346 - EASTER FUN	0.00	271.80
1011		423406	02/14/24	10007168	FUN EXPRESS, LLC	275140	#12/740 - SUPER ROLLS	0.00	89.95
1011		423406	02/14/24	10007168	FUN EXPRESS, LLC	275140	SALES TAX	0.00	219.19
1011		423406	02/14/24	10007168	FUN EXPRESS, LLC	275140	#5/1652 - CANDY ASSORT	0.00	1,279.60
1011		423406	02/14/24	10007168	FUN EXPRESS, LLC	275140	#/K110-BB - LAFFY TAFF	0.00	1,349.80
1011		423406	02/14/24	10007168	FUN EXPRESS, LLC	275140	#13575716 - BULK DUM D	0.00	439.95
1011		423406	02/14/24	10007168	FUN EXPRESS, LLC	275140	#/K1770 - SOUR PATCH K	0.00	299.40
1011		423406	02/14/24	10007168	FUN EXPRESS, LLC	275140	#/K1398 - KIDS COMBO A	0.00	1,024.19
1011		423406	02/14/24	10007168	FUN EXPRESS, LLC	275140	#13872198 - JOLLY RANC	0.00	679.95
TOTAL CHECK								0.00	8,120.38
1011		423407	02/14/24	00004593	FUN ON THE FARM, INC.	275120	HORSE FUN/WINTER-24	0.00	465.50
1011		423408	02/14/24	00002166	GANAHL LUMBER CORP	860810	SUPPLIES	0.00	168.06
1011		423408	02/14/24	00002166	GANAHL LUMBER CORP	631140	SMALL TOOLS	0.00	48.39
1011		423408	02/14/24	00002166	GANAHL LUMBER CORP	170670	HARDWARE	0.00	57.10
1011		423408	02/14/24	00002166	GANAHL LUMBER CORP	170670	HARDWARE	0.00	127.35
1011		423408	02/14/24	00002166	GANAHL LUMBER CORP	170670	HARDWARE	0.00	19.15
1011		423408	02/14/24	00002166	GANAHL LUMBER CORP	170670	HARDWARE	0.00	47.49
1011		423408	02/14/24	00002166	GANAHL LUMBER CORP	631140	SMALL TOOLS	0.00	13.99
1011		423408	02/14/24	00002166	GANAHL LUMBER CORP	170670	HARDWARE	0.00	53.82
1011		423408	02/14/24	00002166	GANAHL LUMBER CORP	352363	METER SURVEY	0.00	44.13
1011		423408	02/14/24	00002166	GANAHL LUMBER CORP	352363	CABALLERO MAINT	0.00	16.77
1011		423408	02/14/24	00002166	GANAHL LUMBER CORP	560640	RAIN GEAR	0.00	181.62
1011		423408	02/14/24	00002166	GANAHL LUMBER CORP	860815	GRAFFITI	0.00	118.03
1011		423408	02/14/24	00002166	GANAHL LUMBER CORP	860815	GRAFFITI	0.00	71.46
1011		423408	02/14/24	00002166	GANAHL LUMBER CORP	731150	SMALL TOOLS	0.00	8.93
1011		423408	02/14/24	00002166	GANAHL LUMBER CORP	170670	HARDWARE	0.00	111.42
TOTAL CHECK								0.00	1,087.71
1011		423409	02/14/24	10013445	MARIA GASPERIN	275140	REF SHELTER#R10001	0.00	110.00
1011		423410	02/14/24	10001832	GHD INC	11	8441 WAVERLY DRIVE	0.00	1,208.51
1011		423411	02/14/24	10001832	GHD INC	11	7682 CRAIG AVE	0.00	1,051.01
1011		423412	02/14/24	10001832	GHD INC	11	6644 GRAMERCY	0.00	478.13
1011		423413	02/14/24	10001832	GHD INC	11	7861 BEACH BLVD	0.00	189.01
1011		423414	02/14/24	10013448	RILEY GODFREY	275125	REIMB/AQUATICS CERT24	0.00	405.00
1011		423415	02/14/24	10010190	NPG INC	560211	#34977-5 PERM COLD PA	249.55	3,219.55
1011		423415	02/14/24	10010190	NPG INC	560211	DELIVERY CHARGE	0.00	250.00

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TOTAL CHECK							249.55	3,469.55
1011	423416	02/14/24	10013447	RUTH GONSALEZ	11	RF/DEPOSIT#R9314	0.00	500.00
1011	423417	02/14/24	10008749	GOOGLE INC.	995100	MO AD/JAN-24	0.00	33,602.37
1011	423418	02/14/24	00000055	GRAINGER INC	170670	HARDWARE	0.00	193.95
1011	423419	02/14/24	00005680	CINDY GRISWOLD	275405	1ST AID/CPR/WINTER-24	0.00	133.00
1011	423420	02/14/24	10013446	ROCCO GUERRA	275305	REIMB/CARDSTOCK	0.00	66.77
1011	423421	02/14/24	00002647	HAAKER EQUIPMENT CO CORP	171710	SEWER TRUCK	0.00	2,985.28
1011	423422	02/14/24	10011678	STUART ANDREW HENDRICKSO	275315	DJ SVC/VALENTINES DAY	0.00	200.00
1011	423423	02/14/24	10003061	HIGGINS ENVIRONMENTAL IN	170670	RANGE MAINT	0.00	2,425.69
1011	423424	02/14/24	00002854	VERONICA HOCHEDÉ	275305	BALLROOM DNC JAN-24	0.00	805.13
1011	423425	02/14/24	00000057	HOME DEPOT / GECF	170670	HARDWARE	0.00	10.49
1011	423425	02/14/24	00000057	HOME DEPOT / GECF	560640	SUPPLIES	0.00	8.60
1011	423425	02/14/24	00000057	HOME DEPOT / GECF	170670	HARDWARE	0.00	34.95
1011	423425	02/14/24	00000057	HOME DEPOT / GECF	352363	METER SURVEY	0.00	123.59
1011	423425	02/14/24	00000057	HOME DEPOT / GECF	170670	HARDWARE PLUMBING	0.00	39.10
1011	423425	02/14/24	00000057	HOME DEPOT / GECF	860810	SUPPLIES	0.00	61.64
1011	423425	02/14/24	00000057	HOME DEPOT / GECF	170670	HARDWARE PLUMBING	0.00	40.45
1011	423425	02/14/24	00000057	HOME DEPOT / GECF	170670	HARDWARE	0.00	179.85
1011	423425	02/14/24	00000057	HOME DEPOT / GECF	352363	TRUCK STOCK	0.00	97.92
1011	423425	02/14/24	00000057	HOME DEPOT / GECF	560640	COUPLINGS	0.00	18.64
1011	423425	02/14/24	00000057	HOME DEPOT / GECF	352363	DRINKS METER CREW	0.00	25.52
1011	423425	02/14/24	00000057	HOME DEPOT / GECF	352363	HOLDER WELL	0.00	7.39
1011	423425	02/14/24	00000057	HOME DEPOT / GECF	352363	HOSES	0.00	172.36
1011	423425	02/14/24	00000057	HOME DEPOT / GECF	170670	REFRIGERATOR	0.00	1,580.69
1011	423425	02/14/24	00000057	HOME DEPOT / GECF	560640	HARDWARE	0.00	23.66
1011	423425	02/14/24	00000057	HOME DEPOT / GECF	560640	HARDWARE	0.00	102.20
TOTAL CHECK							0.00	2,527.05
1011	423426	02/14/24	00006447	HOME PIPE & SUPPLY CORP	170670	PLUMBING	0.00	851.98
1011	423427	02/14/24	00008482	HOUSING PROGRAMS	732031	SCERP-202310/CAMPOS	0.00	600.00
1011	423428	02/14/24	10009091	HUE C LUU	731150	ENG SERVICES/FEB-24	0.00	7,665.00
1011	423429	02/14/24	10012663	ICE MANAGEMENT, LLC	275120	ICE SKATING/WINTER-24	0.00	907.71
1011	423430	02/14/24	10012742	INFOSEND, INC	352267	POSTAGE/JAN-24	0.00	3,068.90
1011	423430	02/14/24	10012742	INFOSEND, INC	352267	MATERIALS/SVC/JAN-24	0.00	880.78
1011	423430	02/14/24	10012742	INFOSEND, INC	352267	MATERIALS/SVC/JAN-24	0.00	761.99
1011	423430	02/14/24	10012742	INFOSEND, INC	352267	POSTAGE/JAN-24	0.00	2,632.13
TOTAL CHECK							0.00	7,343.80

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION-----	SALES TAX	AMOUNT
1011	423431	02/14/24	10009556	INNOVATIVE DESIGN & SHEE	171710	POLICE CAR PARTS	0.00	2,413.35
1011	423432	02/14/24	10007507	INTERWEST CONSULTING GRO	11	CONSULTING/DEC-23	0.00	85.00
1011	423433	02/14/24	10013424	J&N TACTICAL	650407	#40MM-BS - BORE SIGHTE	0.00	185.00
1011	423433	02/14/24	10013424	J&N TACTICAL	650407	#CH-GH-2625 - NON BURN	0.00	295.00
1011	423433	02/14/24	10013424	J&N TACTICAL	650407	#PT-TOOL-LENCOTRK RAIL	0.00	295.00
1011	423433	02/14/24	10013424	J&N TACTICAL	650407	FREIGHT	0.00	58.00
1011	423433	02/14/24	10013424	J&N TACTICAL	11	OFFSET SALES TAX	0.00	-64.56
1011	423433	02/14/24	10013424	J&N TACTICAL	650407	SALES TAX	0.00	64.56
TOTAL	CHECK						0.00	833.00
1011	423434	02/14/24	00010018	JOSEPH M JACKSON	275405	MARTIAN ARTS/WINTER24	0.00	252.70
1011	423434	02/14/24	00010018	JOSEPH M JACKSON	275120	MARTIAN ARTS/WINTER24	0.00	424.27
TOTAL	CHECK						0.00	676.97
1011	423435	02/14/24	00009561	TRADITIONAL AUTO SUPPLY	171710	AUTO PARTS	0.00	202.95
1011	423435	02/14/24	00009561	TRADITIONAL AUTO SUPPLY	171710	AUTO PARTS	0.00	208.84
1011	423435	02/14/24	00009561	TRADITIONAL AUTO SUPPLY	171710	AUTO PARTS	0.00	27.99
1011	423435	02/14/24	00009561	TRADITIONAL AUTO SUPPLY	171710	AUTO PARTS	0.00	214.92
1011	423435	02/14/24	00009561	TRADITIONAL AUTO SUPPLY	171710	AUTO PARTS	0.00	76.33
1011	423435	02/14/24	00009561	TRADITIONAL AUTO SUPPLY	171710	AUTO PARTS	0.00	95.02
1011	423435	02/14/24	00009561	TRADITIONAL AUTO SUPPLY	171710	AUTO PARTS	0.00	54.41
1011	423435	02/14/24	00009561	TRADITIONAL AUTO SUPPLY	171710	AUTO PARTS	0.00	19.71
1011	423435	02/14/24	00009561	TRADITIONAL AUTO SUPPLY	171710	AUTO PARTS	0.00	93.57
1011	423435	02/14/24	00009561	TRADITIONAL AUTO SUPPLY	171710	AUTO PARTS	0.00	250.02
TOTAL	CHECK						0.00	1,243.76
1011	423436	02/14/24	10013364	JAESUNG JANG	875805	REF/DEPOSIT #R8929	0.00	500.00
1011	423437	02/14/24	10005932	JHM SUPPLY	860810	IRRIGATION	0.00	297.22
1011	423437	02/14/24	10005932	JHM SUPPLY	352363	66-1940 STOCK	0.00	30.69
1011	423437	02/14/24	10005932	JHM SUPPLY	860810	IRRIGATION	0.00	122.77
1011	423437	02/14/24	10005932	JHM SUPPLY	860810	IRRIGATION	0.00	913.46
1011	423437	02/14/24	10005932	JHM SUPPLY	860810	IRRIGATION	0.00	58.07
1011	423437	02/14/24	10005932	JHM SUPPLY	860810	IRRIGATION	0.00	95.02
1011	423437	02/14/24	10005932	JHM SUPPLY	860810	IRRIGATION	0.00	137.24
1011	423437	02/14/24	10005932	JHM SUPPLY	860810	IRRIGATION	0.00	158.03
1011	423437	02/14/24	10005932	JHM SUPPLY	860810	IRRIGATION	0.00	221.86
1011	423437	02/14/24	10005932	JHM SUPPLY	860810	IRRIGATION	0.00	300.33
1011	423437	02/14/24	10005932	JHM SUPPLY	860810	IRRIGATION	0.00	355.60
1011	423437	02/14/24	10005932	JHM SUPPLY	352363	METER SURVEY	0.00	332.81
1011	423437	02/14/24	10005932	JHM SUPPLY	860810	IRRIGATION	0.00	456.54
1011	423437	02/14/24	10005932	JHM SUPPLY	860810	IRRIGATION	0.00	614.68
1011	423437	02/14/24	10005932	JHM SUPPLY	560640	HARDWARE	0.00	446.67
TOTAL	CHECK						0.00	4,540.99
1011	423438	02/14/24	10008297	ADRIA JIMENEZ	101101	REIMB TVL EXP 1/16/24	0.00	65.65
1011	423439	02/14/24	10013371	JL GROUP, LLC	121110	REPL LOST CK#422827	0.00	5,364.37
1011	423440	02/14/24	00000042	JOHN B EWLES INC	560210	10 WHEEL DUMP	0.00	700.00

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1011	423441	02/14/24	10007145	BRYAN JOHNSON	650208	ED REIMB/DEC-23	0.00	500.00
1011	423442	02/14/24	00000054	TED JONES FORD INC.	171710	AUTO PARTS	0.00	80.96
1011	423442	02/14/24	00000054	TED JONES FORD INC.	171710	AUTO PARTS	0.00	176.44
TOTAL CHECK							0.00	257.40
1011	423443	02/14/24	10013435	KIM, JONGHWAN	52	UB REFUND	0.00	15.63
1011	423443	02/14/24	10013435	KIM, JONGHWAN	52	UB REFUND	0.00	13.67
TOTAL CHECK							0.00	29.30
1011	423444	02/14/24	10013426	KIM, YONG GYOO	52	UB REFUND	0.00	56.35
1011	423445	02/14/24	10012623	KAREN KNECHT	11	REF DEPOSIT#R9129	0.00	500.00
1011	423446	02/14/24	00002367	MILLENNIUM OPERATIONS, L	275210	TICKETS/SUM SAFARI-24	0.00	1,760.00
1011	423447	02/14/24	10003543	MOLLY H. KNOX	275305	EXERCISE/JAN-24	0.00	60.56
1011	423448	02/14/24	10011541	L.N. CURTIS AND SONS	650208	UNIFORMS	0.00	257.65
1011	423448	02/14/24	10011541	L.N. CURTIS AND SONS	650208	UNIFORMS	0.00	173.82
1011	423448	02/14/24	10011541	L.N. CURTIS AND SONS	650208	UNIFORMS	0.00	395.70
1011	423448	02/14/24	10011541	L.N. CURTIS AND SONS	650208	UNIFORMS	0.00	13.26
1011	423448	02/14/24	10011541	L.N. CURTIS AND SONS	650208	UNIFORMS	0.00	13.26
1011	423448	02/14/24	10011541	L.N. CURTIS AND SONS	650208	UNIFORMS	0.00	13.26
1011	423448	02/14/24	10011541	L.N. CURTIS AND SONS	650208	UNIFORMS	0.00	293.61
1011	423448	02/14/24	10011541	L.N. CURTIS AND SONS	650208	UNIFORMS	0.00	402.45
TOTAL CHECK							0.00	1,563.01
1011	423449	02/14/24	10007915	LANAIR GROUP, LLC	126143	0365 EXCHANGE/FEB-24	0.00	1,998.00
1011	423450	02/14/24	00002866	SERGIO LEPE	650208	REIMB ED/DEC-23	0.00	500.00
1011	423451	02/14/24	00001657	LIEBERT CASSIDY WHITMORE	121110	INVESTIGATION	0.00	2,502.00
1011	423452	02/14/24	10004046	LIGHT SOURCE PRINTING, I	650302	BUSINESS CARDS	0.00	123.37
1011	423452	02/14/24	10004046	LIGHT SOURCE PRINTING, I	650302	BUSINESS CARDS	0.00	150.58
1011	423452	02/14/24	10004046	LIGHT SOURCE PRINTING, I	101101	BUSINESS CARDS	0.00	169.62
1011	423452	02/14/24	10004046	LIGHT SOURCE PRINTING, I	160105	BUSINESS CARDS	0.00	246.74
1011	423452	02/14/24	10004046	LIGHT SOURCE PRINTING, I	275410	BUSINESS CARDS	0.00	493.48
1011	423452	02/14/24	10004046	LIGHT SOURCE PRINTING, I	631140	BUSINESS CARDS	0.00	123.34
TOTAL CHECK							0.00	1,307.13
1011	423453	02/14/24	10004279	LIGHTING SUPPLY INC.	11	BULB F032/835 FLUORESC	87.18	1,212.18
1011	423453	02/14/24	10004279	LIGHTING SUPPLY INC.	11	CF42DT/E/835 42 WATT F	25.19	350.19
1011	423453	02/14/24	10004279	LIGHTING SUPPLY INC.	11	CF32DT/E/835 32 WATT F	25.19	350.19
1011	423453	02/14/24	10004279	LIGHTING SUPPLY INC.	11	BULB 35W FLOUR F40CW/S	8.95	124.45
1011	423453	02/14/24	10004279	LIGHTING SUPPLY INC.	11	BULB FLOUR F032/V41-T8	151.13	2,101.13
TOTAL CHECK							297.64	4,138.14
1011	423454	02/14/24	10009795	RCA INVESTMENTS INC	171710	MOTORCYCLE PARTS	0.00	946.43

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1011	423455	02/14/24	10012952	LOOPNET	632110	COM PROP SEARCH/FEB24	0.00	111.96
1011	423456	02/14/24	10006086	WILLYVALDO LOPEZ	650208	REIMB ED/DEC-23	0.00	600.00
1011	423457	02/14/24	10004795	LOS ANGELES TRUCK CENTER	171710	PARTS	0.00	435.83
1011	423458	02/14/24	10013199	JOSEPH LOVETERE	650208	REIMB ED/DEC-23	0.00	550.00
1011	423459	02/14/24	00000077	LU'S LIGHTHOUSE INC	171710	KWIK CONNECT	0.00	98.68
1011	423459	02/14/24	00000077	LU'S LIGHTHOUSE INC	171710	HALOGEN	0.00	36.02
1011	423459	02/14/24	00000077	LU'S LIGHTHOUSE INC	171710	PROFILE BLADES	0.00	77.16
TOTAL CHECK							0.00	211.86
1011	423460	02/14/24	00002066	M.J. ELLS GENERAL CONTRA	170670	RE-ROOF & PAINT RESTRO	0.00	24,359.00
1011	423461	02/14/24	10005515	KATHLEEN MASTIN	275305	LINE DNC JAN-24	0.00	130.96
1011	423462	02/14/24	10013260	MBC ENTERPRISES INC.	32	PMT#8 RET.	0.00	-14,851.75
1011	423462	02/14/24	10013260	MBC ENTERPRISES INC.	32	PMT#9 RET.	0.00	-218.60
1011	423462	02/14/24	10013260	MBC ENTERPRISES INC.	290163	PEAK/BOISERRANC/JAN24	0.00	4,372.00
1011	423462	02/14/24	10013260	MBC ENTERPRISES INC.	290163	PEAK/BOISERRANC/JAN24	0.00	297,034.90
TOTAL CHECK							0.00	286,336.55
1011	423463	02/14/24	10013427	MC DONALDS CORP	52	UB REFUND	0.00	53.45
1011	423464	02/14/24	10009226	MERCY HOUSE LIVING CENTE	106131	NAV.SHELTER/DEC-23	0.00	364,111.91
1011	423465	02/14/24	00003714	METRO FLUID CONNECTORS I	171710	SEAL KIT	0.00	958.61
1011	423465	02/14/24	00003714	METRO FLUID CONNECTORS I	860815	GRAFFITI	0.00	82.91
1011	423465	02/14/24	00003714	METRO FLUID CONNECTORS I	452410	HOSE JETTER	0.00	39.86
TOTAL CHECK							0.00	1,081.38
1011	423466	02/14/24	00005331	SIMON MIKIEWICZ	126143	REIMB 11/28/23 KBF MT	0.00	107.29
1011	423467	02/14/24	10009587	MILLS COLLISION CENTER	171710	COLLISION REPAIRS	0.00	2,949.35
1011	423468	02/14/24	10004737	MITCHELL REPAIR	171710	PRODEMAND SUB	0.00	2,640.00
1011	423469	02/14/24	10013264	MOBILE FLEET WASH, CORP	171710	CAR WASHES	0.00	400.00
1011	423469	02/14/24	10013264	MOBILE FLEET WASH, CORP	171710	CAR WASHES	0.00	500.00
TOTAL CHECK							0.00	900.00
1011	423470	02/14/24	00004517	MUNICIPAL EQUIPMENT EXPO	452410	REPLACEMENT SKIDS	0.00	384.00
1011	423471	02/14/24	00004380	MUNICIPAL MAINTENANCE EQ	452410	REPLACEMENT PARTS	0.00	30.40
1011	423471	02/14/24	00004380	MUNICIPAL MAINTENANCE EQ	452410	REPLACEMENT PARTS	0.00	211.05
TOTAL CHECK							0.00	241.45
1011	423472	02/14/24	00009876	MUNICIPAL WATER DIST OF	396848	EFFIC PROG/DEC-23	0.00	611.43
1011	423473	02/14/24	10013391	NORTH AMERICAN SAFETY, I	560210	GLO-V1 CLASS 2 REVERS	0.00	24.99
1011	423473	02/14/24	10013391	NORTH AMERICAN SAFETY, I	560210	SAFETY VEST SIZE: LARG	0.00	99.96

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1011	423473	02/14/24	10013391	NORTH AMERICAN SAFETY, I	560210	SAFETY VEST SIZE: XL	0.00	199.92
1011	423473	02/14/24	10013391	NORTH AMERICAN SAFETY, I	560210	SAFETY VEST SIZE: 2XL	0.00	99.96
1011	423473	02/14/24	10013391	NORTH AMERICAN SAFETY, I	560210	SAFETY VEST SIZE: 3XL	0.00	24.99
1011	423473	02/14/24	10013391	NORTH AMERICAN SAFETY, I	560210	SAFETY VEST SIZE: 5XL	0.00	24.99
1011	423473	02/14/24	10013391	NORTH AMERICAN SAFETY, I	560210	SCREENPRINT TRANSFER O	0.00	142.50
1011	423473	02/14/24	10013391	NORTH AMERICAN SAFETY, I	11	OFFSET SALES TAX	0.00	-47.84
1011	423473	02/14/24	10013391	NORTH AMERICAN SAFETY, I	560210	SALES TAX	0.00	47.84
TOTAL CHECK							0.00	617.31
1011	423474	02/14/24	10007111	OC CLERK-RECORDER'S OFFI	11	5240 BEACH/JAN-24	0.00	50.00
1011	423475	02/14/24	10005163	OCEAN BREEZE PACIFIC, LL	275405	LINEN BPCC	0.00	389.99
1011	423476	02/14/24	10013449	YOVANA OCHOA	275140	REF/SHELTER/R10168	0.00	110.00
1011	423477	02/14/24	00000099	OFFICE DEPOT, INC.	126120	OFFICE SUPPLIES	0.00	542.93
1011	423478	02/14/24	10009436	RYAN OLDHAM	290157	4 PK UPGR/FINAL FEB24	0.00	2,140.00
1011	423478	02/14/24	10009436	RYAN OLDHAM	290157	PEAK PARK ADA/FEB-24	0.00	10,275.00
TOTAL CHECK							0.00	12,415.00
1011	423479	02/14/24	10013302	ONYX PAVING COMPANY, INC	24	PMT#2 RET.	0.00	-12,463.88
1011	423479	02/14/24	10013302	ONYX PAVING COMPANY, INC	590168	PAVE REHAB/DEC-23	0.00	249,277.61
TOTAL CHECK							0.00	236,813.73
1011	423480	02/14/24	00000913	ORANGE COUNTY FIRE AUTHO	640310	RETIRE MED PROG/FEB24	0.00	2,480.00
1011	423481	02/14/24	00000221	ORANGE COUNTY SHERIFFS D	650208	COLLISION 2/5-9/24	0.00	175.00
1011	423482	02/14/24	00000221	ORANGE COUNTY SHERIFFS D	650208	TRAINING 3/3-8/24	0.00	130.00
1011	423483	02/14/24	10013450	PERLA RODRIGUEZ	275125	REIMB CERT AQUATIC-24	0.00	180.00
1011	423484	02/14/24	10012668	PACIFIC ADVANCED CIVIL E	290163	PEAK/BOISSERANC/JAN24	0.00	13,636.25
1011	423485	02/14/24	00000222	EDCO/PARK DISPOSAL CORP.	171710	CNG FUEL	0.00	313.86
1011	423486	02/14/24	00000222	EDCO/PARK DISPOSAL CORP.	460220	RES BILL/JANUARY-24	0.00	372,440.12
1011	423487	02/14/24	10010711	ANIL G. PATEL	732044	HMLER STA DEC23-JAN24	0.00	1,000.00
1011	423488	02/14/24	00010948	PEOPLE SPACE	170670	4 CUBICLE WORKSTATIONS	0.00	20,216.37
1011	423489	02/14/24	00005145	PETTY CASH/COMMUNITY SER	275305	MLG B.CERVANTES JAN24	0.00	3.93
1011	423489	02/14/24	00005145	PETTY CASH/COMMUNITY SER	275105	OFS SUPL/C. SANCHEZ	0.00	5.79
1011	423489	02/14/24	00005145	PETTY CASH/COMMUNITY SER	275130	WINGS/M.VANSICKLE	0.00	10.33
1011	423489	02/14/24	00005145	PETTY CASH/COMMUNITY SER	275135	YT SPORTS/B.REYNOLDS	0.00	11.84
1011	423489	02/14/24	00005145	PETTY CASH/COMMUNITY SER	275105	MLG C.SANCHEZ JAN-24	0.00	16.38
1011	423489	02/14/24	00005145	PETTY CASH/COMMUNITY SER	275145	MLG/DEC-232 M.THOMPSE	0.00	20.31
1011	423489	02/14/24	00005145	PETTY CASH/COMMUNITY SER	275145	MLG JAN-24 M.THOMPSEN	0.00	32.10
1011	423489	02/14/24	00005145	PETTY CASH/COMMUNITY SER	275160	GYM PNO/H.NUNEZ'	0.00	34.96
1011	423489	02/14/24	00005145	PETTY CASH/COMMUNITY SER	275130	PNO A.MAGANA JAN-24	0.00	36.04

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1011	423489	02/14/24	00005145	PETTY CASH/COMMUNITY SER	275145	PNO/A.MAGANA/FEB-24	0.00	46.05
TOTAL CHECK							0.00	217.73
1011	423490	02/14/24	00002715	ROGER PLUMLEE	650208	SLI CL527 2/29-3/2/24	0.00	256.00
1011	423491	02/14/24	00008488	THE PRINTERY, INC.	105105	BP TODAY/WINTER-24	0.00	14,759.12
1011	423492	02/14/24	10008910	PREMIER CHRYSLER DODGE J	171710	AUTO PARTS	0.00	32.32
1011	423492	02/14/24	10008910	PREMIER CHRYSLER DODGE J	171710	AUTO PARTS	0.00	112.00
TOTAL CHECK							0.00	144.32
1011	423493	02/14/24	10013431	PRIMAL RESPONSE TRAINING	650208	PISTOL RED 2/1-2/24	0.00	550.00
1011	423494	02/14/24	10001965	PYRO-COMM SYSTEMS, INC.	170670	FIRE ALARM MONITORING	0.00	135.00
1011	423495	02/14/24	10008467	QUADIENT LEASING USA, IN	121135	LEASING	0.00	1,104.42
1011	423496	02/14/24	10013194	QUALITY OFFICE FURNISHIN	170670	HMVR-2460G-NS; MOTIVAT	0.00	716.40
1011	423496	02/14/24	10013194	QUALITY OFFICE FURNISHIN	170670	HMVR-2460G-NS; MOTIVAT	0.00	2,790.00
1011	423496	02/14/24	10013194	QUALITY OFFICE FURNISHIN	170670	HMTUMOD50- UNIVERSAL M	0.00	693.00
1011	423496	02/14/24	10013194	QUALITY OFFICE FURNISHIN	170670	HQB-INTERLINK IQ POWER	0.00	304.20
1011	423496	02/14/24	10013194	QUALITY OFFICE FURNISHIN	170670	HQH5-P-3P1B.BLK; POP-U	0.00	219.15
1011	423496	02/14/24	10013194	QUALITY OFFICE FURNISHIN	170670	HQH5-3- INTERLINK IQ P	0.00	448.20
1011	423496	02/14/24	10013194	QUALITY OFFICE FURNISHIN	170670	HQJ3-INTERLINK IQ POWE	0.00	253.80
1011	423496	02/14/24	10013194	QUALITY OFFICE FURNISHIN	170670	HCTROUGH1710- CABLE MN	0.00	144.23
1011	423496	02/14/24	10013194	QUALITY OFFICE FURNISHIN	170670	HIGS6- IGNITION GUEST/	0.00	2,803.50
1011	423496	02/14/24	10013194	QUALITY OFFICE FURNISHIN	170670	DELIVERY/SET-UP	0.00	2,215.00
1011	423496	02/14/24	10013194	QUALITY OFFICE FURNISHIN	170670	SALES TAX	0.00	658.55
1011	423496	02/14/24	10013194	QUALITY OFFICE FURNISHIN	170670	WAIVER OF SUBROGATION	0.00	125.01
TOTAL CHECK							0.00	11,371.04
1011	423497	02/14/24	10001203	R.V. NURSERIES INC	860810	PLANTS	0.00	1,131.38
1011	423497	02/14/24	10001203	R.V. NURSERIES INC	860810	PLANTS	0.00	1,562.38
TOTAL CHECK							0.00	2,693.76
1011	423498	02/14/24	10013451	CITY OF REDONDO BEACH	275210	SEASIDE SAFARI-24	0.00	296.00
1011	423499	02/14/24	10013076	RMS CONSTRUCTION	290157	PARK IMPROV/JAN-24	0.00	197,145.20
1011	423499	02/14/24	10013076	RMS CONSTRUCTION	32	PMT#6 RET.	0.00	-9,857.26
TOTAL CHECK							0.00	187,287.94
1011	423500	02/14/24	10008403	P & D INDUSTRIES LLC	171710	RHINO CHEMICALS	0.00	202.31
1011	423501	02/14/24	10012485	EFRAIN RUBALCAVA	650208	PER DIEM TRG #23-111	0.00	40.00
1011	423502	02/14/24	10013433	RYAN SALAZAR	650208	REIMB ED/CATO DEC-23	0.00	550.00
1011	423503	02/14/24	00000412	SOUTHERN COUNTIES OIL CO	171710	DIESEL FUEL	0.00	4,978.14
1011	423504	02/14/24	10009505	SHRED-IT, INC. USA	650302	SHREDDING	0.00	865.13
1011	423504	02/14/24	10009505	SHRED-IT, INC. USA	275105	SHREDDING	0.00	50.56
1011	423504	02/14/24	10009505	SHRED-IT, INC. USA	105105	SHREDDING	0.00	50.57

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1011	423504	02/14/24	10009505	SHRED-IT, INC. USA	115110	SHREDDING	0.00	50.57
1011	423504	02/14/24	10009505	SHRED-IT, INC. USA	160105	SHREDDING	0.00	50.57
1011	423504	02/14/24	10009505	SHRED-IT, INC. USA	126120	SHREDDING	0.00	50.57
TOTAL CHECK							0.00	1,117.97
1011	423505	02/14/24	00003272	SIRCHIE FINGER PRINT	650307	# K2B46C, KPAK POLYEST	30.64	426.04
1011	423505	02/14/24	00003272	SIRCHIE FINGER PRINT	650307	SHIPPING	0.00	22.50
TOTAL CHECK							30.64	448.54
1011	423506	02/14/24	10005948	JIMMY SMITH	275305	ROUND DNC JAN-24	0.00	241.13
1011	423507	02/14/24	10012204	SO CAL CONCRETE DELIVERY	560211	CONCRETE	0.00	988.34
1011	423507	02/14/24	10012204	SO CAL CONCRETE DELIVERY	560211	CONCRETE	0.00	1,364.68
TOTAL CHECK							0.00	2,353.02
1011	423508	02/14/24	00000530	RLG ENTERPRIZES INC.	275105	FIRST AID SUPPLIES	0.00	55.78
1011	423508	02/14/24	00000530	RLG ENTERPRIZES INC.	121140	FIRST AID SUPPLIES	0.00	194.41
1011	423508	02/14/24	00000530	RLG ENTERPRIZES INC.	121140	FIRST AID SUPPLIES	0.00	115.27
TOTAL CHECK							0.00	365.46
1011	423509	02/14/24	10011596	MIKE SON	650303	RIPA APPL/DATA XML	0.00	187.50
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 560230	7113 FIRESTONE/JAN-24	0.00	66.10
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	BEACH/MALVERN/JAN-24	0.00	128.43
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	7731 STANTON/JAN-24	0.00	259.11
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 352510	2881 ROSECRANS/JAN-24	0.00	5,860.42
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 352510	6140 BALL WELL/JAN-24	0.00	6,751.08
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 860810	6401 LINCOLN/JAN-24	0.00	11.32
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	6691 BEACH/JAN-24	0.00	51.90
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 560230	6194 AUTO CTR/JAN-24	0.00	7.67
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 860810	6293 AUTO CTR/JAN-24	0.00	12.69
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 560230	7006 ARTESIA/JAN-24	0.00	14.41
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 560230	6410 AUTO CTR/JAN-24	0.00	156.37
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	7700 WESTERN/JAN-24	0.00	300.61
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 352510	5860 DALE PMP/JAN-24	0.00	619.37
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 860810	7225 EL DORADO/JAN-24	0.00	6,921.03
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 352510	7750 CAMELLIA/JAN-24	0.00	17,880.79
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 560230	BEACH/DURANGO/JAN24	0.00	44.90
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	BEACH/9TH/JAN-24	0.00	54.48
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	RT91 FY OFF RMP/JAN24	0.00	58.17
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 560230	5755 CRESCENT/JAN-24	0.00	59.08
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 860810	6232 AUTO CTR/JAN-24	0.00	60.03
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	BEACH/STAGE/JAN-24	0.00	69.60
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	BEACH/CRESCENT/JAN-24	0.00	79.61
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	7201 ARTESIA/JAN-24	0.00	96.74
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	BEACH/ARTESIA/JAN-24	0.00	97.35
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 560230	7901 LA MIRADA/JAN-24	0.00	145.72
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 170670	6640 BEACH/JAN-24	0.00	20,728.52
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	6989 ARTESIA/JAN-24	0.00	83.84
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 170670	6500 AUTO CTR/JAN-24	0.00	84.06
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	SW CNR OR'THOR/JAN24	0.00	86.86
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 560230	6200 STANTON/JAN-24	0.00	87.00

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1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	SAN REMO/VLVW/JAN-24	0.00	94.67
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	7582 COMNWLTH/JAN-24	0.00	94.67
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	5700 BRIDGEPORT/JAN24	0.00	102.24
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 560230	7611 BEACH/JAN-24	0.00	104.65
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 560230	6655 AUTO CTR/JAN-24	0.00	106.54
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 560230	6210 INDIANA/JAN-24	0.00	106.82
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 560230	7365 ARTESIA/JAN-24	0.00	110.49
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 560230	7341 ARTESIA/JAN-24	0.00	147.58
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	BP LIGHTING/JAN-24	0.00	68,036.76
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 860810	4900 BEACH/JAN-24	0.00	6.69
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	ES VLYVW SO FY/JAN-24	0.00	19.76
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	7731 STANTON/JAN-24	0.00	23.90
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	MNCHESTR/ARTES/JAN-24	0.00	29.53
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	BEACH/MALVERN/JAN-24	0.00	33.63
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	BEACH/COMNWLTH/JAN24	0.00	33.63
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 560230	5600 MALVERN/JAN-24	0.00	33.63
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	8252 OR'THORP/JAN-24	0.00	33.63
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 560230	7341 ARTESIA/JAN-24	0.00	39.32
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	STANTON/MAPLE/JAN-24	0.00	39.32
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 560230	8221 DALE/JAN-24	0.00	39.32
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	6248 CRESCENT/JAN-24	0.00	42.51
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	RT91 FY EO KNOT/JAN24	0.00	43.74
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 560230	6655 MANCHESTR/JAN24	0.00	43.94
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 860810	7732 TULARE/JAN-24	0.00	11.85
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 560230	7901 LA MIRADA/JAN-24	0.00	39.32
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	9TH WESTERN/JAN-24	0.00	39.32
1011	423512	02/14/24	00000226	SOUTHERN CALIFORNIA	EDIS 660240	CRSNT X SAN RIO/JAN24	0.00	42.51
TOTAL CHECK							0.00	130,377.23
1011	423513	02/14/24	00000328	SOUTHERN CALIFORNIA	GAS 860810	7225 EL DORADO/JAN-24	0.00	130.76
1011	423513	02/14/24	00000328	SOUTHERN CALIFORNIA	GAS 170670	6601 BEACH/JAN-24	0.00	4.74
1011	423513	02/14/24	00000328	SOUTHERN CALIFORNIA	GAS 860810	7600 DALE/JAN-24	0.00	13.81
1011	423513	02/14/24	00000328	SOUTHERN CALIFORNIA	GAS 170670	6660 BEACH/JAN-24	0.00	34.30
1011	423513	02/14/24	00000328	SOUTHERN CALIFORNIA	GAS 170670	8152 KNOTT/JAN-24	0.00	76.27
1011	423513	02/14/24	00000328	SOUTHERN CALIFORNIA	GAS 170670	8150 KNOTT/JAN-24	0.00	238.85
1011	423513	02/14/24	00000328	SOUTHERN CALIFORNIA	GAS 170670	8150 KNOTT#D/JAN-24	0.00	1,038.22
1011	423513	02/14/24	00000328	SOUTHERN CALIFORNIA	GAS 170670	6650 BEACH/JAN-24	0.00	1,459.65
1011	423513	02/14/24	00000328	SOUTHERN CALIFORNIA	GAS 170670	6640 BEACH/JAN-24	0.00	3,822.82
1011	423513	02/14/24	00000328	SOUTHERN CALIFORNIA	GAS 860810	7171 8TH ST/JAN-24	0.00	26.23
1011	423513	02/14/24	00000328	SOUTHERN CALIFORNIA	GAS 170670	6955 ARAGON/JAN-24	0.00	1,271.42
TOTAL CHECK							0.00	8,117.07
1011	423514	02/14/24	10006963	SPEAKWRITE, LLC	650305	TRANSCRIBE/JAN-24	0.00	1,174.30
1011	423515	02/14/24	00001085	STAPLES CONTRACT & COMME	126120	OFFICE SUPPLIES	0.00	174.64
1011	423515	02/14/24	00001085	STAPLES CONTRACT & COMME	275135	OFFICE SUPPLIES	0.00	231.07
1011	423515	02/14/24	00001085	STAPLES CONTRACT & COMME	121135	OFFICE SUPPLIES	0.00	191.73
1011	423515	02/14/24	00001085	STAPLES CONTRACT & COMME	126120	OFFICE SUPPLIES	0.00	10.88
1011	423515	02/14/24	00001085	STAPLES CONTRACT & COMME	106117	OFFICE SUPPLIES	0.00	18.60
1011	423515	02/14/24	00001085	STAPLES CONTRACT & COMME	126120	OFFICE SUPPLIES	0.00	84.24
TOTAL CHECK							0.00	711.16

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1011	423516	02/14/24	10010941	TYSON KOERPER	995100	TMD 2024	0.00	1,265.00
1011	423517	02/14/24	10011938	T-MOBILE	650303	982979864 FEB-24	0.00	1,210.18
1011	423518	02/14/24	10011938	T-MOBILE	995100	995916635 FEB-24	0.00	1,405.08
1011	423519	02/14/24	10011938	T-MOBILE	171710	974300786 JAN-24	0.00	36.40
1011	423520	02/14/24	10007171	T-MOBILE USA, INC.	650302	4827057 JAN-24	0.00	25.00
1011	423521	02/14/24	10006419	MARTIN TOMSICK	650208	REIMB ED/DEC-23	0.00	500.00
1011	423522	02/14/24	00004212	TOWNSEND PUBLIC AFFAIRS	352267	LOBBYIST/FEB-24	0.00	2,018.75
1011	423522	02/14/24	00004212	TOWNSEND PUBLIC AFFAIRS	105105	LOBBYIST/FEB-24	0.00	6,056.25
TOTAL CHECK							0.00	8,075.00
1011	423523	02/14/24	00004212	TOWNSEND PUBLIC AFFAIRS	105105	GRANT WRITE/FEB-24	0.00	5,000.00
1011	423524	02/14/24	00010230	TRENCH SHORING CO, INC.	352363	#1103000608 - TRENCH T	320.85	4,460.85
1011	423524	02/14/24	00010230	TRENCH SHORING CO, INC.	352363	SHIPPING	10.77	149.77
TOTAL CHECK							331.62	4,610.62
1011	423525	02/14/24	10009554	TRUTH BE TOLD POLYGRAPH,	650105	POLYGRAPH 4 APPLICANT	0.00	1,000.00
1011	423526	02/14/24	10012511	TSG ENTERPRISES, INC	290163	PEAK PK IMPROV/JAN-24	0.00	2,493.50
1011	423526	02/14/24	10012511	TSG ENTERPRISES, INC	290150	WHITAKER PARK/JAN-24	0.00	906.50
1011	423526	02/14/24	10012511	TSG ENTERPRISES, INC	290163	PEAK PK IMPROV/DEC-23	0.00	1,235.50
1011	423526	02/14/24	10012511	TSG ENTERPRISES, INC	490010	SEWER MAINT/DEC-23	0.00	536.50
1011	423526	02/14/24	10012511	TSG ENTERPRISES, INC	590181	ORANGETHORPE/DEC23	0.00	1,202.50
1011	423526	02/14/24	10012511	TSG ENTERPRISES, INC	290153	SCE TRAIL PHS.2/DEC23	0.00	1,327.25
1011	423526	02/14/24	10012511	TSG ENTERPRISES, INC	290157	ADA IMPROVE/DEC-23	0.00	853.50
1011	423526	02/14/24	10012511	TSG ENTERPRISES, INC	590181	ORANGETHORPE/JAN-24	0.00	795.50
1011	423526	02/14/24	10012511	TSG ENTERPRISES, INC	290153	SCE PHS.2 TRAIL/JAN24	0.00	939.50
TOTAL CHECK							0.00	10,290.25
1011	423527	02/14/24	10006614	TYLER TECHNOLOGIES, INC.	550502	ZEBRA PRINTER ZQ521	1,220.63	16,970.63
1011	423527	02/14/24	10006614	TYLER TECHNOLOGIES, INC.	550502	TC720L-OME24B0-FT/ZEBR	0.00	45,612.00
1011	423527	02/14/24	10006614	TYLER TECHNOLOGIES, INC.	550502	Z1AE-TC72XX-5C00/ZEBRA	0.00	14,868.00
1011	423527	02/14/24	10006614	TYLER TECHNOLOGIES, INC.	550502	CRD-TC7X-SE5EU1-01/ZEB	0.00	3,360.00
1011	423527	02/14/24	10006614	TYLER TECHNOLOGIES, INC.	550502	CBL-DC-382A1-01/ZEBRA	0.00	144.00
1011	423527	02/14/24	10006614	TYLER TECHNOLOGIES, INC.	550502	PWR-BGA12V108W0WW/ZEBR	0.00	480.00
1011	423527	02/14/24	10006614	TYLER TECHNOLOGIES, INC.	550502	23844-00-004/ZEBRA EVM	0.00	84.00
1011	423527	02/14/24	10006614	TYLER TECHNOLOGIES, INC.	550502	SALES TAX	0.00	5,002.47
1011	423527	02/14/24	10006614	TYLER TECHNOLOGIES, INC.	550502	BATTERY CHARGER, 6 SLO	0.00	475.00
1011	423527	02/14/24	10006614	TYLER TECHNOLOGIES, INC.	550502	BATTERY CHARGER, 3 SLO	0.00	294.00
1011	423527	02/14/24	10006614	TYLER TECHNOLOGIES, INC.	550502	ZEBRA ACC-PRINTER ZQ52	0.00	970.00
1011	423527	02/14/24	10006614	TYLER TECHNOLOGIES, INC.	550502	TAX	0.00	134.77
TOTAL CHECK							1,220.63	88,394.87
1011	423537	02/14/24	00010474	U.S.BANK CORPORATE PAYME	106118	T-SHRT TRAD SHO/COPPI	0.00	-482.58
1011	423537	02/14/24	00010474	U.S.BANK CORPORATE PAYME	170670	END TABLE/AVERELL	0.00	-86.19
1011	423537	02/14/24	00010474	U.S.BANK CORPORATE PAYME	101101	FLIGHT SONNE/JIMENEZ	0.00	-36.00

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FUND - 11 - GENERAL FUND

CASH	ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION-----	SALES TAX	AMOUNT
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 275410	RET.OFS SUPL/NIELSEN	0.00	-31.23
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 275410	RET.OFS SUPL/NIELSEN	0.00	-24.08
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 101101	FLIGHT SONNE/JIMENEZ	0.00	-15.95
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 115110	RET CR:SUPL/GUERRA	0.00	-15.06
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 101101	FLIGHT SONNE/JIMENEZ	0.00	-13.95
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 275410	RET.OFS SUPL/NIELSEN	0.00	-3.60
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 275410	RET.OFS SUPL/NIELSEN	0.00	-3.60
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 275410	RET.OFS SUPL/NIELSEN	0.00	-1.21
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 275410	RET.OFS SUPL/NIELSEN	0.00	-0.43
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 650208	BAGS NOT NEEDED/COTA	0.00	-0.10
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 650302	AUTOMAT STAPLER/COTA	0.00	4.21
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 732044	LYFT RIDE/NIELSEN	0.00	6.72
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	10.43
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 121110	PORTOS/MGTANALYST/DP	0.00	10.64
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 170670	BIN/LACTATE RM/AVEREL	0.00	10.78
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 275205	SPOTIFY SUBS/MARTINEZ	0.00	10.99
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 650402	SCR.PROTECTOR/NGUYEN	0.00	11.46
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/JOHNSON	0.00	11.63
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 115110	DROP BX ACCT/BADILLO	0.00	11.99
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 115110	CITY CLK SUPPL/GUERRA	0.00	12.47
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 115120	PASSPORT SUPL/GUERRA	0.00	12.92
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 101101	CNCL FOOD SUPL/GUERRA	0.00	13.00
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 732044	BIRTH CERT/NIELSEN	0.00	13.00
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 101101	CNCL FOOD SUPL/GUERRA	0.00	13.23
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 101101	CNCL FOOD SUPL/GUERRA	0.00	13.57
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 732044	LYFT RIDE/NIELSEN	0.00	13.69
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 170670	LAC RM SUPL/COLES-GUZ	0.00	14.97
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 115110	CITY CLK SUPL/GUERRA	0.00	15.06
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 101101	CNCL FOOD SUPL/GUERRA	0.00	15.51
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	15.57
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	15.94
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 115110	ZOOM ACCT/GUERRA	0.00	15.99
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 101101	ZOOM ACCT/JIMENEZ	0.00	15.99
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 160105	ZOOM SUBS/MIKHAEL	0.00	15.99
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 650303	ZOOM/NGUYEN	0.00	15.99
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	16.08
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 115120	PASSPORT SUPL/GUERRA	0.00	16.97
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	17.01
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 106117	KBF MKT TEAM/DIEZ	0.00	17.34
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 121110	PORTOS/TRAFFENFORCE/DP	0.00	17.44
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 631140	YR.PLANNER/MESHAM	0.00	17.77
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 275305	OFFICE SUPL/DAVIS	0.00	17.86
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 106117	GOOGLE SUITES/COPPING	0.00	18.00
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	20.17
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	20.22
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTOR/RICE	0.00	20.22
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTOR/RICE	0.00	21.48
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	21.72
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 275110	COMMIS FOLDERS/BOX	0.00	21.80
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	21.81
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 126120	COFFEE SUPL/COLES-GUZ	0.00	21.97
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	23.30

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1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/JOHNSON	0.00	23.35
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	23.40
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 121135	REPRO SUPL/COLES-GUZ	0.00	23.63
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	GAS/FUEL/VU	0.00	23.90
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	24.06
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTOR/RICE	0.00	24.19
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	24.40
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	24.70
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	24.85
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	24.95
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 650602	OCHIA MBRSHIP/BAILEY	0.00	25.00
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTOR/RICE	0.00	25.01
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	25.33
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	25.40
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 101101	CNCL FOOD SUPL/GUERRA	0.00	25.59
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/JOHNSON	0.00	25.75
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTOR/RICE	0.00	25.78
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	25.93
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTOR/COLON	0.00	26.00
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 170670	PROTECT-PLAN/AVERELL	0.00	26.00
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTOR/COLON	0.00	26.18
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTOR/RICE	0.00	26.40
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTOR/COLON	0.00	26.80
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	26.97
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/JOHNSON	0.00	27.27
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTO/SALAZAR	0.00	27.77
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 275305	GLOVES/KITCHEN/DAVIS	0.00	28.65
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	FUEL/TRF MOTOR/COLON	0.00	29.00
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 115110	CITY CLK SUPL/GUERRA	0.00	29.42
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 105105	MO ADOBE ACCT/MEDINA	0.00	29.99
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 275305	PICKLEBAL SUPL/DAVIS	0.00	32.31
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 650402	DESK LIGHT/NGUYEN	0.00	32.31
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 650303	SURFACEPRO/MIKIEWICZ	0.00	34.37
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 126120	COFFEE SUPL/COLES-GUZ	0.00	34.57
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 171710	CARWASH CM VEH/FRANCE	0.00	35.00
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 160105	WATER/DONUT MT/MOORE	0.00	35.98
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 275405	COFFEE SUPL/MARTINEZ	0.00	36.97
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 115110	CITY CLK SUPL/LOPEZ	0.00	40.93
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 106118	SAMPLE LOGO/COPPING	0.00	45.00
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 170670	END TABLE/AVERELL	0.00	45.24
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 631140	IN/OUT BOARD/MESHAM	0.00	45.52
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 160105	CEAOC/MBR DUES/MIKHAEL	0.00	50.00
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 160105	CEAOC MTG CF/MIKHAEL	0.00	50.00
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 105105	LUN FENNESSY/FRANCE	0.00	50.14
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 115110	CITY CLK SUPL/GUERRA	0.00	50.63
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 101101	COUNCIL SUPL/LOPEZ	0.00	52.32
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 275305	VAL DAY DNC SUP/DAVIS	0.00	52.73
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 170670	TRASH CAN/AVERELL	0.00	53.88
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 106117	ADOBE MO SUBS/COPPING	0.00	54.99
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 101101	ST.CIT.TIC/CASTAN/LOP	0.00	55.20
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 160105	COFFEE SUPL/MIKHAEL	0.00	55.39
1011		423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 170670	ORGANIZER/AVERELL	0.00	59.26

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1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 650409	20' CONT RT/WILLIAMS	0.00	59.40
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 115110	CITY CLK SUPL/GUERRA	0.00	62.39
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 160105	DONUT SAFE MT/MOORE	0.00	64.75
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 101101	MAYOR CF/SONNE/JIMENE	0.00	65.90
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 170670	ROOM DIVIDER/AVERELL	0.00	67.87
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 121110	LINKEDIN/PRNCPLNG/RV	0.00	69.99
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 275305	PICKLEBALL SUPL/DAVIS	0.00	73.26
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 160105	COFFEE SUPL/MIKHAEL	0.00	74.69
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 170670	WALL DECOR/AVERELL	0.00	75.41
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 170670	LAC RM SUPL/COLES-GUZ	0.00	81.90
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 352363	MEAL 1/12 MAIN/MCGEE	0.00	84.05
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 650405	30LB DOG FOOD/WILLIAM	0.00	84.76
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 101101	POLICY DIN/TRAUT/LOPE	0.00	85.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 101101	POLICY DIN CASTAN/LOP	0.00	85.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 650208	CHIEF CF RM SUPL/COTA	0.00	85.13
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 126143	CAT6 ETHERNET/MIKIEWI	0.00	85.95
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 170670	END TABLE /AVERELL	0.00	86.19
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 170670	CLOCK/HLDR/AVERELL	0.00	86.20
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 101101	FLOWERS NUNES/GUERRA	0.00	88.88
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 275110	COMMIS FOLDERS/BOX	0.00	91.83
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 121110	R&B/MGTANALYST/DP	0.00	94.65
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 121110	AEP/SUSTAINMGR/DP	0.00	100.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 631140	CACEO CASTANE/MESHAM	0.00	100.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 170670	LAC RM SUPL/COLES-GUZ	0.00	100.30
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 650303	CAT6 ETHERNET/MIKIEWI	0.00	102.10
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 275315	VAL DAY SUPL/DAVIS	0.00	106.57
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 170670	WALL MIRROR/AVERELL	0.00	107.74
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 650405	30LB DOG FOOD/WILLIAM	0.00	113.01
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 121110	CHILIS/TRAFFENFORCE/DP	0.00	117.37
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 650204	CRIME PREVENT/DIERING	0.00	119.99
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 998100	ICSC CF VEGAS/FOULKES	0.00	125.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 275305	RT 2-WAY RADIOS/DAVIS	0.00	134.68
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 126120	CSMFO DUE GARCIA/HYUN	0.00	135.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 995100	I-PAD ACCESSORY/DIEZ	0.00	145.17
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 275210	ART SHOW SUP/MARTINEZ	0.00	147.92
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 650303	SWITCHES/CBL/MIKIEWIC	0.00	149.07
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 170670	LAMINATOR MAC/LIBUNAO	0.00	149.24
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 731120	PDAOC FORUM/MESHAM	0.00	150.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 731101	PDAOC JUDEH/MESHAM	0.00	150.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 731120	PDAOC SCHAEITZ/MESHAM	0.00	150.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 731110	PDAOC FOULKES/MESHAM	0.00	150.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 731101	PDAOC CHOI/MESHAM	0.00	150.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 731101	PDAOC DAVIS/MESHAM	0.00	150.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 170670	RUG/LACTAT RM/AVERELL	0.00	150.84
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 106117	VBP URL HOST/COPPING	0.00	160.90
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 170670	MINI FRIDG/AVERELL	0.00	172.39
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 170670	SILK TREE/STND/AVEREL	0.00	173.33
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 631142	FACEBK TOBACCO/FEWER	0.00	175.39
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 650101	IACP DUES/NUNES	0.00	190.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 275125	AQUATIC SUPL/COLES-GU	0.00	194.32
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 121110	BCWJOBS/SRWTRTCH/DP	0.00	200.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME 170670	WATER FILTER/LIBUNAO	0.00	203.52

SUNGARD PUBLIC SECTOR
DATE: 02/14/2024
TIME: 17:56:53

CITY OF BUENA PARK
CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 20
ACCTPA21

SELECTION CRITERIA: transact.trans_date between '20240201 00:00:00.000' and '20240214 00:00:00.000'
ACCOUNTING PERIOD: 8/24

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION-----	SALES TAX	AMOUNT	
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	101101	CNCL FOOD SUPL/GUERRA	0.00	205.33
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	631140	CACEO/CASTANE/MESHRA	0.00	210.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	101101	COUNCIL DINNER/GUERRA	0.00	211.38
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	452410	BK MUNI CONSUL/MOORE	0.00	225.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	126152	ONLINE WTR GTWY/HYUN	0.00	239.80
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	160105	STAND UP DESK/HUNT	0.00	269.36
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	170670	RECLINER/AVERELL	0.00	288.76
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	121110	AALRR/24CONFRV/RV	0.00	289.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	121110	AALRR/24CONFD/RV	0.00	289.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	275410	OFFICE SUPL/NIELSEN	0.00	289.33
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	106117	HOST MEDIA STAY/DIEZ	0.00	294.64
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	650208	PEER SUP CLS/BAILEY	0.00	299.99
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	650208	M.ESQUETINI CL/BAILEY	0.00	299.99
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	170670	RECYCLIN STAT/LIBUNAO	0.00	377.44
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	650407	SWAT LES LETH/DIERING	0.00	393.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	650407	SWAT LES LETH/DIERING	0.00	393.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	115115	MUNI ELEC SUPL/JIMENE	0.00	410.53
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	106117	EMAIL MKT SUBS/DIEZ	0.00	453.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	121110	SURVEYMONKYANNLFF/RV	0.00	468.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	275210	DEPOSIT SOFI/SAUCEDA	0.00	594.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	126120	ACFR AWARD/HYUN	0.00	610.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	126120	GFOA MBR.RENEW/HYUN	0.00	640.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	121110	CPS/HRCERT/DP	0.00	650.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	106118	15 RAC DISPLAY/COPPIN	0.00	714.31
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	995100	AIRFARE MEDIA/DIEZ	0.00	758.16
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	998100	ICSC CF VEGAS/FOULKES	0.00	850.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	998100	ICSC CF VEGAS/FOULKES	0.00	850.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	650407	SWAT CHEM AGT/DIERING	0.00	1,102.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	650407	SWAT CHEM AGT/DIERING	0.00	1,102.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	101101	US MAYOR CF/JIMENEZ	0.00	1,500.00
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	101101	US CF MAYOR/SONNE/LOP	0.00	1,930.55
1011	423537	02/14/24	00010474	U.S.BANK	CORPORATE PAYME	106118	LOGO WTR BOTTLE/COPPI	0.00	3,307.50
TOTAL CHECK							0.00	28,359.45	
1011	423538	02/14/24	00000416	UNDERGROUND	SVC.ALERT/SC	352363	DIG ALERT BOARD	0.00	87.50
1011	423538	02/14/24	00000416	UNDERGROUND	SVC.ALERT/SC	352363	DIG ALERT TICKETS	0.00	220.00
TOTAL CHECK							0.00	307.50	
1011	423539	02/14/24	10012270	UNITIS, INC.		352363	DISCHARGE HOSE	0.00	85.13
1011	423540	02/14/24	10006501	UNIVERSAL	ABATEMENT SERV	732031	HIP202306 LONGWORTH	0.00	4,850.00
1011	423541	02/14/24	10012924	URBAN HABITAT		32	PMT#6 RET.	0.00	-5,413.15
1011	423541	02/14/24	10012924	URBAN HABITAT		290150	WHITAKER SCH/NOV-23	0.00	108,262.94
TOTAL CHECK							0.00	102,849.79	
1011	423542	02/14/24	10011587	US BANK		997100	CUSTODY ACCT/DEC-23	0.00	291.67
1011	423543	02/14/24	10011587	US BANK		11	CUSTODY ACCT/DEC-23	0.00	208.33
1011	423544	02/14/24	10006634	VAN DE POL	ENTERPRISES,	171710	OIL	0.00	877.08

SUNGARD PUBLIC SECTOR
DATE: 02/14/2024
TIME: 17:56:53

CITY OF BUENA PARK
CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 21
ACCTPA21

SELECTION CRITERIA: transact.trans_date between '20240201 00:00:00.000' and '20240214 00:00:00.000'
ACCOUNTING PERIOD: 8/24

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION-----	SALES TAX	AMOUNT
1011	423545	02/14/24	00001911	JEFF VAN SICKLE	275135	YT OFFIC 1/20-2/9/24	0.00	60.00
1011	423546	02/14/24	10003356	VCA ANIMAL HOSPITALS, IN	650405	EXAM CONSULT/K9 JUNO	0.00	173.78
1011	423547	02/14/24	10009230	VERIZON BUSINESS	170670	4123237 X26 JAN-24	0.00	441.58
1011	423548	02/14/24	10002032	VERIZON WIRELESS	275105	56130691500007 JAN-24	0.00	337.38
1011	423549	02/14/24	10002032	VERIZON WIRELESS	650303	54237315000001 JAN-24	0.00	2,699.16
1011	423550	02/14/24	10002032	VERIZON WIRELESS	352363	87008359200001 JAN-24	0.00	551.06
1011	423550	02/14/24	10002032	VERIZON WIRELESS	170670	87008359200001 JAN-24	0.00	957.31
TOTAL	CHECK						0.00	1,508.37
1011	423551	02/14/24	10002032	VERIZON WIRELESS	560210	56130691500002 JAN-24	0.00	41.53
1011	423551	02/14/24	10002032	VERIZON WIRELESS	998100	56130691500002 JAN-24	0.00	41.53
1011	423551	02/14/24	10002032	VERIZON WIRELESS	352363	56130691500002 JAN-24	0.00	76.02
1011	423551	02/14/24	10002032	VERIZON WIRELESS	115110	56130691500002 JAN-24	0.00	118.23
1011	423551	02/14/24	10002032	VERIZON WIRELESS	101101	56130691500002 JAN-24	0.00	118.23
1011	423551	02/14/24	10002032	VERIZON WIRELESS	170670	56130691500002 JAN-24	0.00	625.41
TOTAL	CHECK						0.00	1,020.95
1011	423552	02/14/24	00008608	VISION SERVICE PLAN-(CA) 73		JAN-24 INVOICE	0.00	3,691.56
1011	423553	02/14/24	10008881	VOHNE LICHE KENNELS, INC	650405	MO MT TRAINING/JAN24	0.00	400.00
1011	423554	02/14/24	00000138	VULCAN MATERIALS, INC.	560211	ASPHALT	0.00	288.99
1011	423554	02/14/24	00000138	VULCAN MATERIALS, INC.	560211	ASPHALT	0.00	453.40
TOTAL	CHECK						0.00	742.39
1011	423555	02/14/24	00000141	WEST COAST ARBORISTS INC	560641	ROUTINE PRUNING/DEC23	0.00	24,374.50
1011	423555	02/14/24	00000141	WEST COAST ARBORISTS INC	560641	TREE TRIMMING	0.00	5,473.50
TOTAL	CHECK						0.00	29,848.00
1011	423556	02/14/24	10012651	WILD RIVERS WATERPARK SP	275130	GROUP SALES ADMISSION,	0.00	2,610.00
1011	423556	02/14/24	10012651	WILD RIVERS WATERPARK SP	275210	GROUP SALES ADMISSION,	0.00	1,013.00
TOTAL	CHECK						0.00	3,623.00
1011	423557	02/14/24	10012502	WILD WATER OPERATING LLC	171710	CAR WASHES	0.00	456.00
1011	423558	02/14/24	10013257	WORKCARE, INC.	650426	PD WELLNESS/JAN-24	0.00	7,779.61
1011	423559	02/14/24	10002036	WRIGHTS LABOR SERVICES	732031	SCERP-202310 CAMPOS	0.00	13,990.00
1011	423560	02/14/24	10002036	WRIGHTS LABOR SERVICES	126128	HIP202301 MCDONALD	0.00	25,800.00
1011	423561	02/14/24	10006857	YARDLEY ORGILL CO., INC.	352363	VALVES VALLEY VIEW	0.00	3,192.36
1011	423561	02/14/24	10006857	YARDLEY ORGILL CO., INC.	352363	STOCK	0.00	1,190.01
TOTAL	CHECK						0.00	4,382.37
1011	423562	02/14/24	10013412	ZERO9 SOLUTIONS LTD	650208	ACCOUTREMENTS PD VEST	0.00	469.45

SUNGARD PUBLIC SECTOR
DATE: 02/14/2024
TIME: 17:56:53

CITY OF BUENA PARK
CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 22
ACCTPA21

SELECTION CRITERIA: transact.trans_date between '20240201 00:00:00.000' and '20240214 00:00:00.000'
ACCOUNTING PERIOD: 8/24

FUND - 11 - GENERAL FUND						
CASH ACCT	CHECK NO	ISSUE DT	VENDOR NAME	ACTIVITY	-----DESCRIPTION-----	SALES TAX
						AMOUNT
TOTAL CASH ACCOUNT						2,814.11
						2,584,863.33
TOTAL FUND						2,814.11
						2,584,863.33
TOTAL REPORT						2,814.11
						2,584,863.33

Voided Check Numbers	Date Printed
423318	2/14/2024
423510	
423511	
423528	
423529	
423530	
423531	
423532	
423533	
423534	
423535	
423536	

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK,
CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE
SUM OF \$24,315.26 COVERING RETIREE PAYROLL ENDING
JANUARY 31, 2024.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BUENA PARK
DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1: That in accordance with Section 37208 of the Government Code, the
Director of Finance or his designated representative hereby certifies to the accuracy of the
following demands and to the availability of funds for payment thereof.

Director of Finance

SECTION 2: The claims and demands in the sum of \$24,315.26, set forth on
the 2-page register attached to this resolution and made a part here of have been
audited as required by law and are hereby allowed in the amount set forth.

PASSED AND ADOPTED this _____ day of _____ 2024 by the following called
vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayor

ATTEST:

City Clerk

RESOLUTION NO. _____
Page 2

I hereby certify that the foregoing resolution was duly and regularly passed and adopted at a regular meeting of the City Council of the City of Buena Park held this _____ day of _____ 2024.

City Clerk

SUNGARD PUBLIC SECTOR
DATE: 02/12/2024
TIME: 11:52:45

CITY OF BUENA PARK
CHECK REGISTER(CONCISE)

PAGE NUMBER: 1
PAYREP83

SELECTION CRITERIA: checkhis.pay_run='MKR'
ALL CHECKS

PAYRUN: MKR
DATE: 02/02/2024

CHECK NUMBER	DEPOSIT AMOUNT	CHECK AMOUNT	MAN/VOID	-----EMPLOYEE-----	ID NUMBER
371059	.00	3.00		BEVINS, RONALD	9413
371060	.00	3.00		CHESEN, DONNA	9428
371061	.00	153.00		DENNY, JOHNNIE	9440
371062	.00	153.00		FAIRMAN, ERIC	9451
371063	.00	153.00		GONZALES, ROBERT	9461
371064	.00	3.00		HAMBY, PAUL	9466
371065	.00	153.00		JACKSON, GARY	9482
371066	.00	153.00		KIMERY, ERIC	9012
371067	.00	15.00		LONG, LINDA	9664
371068	.00	3.00		MACIS, NORMA	9504
371069	.00	3.00		MAYS, MARY	9677
371070	.00	153.00		MCCAY, DONALD	9517
371071	.00	43.00		ROBLES, AMPARO	9550
371072	.00	153.00		SCHWENGEL, LLOYD	9558
371073	.00	3.00		SIGLER, CAROL	9620
371074	.00	15.00		TRUJILLO, FRANK	9663
371075	.00	151.00		TUTHILL, LOREN	9581
371076	.00	3.00		WINNER, SAMUEL	9589
V371077	15.00	.00		AGUIRRE, RICHARD	9624
V371078	2,824.84	.00		BANKS, TAMRA	9687
V371079	15.00	.00		BECKER, LLOYD	9409
V371080	151.00	.00		BERRY, STEVE	9682
V371081	747.95	.00		BISBING, KRISTOPHER	9675
V371082	153.00	.00		BORREGARD, MICHAEL	9416
V371083	153.00	.00		BRANUM, TERRY	9418
V371084	1,441.88	.00		CARNEY, PATRICK	9014
V371085	43.00	.00		CIAMPA, LISA	9429
V371086	151.00	.00		CISNEROS, RUDY	9625
V371087	43.00	.00		CLARK, LAURENCE	9430
V371088	308.00	.00		CONN, SANDRA	9676
V371089	43.00	.00		COX, BARBARA	9435
V371090	3.00	.00		CRISP, BEVERLY	9612
V371091	153.00	.00		DASCENZI, PHILLIP	9438
V371092	43.00	.00		DESOUCY, DOLORES	9441
V371093	153.00	.00		DIXON, JAMES	9442
V371094	153.00	.00		DOCK, HENRY	9443
V371095	3.00	.00		EERNISSE, NOLA	9448
V371096	151.00	.00		FONCECA, ARTHUR	9456
V371097	712.14	.00		FORSYTH, RICHARD	9680
V371098	153.00	.00		FROST, FRANK	9458
V371099	308.00	.00		HAINLEY, LAWRENCE	9651
V371100	174.00	.00		HENEIN, NABIL	9662
V371101	153.00	.00		HESTER, KATHLEEN	9627
V371102	153.00	.00		HICKEN, GARY	9475
V371103	263.00	.00		HOLGUIN, ALEXANDER	9604
V371104	153.00	.00		HORNUNG, EDISON	9479
V371105	151.00	.00		JACKSON, TERESA	9628
V371106	153.00	.00		JONES, MICHAEL	9656
V371107	43.00	.00		JONES, SHIRLEY	9486
V371108	151.00	.00		JONES, WILLIAM	9485

SUNGARD PUBLIC SECTOR
DATE: 02/12/2024
TIME: 11:52:45

CITY OF BUENA PARK
CHECK REGISTER(CONCISE)

PAGE NUMBER: 2
PAYREP83

SELECTION CRITERIA: checkhis.pay_run='MKR'
ALL CHECKS

V371109	43.00	.00	KELLY, ANDREA	9661
V371110	43.00	.00	KERBAUGH, MARILYN	9654
V371111	153.00	.00	KIRBY, GEORGE	9488
V371112	43.00	.00	KIRK, BRET	9490
V371113	989.86	.00	KOHANEK, WILLIAM	9669
V371114	3.00	.00	KYLE, LESLIE	9493
V371115	153.00	.00	LININGER, RODNEY	9497
V371116	15.00	.00	LITCHFIELD, WILLIAM	9630
V371117	151.00	.00	LOEHR, LOTHAR	9499
V371118	1,441.88	.00	LOVCHIK, MICHAEL	9684
V371119	43.00	.00	LOWRY, MARILYN	9501
V371120	153.00	.00	LUCENTI, THOMAS	9502
V371121	43.00	.00	MALOUFF, JOSEPHINE	9505
V371122	153.00	.00	MANNING, BRUCE	9506
V371123	43.00	.00	MARTIN, GLORIA	9508
V371124	43.00	.00	MARTINEZ, DAVID	9649
V371125	153.00	.00	MARTINEZ, MANUEL	9667
V371126	153.00	.00	MCNEILLY, MICHAEL	9522
V371127	15.00	.00	MEALER, JAMES	9523
V371128	153.00	.00	MONSON, THOMAS	9638
V371129	308.00	.00	MOTE, ROBERT	9600
V371130	43.00	.00	NUNEZ, RICHARD	9674
V371131	2,093.07	.00	PELTON, GREGORY	9699
V371132	153.00	.00	PENA, RICHARD	9598
V371133	153.00	.00	POTTER, BRUCE	9541
V371134	153.00	.00	POWELL, ROGER	9672
V371135	43.00	.00	REDDICK, SUZANNE	9655
V371136	151.00	.00	RILEY, MARGARET	9681
V371137	43.00	.00	ROGERS, REGINA	9631
V371138	49.00	.00	ROONEY, MARIAN	9622
V371139	153.00	.00	SANDERS, DARYL	9553
V371140	15.00	.00	SANDOVAL, SANTIAGO	9658
V371141	153.00	.00	SCHOALES, JAMES	9555
V371142	43.00	.00	SELLS, ROBIN	9659
V371143	263.00	.00	SHEA, KEVIN	9671
V371144	43.00	.00	SHEARN, WYNNETTE	9641
V371145	994.50	.00	SIANEZ, COREY	9690
V371146	153.00	.00	STEWART, GREGORY	9572
V371147	153.00	.00	SWISHER, JOHN	9652
V371148	153.00	.00	SYLVESTER, DAVID	9574
V371149	15.00	.00	TEMPLETON, JOHN	9686
V371150	151.00	.00	TILTON, SHALICE	9683
V371151	263.00	.00	VREDENBURGH, JOHN	9657
V371152	153.00	.00	WADELL, VERN	9584
V371153	739.30	.00	WARSINSKI, RICKY	9645
V371154	151.00	.00	WHITESIDE, JOHN	9668
V371155	43.00	.00	WHITLOCK, JOHN	9633
V371156	2,824.84	.00	WORRALL, GARY	9685
V371157	43.00	.00	WYMAN, GUADALUPE	9592

PAYRUN TOTAL
CHECK: 99 22,999.26 1,316.00

TOTAL
CHECKS: 99 22,999.26 1,316.00

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK,
CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE
SUM OF \$918,910.23 COVERING REGULAR PAYROLL ENDING
FEBRUARY 02, 2024

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BUENA PARK
DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1: That in accordance with Section 37208 of the Government Code, the
Director of Finance or his designated representative hereby certifies to the accuracy of the
following demands and to the availability of funds for payment thereof.

Director of Finance

SECTION 2: The claims and demands in the sum of \$918,910.23 set forth on
this 8-page register attached to this resolution and made a part hereof have been
audited as required by law and are hereby allowed in the amount set forth.

PASSED AND ADOPTED this _____ day of _____ 2024 by the following called
vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayor

ATTEST:

City Clerk

RESOLUTION NO. _____
Page 2

I hereby certify that the foregoing resolution was duly and regularly passed and adopted at a regular meeting of the City Council of the City of Buena Park held this _____ day of _____ 2024.

City Clerk

SUNGARD PUBLIC SECTOR
DATE: 02/12/2024
TIME: 11:58:22

CITY OF BUENA PARK
CHECK REGISTER(CONCISE)

PAGE NUMBER: 1
PAYREP83

SELECTION CRITERIA: checkhis.pay_run='MK1'
ALL CHECKS

PAYRUN: MK1
DATE: 02/09/2024

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V371160	1,038.17	.00		DIAZ, MICHELLE	419
V371161	2,454.84	.00		DIEZ, KARINA	169
V371162	2,033.90	.00		ENGLEBRECHT, BRIDGET	261
V371163	867.54	.00		FEWER, JESSICA	580
V371164	6,932.19	.00		FRANCE, AARON	1650
V371165	2,701.36	.00		MEDINA, YARETZA	8
V371166	656.58	.00		MUNOZ, MICHELLE	440
V371167	667.89	.00		AHN, JOYCE	263
V371168	654.18	.00		BROWN, ARTHUR	655
V371169	727.58	.00		CASTANEDA, JOSE	277
V371170	468.53	.00		SONNE, SUSAN	5161
V371171	505.56	.00		TRAUT, CONNOR	5399
V371172	1,031.81	.00		AVITIA, LISA	114
V371173	2,681.32	.00		BADILLO, ANNA PATRICIA	168
V371174	1,628.14	.00		GUERRA, SARAH	1470
V371175	5,017.92	.00		JIMENEZ, ADRIA	2297
V371176	1,022.51	.00		KIRK, RALPH	384
V371177	1,833.11	.00		LOPEZ, ANGELICA	2928
V371178	2,743.40	.00		CASTRO, GWENDOLYNE	503
V371179	5,988.12	.00		FENTON, EDWARD	1564
V371180	2,047.22	.00		GONZALEZ, JACQUELINE	157
V371181	1,732.65	.00		KERN, DONNA	2574
V371182	2,225.46	.00		PREVO, DOREKA	390
V371183	3,169.51	.00		VALDEZ, REBECCA	5490
V371184	1,544.67	.00		BUENROSTRO, PATRICIA	227
V371185	3,874.11	.00		GARCIA, ADRIAN	1700
V371186	1,099.76	.00		GLAVIN, BARBARA	1768
V371187	1,854.88	.00		HERNANDEZ, GLORIA	2092
V371188	6,273.15	.00		HYUN, SUNG	2248
V371189	2,030.04	.00		KIM, MIN	2584
V371190	1,964.86	.00		LOVEJOY, REBEKAH	76
V371191	2,352.36	.00		MENDOZA, MARIA	3293
V371192	839.20	.00		OZAKI, GRACE	3881
V371193	1,818.00	.00		PAK, TIMOTHY	3955
V371194	2,553.68	.00		PEREZ, JESSICA	4111
V371195	2,431.50	.00		TOMASSETTI, JEEVANI	5623
V371196	1,981.99	.00		TRAN, KRYSTLE	242
V371197	4,066.32	.00		AVERELL, MARK	272
V371198	2,244.72	.00		COLES-GUZMAN, MARY	950
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V371200	1,725.80	.00		BELTRAN, CINDY	467
V371201	858.14	.00		CARDENAS, MARGARET	336
V371202	2,928.35	.00		CULL, ROBERT	1012
V371203	2,697.65	.00		LESTER, ALEXANDER	2868
V371204	1,745.26	.00		MACIAS, JUDITH	2996
V371205	2,171.15	.00		MAYORQUIN, RAYMUNDO	221
V371206	2,594.00	.00		TART, ANDRE	5235
V371207	3,967.75	.00		CAMACHO, MARIO	731

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SELECTION CRITERIA: checkhis.pay_run='MK1'
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V371215	3,467.73	.00	LUNA, HARALD	264
V371216	2,658.54	.00	MCALLEESE, IAN	159
V371217	4,269.06	.00	MESHGRAM, SWATI	3321
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V371219	2,524.13	.00	SANTOS, RUTH	4640
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V371221	1,688.47	.00	TAE, RAY	5196
V371222	2,108.31	.00	ZAPIEN, ERNESTINE	5777
V371223	47.39	.00	CHOI, YONG	388
V371224	47.39	.00	DAVIS, MONIQUE	386
V371225	47.39	.00	DIEP, DEBORAH	1208
V371226	47.39	.00	JUDEH, MIRVAT	389
V371227	47.39	.00	PATINO ESCALONA, HECTOR	387
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V371229	3,152.20	.00	DHAUW, MELISSA	1170
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V371232	694.71	.00	BARR, LISA	366
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V371258	3,639.68	.00	ESQUETINI, MARIA	1536
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V371260	2,020.29	.00	HERNANDEZ, ISABELLA	112
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V371263	820.13	.00	MENDOZA HERNANDEZ, STEPHANIE	427

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V371267	718.12	.00	RAMIREZ, ARIANNA	86
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V371270	3,349.65	.00	SHERIFF, SAMANTHA	2096
V371271	659.17	.00	SILVERIO, SAMANTHA	497
V371272	3,185.55	.00	TANIGUCHI, MELISSA	5230
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V371276	760.20	.00	KUHN, MICHELLE	2730
V371277	254.90	.00	KUHN, TARI	2747
V371278	1,315.97	.00	LARA, KARON	103
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V371281	1,998.23	.00	NGO, CATHERINE	3752
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V371286	3,329.61	.00	BELTRAN, CHRISTINA	13
V371287	5,556.35	.00	BERNAL, DAVID	480
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V371291	4,658.58	.00	BOYINGTON, DEVIN	594
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V371297	3,115.99	.00	CHAVEZ, ALEJANDRO	182
V371298	3,690.07	.00	CHAVEZ, ANTONY	246
V371299	3,066.64	.00	CHOI, JONATHON	827
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V371301	3,273.01	.00	CURATOLA, ANTHONY	350
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V371304	4,771.58	.00	ESCAMILLA, MARIO	1529
V371305	5,101.62	.00	ESCOBEDO, DOMINICK	1521
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V371307	5,374.56	.00	GALOS, MICHAEL	1680
V371308	4,705.08	.00	GANO, KEVIN	1742
V371309	2,719.70	.00	GONZALEZ, LUIS	164
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V371311	6,213.91	.00	HERST, RYAN	2102
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V371313	4,985.20	.00	JIMENEZ, GUSTAVO	2285
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V371317	3,488.68	.00	LOPEZ, GUILLERMO	2958
V371318	4,450.79	.00	LOVETERE, JOSEPH	2962
V371319	3,448.40	.00	MARTINEZ, JESUS	117

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V371324	3,505.71	.00	MURILLO CASTRO, JULIAN	268
V371325	3,055.59	.00	NGUYEN, ANTHONY	258
V371326	6,129.68	.00	NYHUS, CHRISTOPHER	3808
V371327	5,439.36	.00	O'DETTE, DIRK	3823
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V371332	5,931.52	.00	RAMIREZ, ANGEL	4314
V371333	3,379.66	.00	RANGEL, PRISCILLA	4337
V371334	4,304.58	.00	REYES, HUGO	98
V371335	2,658.51	.00	RODRIGUEZ, CHRISTIAN	4476
V371336	3,538.05	.00	RODRIGUEZ CASTILLERO, JOSEPH	259
V371337	3,919.64	.00	RUBALCAVA, EFRAIN	4590
V371338	5,941.70	.00	SHADDOW, JON-MICHAEL	4837
V371339	3,732.81	.00	TEWELL, MELISSA	5282
V371340	5,217.00	.00	TOMSICK, MARTIN	5360
V371341	2,128.46	.00	TRAN, JENNIFER	9666
V371342	5,537.51	.00	TRAN, TUYET	5424
V371343	3,400.85	.00	TURNER, JERAMIAH	291
V371344	4,639.54	.00	WILLIAMS, JUDITH	5660
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V371353	1,737.81	.00	SILVA, OSCAR	4886
V371354	1,753.56	.00	VAZQUEZ-CAMACHO, MARLENE	101
V371355	3,793.94	.00	VU, JEFFREY	5519
V371356	232.93	.00	BAIR, JOHN	284
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V371360	4,393.44	.00	BOUDREAU, CORY	583
V371361	2,035.89	.00	BOUDREAU, LAURA	2192
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V371364	4,354.40	.00	GENTNER, GEORGE	1765
V371365	3,518.08	.00	KALAGIAN, BRYANT	2436
V371366	2,383.22	.00	LOMELI, LISBETH	4516
V371367	2,872.26	.00	LOPEZ, VANESSA	2929
V371368	4,529.13	.00	LOPEZ, WILLYVALDO	2941
V371369	3,999.71	.00	LOWE, AUSTIN	2956
V371370	3,632.42	.00	MORALES, FRANK	3489
V371371	1,685.17	.00	MORALES MALDONADO, IVETT	3490
V371372	1,908.03	.00	O'DETTE, NANCY	1920
V371373	3,772.42	.00	ORTEGA, MICHAEL	104
V371374	4,376.52	.00	PANTOJA, DAVID	3986
V371375	7,705.14	.00	PLUMLEE, ROGER	4180

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CITY OF BUENA PARK
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ALL CHECKS

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V371380	2,496.72	.00	CAPISTRANO, FRANCES	74
V371381	1,749.35	.00	IBARRA, KRISTI	88
V371382	5,628.15	.00	MIKHAEL, MINA	3359
V371383	1,815.34	.00	ALMANZA, MINERVA	79
V371384	3,639.43	.00	ALQAM, NADER	71
V371385	3,623.55	.00	ARABOLU, DEEPTHI	178
V371386	2,475.65	.00	ESPARZA-ALMARAZ, AARON	383
V371387	2,954.60	.00	LANNAN, GREGORY	2791
V371388	2,745.20	.00	LEE, HYANG SUN	430
V371389	2,638.31	.00	PENA, MANUEL	2933
V371390	654.65	.00	SYFRITT, MATTHEW-WAYNE	428
V371391	2,935.66	.00	TRAN, JASON	96
V371392	3,657.67	.00	WRAY, NORMAN	5725
V371393	2,141.68	.00	ZARAGOZA, EDUARDO	5788
V371394	2,717.51	.00	AUBUCHON, LAURIE	250
V371395	1,991.13	.00	GENERA, ELIZABETH	1685
V371396	3,879.96	.00	HUNT, JOSEPH	2249
V371397	1,704.65	.00	LUX, ANDREA	2972
V371398	943.07	.00	ARREOLA, ERIK	223
V371399	2,107.77	.00	BACA, ANDREW	315
V371400	1,216.90	.00	BANUELOS, CHRISTOPHER	345
V371401	2,310.54	.00	BRITO, MICHAEL	642
V371402	2,319.34	.00	ESCATEL-OROSCO, PEDRO	1537
V371403	2,539.02	.00	GONZALEZ, ALEJANDRO	1783
V371404	1,237.52	.00	GUZMAN, KEVIN	132
V371405	3,883.05	.00	LIBUNAO, NINO	2912
V371406	1,263.66	.00	LISCANO, CHRISTOPHER	850
V371407	1,302.27	.00	MARASCO, MATTHEW	289
V371408	1,355.51	.00	MUNOZ, GENE	3600
V371409	2,369.55	.00	MUNOZ, JOHNNY	144
V371410	1,216.91	.00	ORTIZ, RAYMOND	309
V371411	1,216.90	.00	PRECIADO, CAMDEN	134
V371412	1,216.91	.00	RIOS, DANNY	282
V371413	2,171.74	.00	RIVERA, JOE	4450
V371414	652.41	.00	RODRIGUEZ, NATHANIAL	288
V371415	1,263.30	.00	RODRIGUEZ, OSCAR	131
V371416	1,317.05	.00	SERNA, JUAN	4728
V371417	2,177.56	.00	TORREZ, JAVIER	69
V371418	1,887.23	.00	VAZQUEZ, JOE	5473
V371419	1,978.92	.00	CARRILLO, EDWARD	765
V371420	2,358.67	.00	ELLS, ZACHARY	1500
V371421	2,331.34	.00	ENNIS, JOSEPH	262
V371422	3,227.93	.00	FINCH, BARRETT	1574
V371423	3,749.15	.00	HAGAN, KEVIN	1947
V371424	2,678.37	.00	KVENBO, SCOTT	2750
V371425	2,162.48	.00	MARTINEZ, MARCO	215
V371426	3,990.39	.00	MCGEE, MICHAEL	9306
V371427	2,803.26	.00	MILLER, DAVID	3390
V371428	3,281.88	.00	MOJARRO, ANDREW	3082
V371429	3,145.90	.00	MOORE, FRANK	3486
V371430	3,811.94	.00	ROMERO, FIDEL	4530
V371431	2,098.44	.00	SANCHEZ, JUAN	4617

SUNGARD PUBLIC SECTOR
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CITY OF BUENA PARK
CHECK REGISTER(CONCISE)

PAGE NUMBER: 6
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V371432	2,054.30	.00	SPEAR, ANTHONY	5011
V371433	2,582.40	.00	STEPHENSON, MARK	5122
V371434	2,011.56	.00	TAVARES, JAMEY	5231
V371435	2,579.24	.00	VENEGAS MENDEZ, JAVIER	5491
V371436	1,216.90	.00	ALVAREZ, CARLOS	136
V371437	2,302.88	.00	DAHL, TERRY	1084
V371438	2,652.03	.00	GARCIA ORTEGA, JOSE	1636
V371439	1,823.05	.00	GRIMES, DAVID	1881
V371440	2,810.67	.00	KOSS, MICHAEL	2718
V371441	4,450.12	.00	MARTINEZ, GABRIEL	3139
V371442	2,818.73	.00	MELLADO, KIM	3289
V371443	2,564.94	.00	MERROW, MATTHEW	3316
V371444	2,008.95	.00	OTTEN, DAVID	3869
V371445	3,258.69	.00	PORTER, JEFFREY	4174
V371446	2,995.91	.00	RODRIGUEZ, EDWARD	4479
V371447	1,209.99	.00	RUIZ, ALEJANDRO	416
V371448	743.23	.00	SOLOMAN, CARLOS	4891
V371449	1,674.06	.00	TORRES, SALVADOR	234
V371450	2,093.77	.00	WELLS, ANTHONY	5610
V371451	748.95	.00	AVERELL, ANDREW	349
V371452	3,313.29	.00	CAMPIZTA, ADAM	225
V371453	2,816.86	.00	MACIAS, RAYMOND	2998
V371454	1,944.91	.00	MILLER-SPARKS, WILLIAM	216
V371455	2,284.13	.00	WEAR, JOHN	5606
V371456	6,167.56	.00	BOX, JAMES	576
V371457	1,888.45	.00	CHAVEZ, ARIANA	788
V371458	1,706.69	.00	CONTRERAS, SAUL	95
V371459	3,359.60	.00	KURATA, DALE	2749
V371460	2,256.27	.00	MARTINEZ, SERENA	3147
V371461	2,096.03	.00	REYNOLDS, BRANDON	4384
V371462	872.20	.00	SANCHEZ, CHRISTOPHER	236
V371463	2,315.52	.00	SANCHEZ-REYES, KEVIN	83
V371464	3,213.50	.00	SAUCEDA, MARK	4642
V371465	892.07	.00	ALVARADO, ADRIAN	89
V371466	182.49	.00	BAHENA, PEDRO	148
V371467	248.86	.00	BARENG, KATHERINE	33
V371468	381.57	.00	BELCHER-HALL, JACOB	333
V371469	624.99	.00	CARNES, ALISSA	34
V371470	888.09	.00	CISNEROS, MICHELLE	812
V371471	298.62	.00	FERNANDEZ, GISSEL	330
V371472	269.60	.00	GARCIA, MICHELE	171
V371473	248.85	.00	GONZALEZ, ISAAC	294
V371474	436.74	.00	GONZALEZ, LUIS	1780
V371475	402.32	.00	GRANADOS, REGINA	145
V371476	585.32	.00	GRANDE, DANIELLE	124
V371477	637.50	.00	GUERRA, ATHZIRI	141
V371478	215.67	.00	GUILLEN, JAYDEN	339
V371479	825.96	.00	GUTIERREZ, MICHELLE	1925
V371480	337.78	.00	HERNANDEZ, KATE	2091
V371481	859.74	.00	HOLLOWAY, ELIZABETH	2185
V371482	1,014.07	.00	JUBRAN, NOAH	127
V371483	282.03	.00	LEWIS, ALEC	266
V371484	488.00	.00	MAGANA, ADAM	173
V371485	719.51	.00	MEZA, ADRIAN	122
V371486	1,260.62	.00	MORENO, ANDREW	161
V371487	331.79	.00	NGHIEM, NATALIE	249

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CITY OF BUENA PARK
CHECK REGISTER(CONCISE)

PAGE NUMBER: 7
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V371488	99.54	.00	NGUYEN, KEVIN	299
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V371490	128.57	.00	OCHOA, ALAN	192
V371491	931.77	.00	ONTIVEROS, IZABELLA	3864
V371492	111.99	.00	RAY, SABRINA	286
V371493	250.60	.00	RIVERA GOMEZ, YAMILEX	4432
V371494	481.11	.00	ROGERS, AKILI	37
V371495	116.13	.00	ROQUE, KATRINA	38
V371496	1,045.24	.00	RUSSELL, JEFFREY	150
V371497	89.92	.00	SALDANA, JONATHAN	4625
V371498	74.66	.00	SOLTERO, JESSE	177
V371499	161.76	.00	SORIA, NOAH	5004
V371500	549.01	.00	STRICKLER, LINDA	5135
V371501	87.10	.00	TAPIA, ANGELICA	306
V371502	1,099.43	.00	THOMSEN, MATTHEW	194
V371503	2,543.31	.00	VAN SICKLE, MICHELLE	2076
V371504	677.87	.00	VAZQUEZ, OSCAR	152
V371505	690.12	.00	VELOZ, SABRINA	146
V371506	335.95	.00	WONGSUPHAKPHAN, BRIANNA	337
V371507	56.79	.00	GARCIA, JUSTIN	253
V371508	219.82	.00	RODRIGUEZ, PERLA	4488
V371509	710.43	.00	SINGH, YASHPREET	48
V371510	431.34	.00	SMITH, JOHN	210
V371511	483.60	.00	ZAPATA, ALEXANDRIA	303
V371512	732.76	.00	AGUILAR, KALVIN	23
V371513	82.95	.00	BARTOLO, BRYAN	338
V371514	1,501.40	.00	BUSTAMANTE VALLADARES, DIANA	285
V371515	536.36	.00	CABUSAO, NINA MARINELLA	729
V371516	688.77	.00	CARDENAS, DIEGO	275
V371517	687.32	.00	CASTILLO, DARLENE	119
V371518	1,111.76	.00	CERVANTES, BRIANA	757
V371519	2,296.46	.00	DAVIS, TANIKA	1082
V371520	595.12	.00	DELGADO, ISABEL	502
V371521	762.07	.00	DETERDING, CARSON	1132
V371522	1,925.65	.00	GILLIAM, VERONICA	218
V371523	783.62	.00	GUERRA, ROCCO	44
V371524	539.56	.00	GUZMAN, NADINE	1917
V371525	926.51	.00	HONG, YI	2189
V371526	3,063.54	.00	HURTADO, MARIA	353
V371527	281.37	.00	JIMENEZ, GLADIS	434
V371528	1,229.27	.00	LARIZ RUBALCAVA, CARLOS	429
V371529	1,750.64	.00	MARQUEZ PINEDO, ANALISA	3118
V371530	1,494.35	.00	MINIKEY, MOLLY	425
V371531	323.50	.00	MORISON, MATTHEW	243
V371532	2,155.46	.00	NIELSEN, ROSEMARY	3760
V371533	1,729.64	.00	NORIEGA, MICHELLE	3782
V371534	489.40	.00	ONTIVEROS, STEVEN	342
V371535	522.59	.00	ORTIZ, YAHAIRA	241
V371536	184.66	.00	RUIZ, ANA	4591
V371537	659.85	.00	SERRATOS, DARIAN	160
V371538	489.40	.00	SOSA, ELIANNA	341
V371539	232.26	.00	SOTO DONACIANO, ANGEL	287
V371540	290.16	.00	TAILOR, DIYA	175
V371541	685.24	.00	VALDEZ, NATALIA	46
V371542	400.74	.00	VEGA-MATA, PEDRO	278
V371543	464.51	.00	ZAZUETA, RYAN	267

SUNGARD PUBLIC SECTOR
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CITY OF BUENA PARK
CHECK REGISTER(CONCISE)

SELECTION CRITERIA: checkhis.pay_run='MK1'
ALL CHECKS

PAYRUN TOTAL			
CHECK:	386	918,910.23	.00
TOTAL			
CHECKS:	386	918,910.23	.00

TREASURER'S REPORT FOR THE MONTH OF JANUARY 2024

Meeting	Agenda Group
Tuesday, February 27, 2024, 5:00 PM	CONSENT CALENDAR Item: 4C
Presented By	Prepared By
Sung Hyun, Director of Finance	Sung Hyun, Director of Finance
Approved By	
Aaron France, City Manager	

RECOMMENDED ACTION

Receive and file the reports.

PREVIOUS CITY COUNCIL ACTION

None.

DISCUSSION

The City of Buena Park's Investment Policy adopted by the City Council on February 13, 2024, requires the City Treasurer to submit a detailed investment report to the City Council.

Attached for review are the Treasurer's Investment Reports for the month of January 2024. All of the investments listed meet the requirements of both the Government Code and the City Investment Policy.

BUDGET IMPACT

None.

Attachments

Treasurers Report Att1of4.pdf

Treasurers Report Att2of4.pdf

Treasurers Report Att3of4.pdf

Treasurers Report Att4of4.pdf

CITY OF BUENA PARK
Treasurer's Report of Monies on Deposit
Period Ending January 31, 2024

DESCRIPTION	City	RDA	Total
	Book Balance	Bond Proceeds Series B	
Union Bank - City Checking Account	3,901,820.91	-	3,901,820.91
Union Bank - Outstanding checks	(1,460,996.05)	-	(1,460,996.05)
Union Bank - Outstanding deposits	120,105.12	-	120,105.12
	<u>2,560,929.98</u>	<u>-</u>	<u>2,560,929.98</u>
Local Agency Investment Fund	26,247,124.27	-	26,247,124.27
Governmental Agency Securities	35,057,548.90	-	35,057,548.90
CMO	961,171.88	-	961,171.88
Money Market Mutual	314,167.14	1,269,515.17	1,583,682.31
Supranational	3,383,135.00	-	3,383,135.00
Corporate	20,984,018.20	-	20,984,018.20
U S Treasury	42,564,748.08	-	42,564,748.08
	<u>129,511,913.47</u>	<u>1,269,515.17</u>	<u>130,781,428.64</u>
Total	<u>132,072,843.45</u>	<u>1,269,515.17</u>	<u>133,342,358.62</u>

Fund Description	Cash Balance
11 - General Fund	54,899,606.99
12 - Economic Development Fund	8,068,739.30
17 - Opioid Settlement Fund	173,104.76
18 - Local Law Enforcement Fund	80,925.83
20 - Asset Forfeiture Fund	577,272.96
21 - Capital Project Fund	(355,437.80)
22 - Prop 172 PD Augment Fund	146,592.50
23 - State Law Enf Supp Fund	149,318.66
24 - State Gas Tax Fund	5,061,134.87
25 - Measure M2	3,188,987.18
28 - HOME Deferred Loan Fund	1,706,671.20
29 - Economic Development Fund (CDBG)	(182,114.48)
30 - State OCATT Fund	(5,215.00)
31 - Calhome Program	1,192,194.96
32 - Park In-Lieu Fund	72,539.89
33 - Traffic Congestion Relief Fund	41,034.11
40 - AB 2766 (AQMD) Fund	639,921.85
52 - Water Enterprise Fund	33,583,508.32
62 - Workers' Comp Self-Ins Fund	2,287,680.77
63 - Public Liab Self-Ins Fund	1,892,339.69
65 - Accrued Leave Fund	96,277.10
71 - Equip Maint & Replacement Fund	7,520,079.70
73 - Payroll Revolving Fund	-
74 - Management Info Systems Fund	1,730,873.98
77 - Gov't Buildings Maintenance Fund	689,565.33
96 - Tourism & Marketing Dist	491,198.71
97 - Successor Fund to RDA	6,649,878.24
98 - Housing Successor Fund	2,945,679.00
Total Cash	<u>133,342,358.62</u>

* All investments are made in accordance with the City's adopted investment policy.

* The City has sufficient resources to meet expenditures for the next six (6) months.



PORTFOLIO CHARACTERISTICS

Average Modified Duration	2.02
Average Coupon	2.45%
Average Purchase YTM	2.88%
Average Market YTM	4.46%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	2.18 yrs
Average Life	2.17 yrs

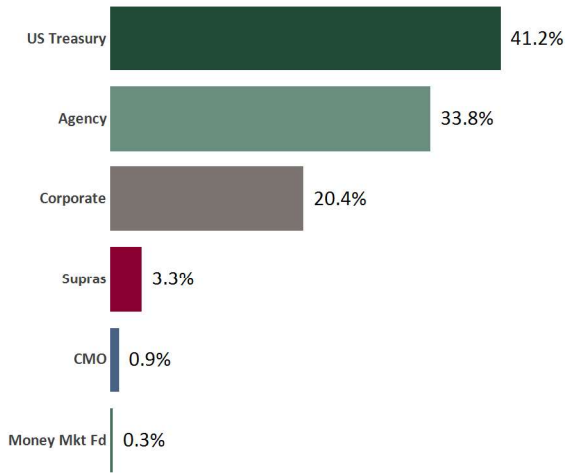
ACCOUNT SUMMARY

	Beg. Values as of 12/31/23	End Values as of 1/31/24
Market Value	101,547,565	101,914,205
Accrued Interest	654,994	686,003
Total Market Value	102,202,559	102,600,208
Income Earned	244,249	252,143
Cont/WD		-7,746
Par	104,505,429	104,709,167
Book Value	103,348,820	103,562,208
Cost Value	103,081,615	103,264,789

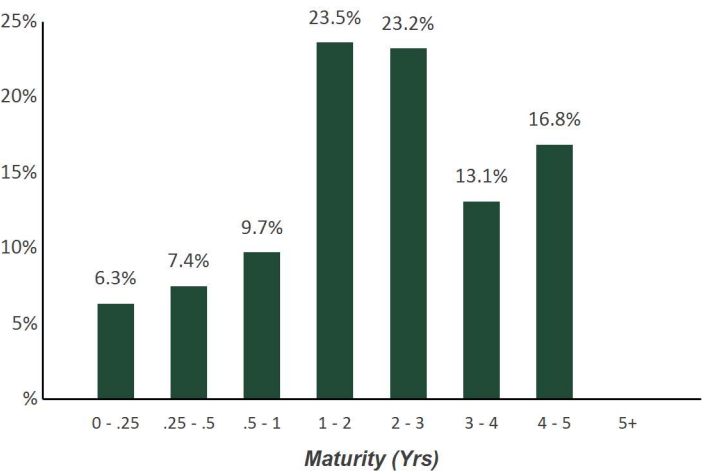
TOP ISSUERS

Government of United States	41.2%
Federal Home Loan Bank	11.3%
Federal Farm Credit Bank	10.9%
Federal National Mortgage Assoc	7.7%
Federal Home Loan Mortgage Corp	4.8%
Inter-American Dev Bank	1.9%
Intl Bank Recon and Development	1.4%
Paccar Financial	1.2%
Total	80.5%

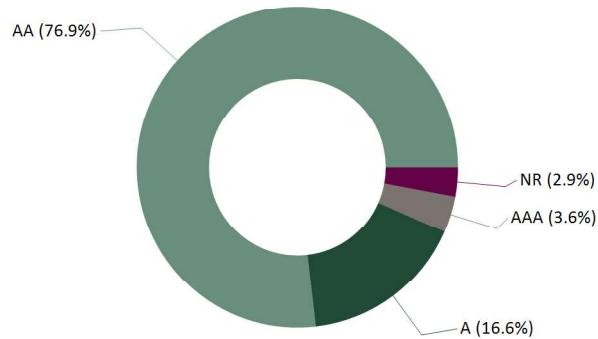
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	12/31/2005
City of Buena Park Core	0.40%	2.98%	0.40%	4.24%	0.97%	0.11%	1.53%	1.33%	2.24%
ICE BofA 0-5 Yr US Treasury Index	0.37%	2.90%	0.37%	3.97%	0.74%	-0.02%	1.39%	1.20%	2.06%

Statement of Compliance

As of January 31, 2024



City of Buena Park

Assets managed by Chandler Asset Management are in full compliance with state law and with the Client's investment policy.

Category	Standard	Comment
Money Market Mutual Funds	Registered with SEC under Investment Company Act of 1940 and issued by diversified management companies and meet either of the following criteria: (i) Highest rating by two NRSROs; or (ii) Retained an investment adviser registered or exempt from SEC registration with > 5 years experience managing money market mutual funds with AUM >\$500 million; 20% max combined Money Market Mutual Funds and Mutual Funds	Complies
Mutual Funds	Invest in securities as authorized under CGC, Section 53601 (a) to (k) and (m) to (q) inclusive and meet either of the following criteria: (i) Highest rating by two NRSROs; or (ii) Retained an investment adviser registered or exempt from SEC registration with > 5 years experience investing in securities authorized by CGC, Section 53601 and with AUM >\$500 million; 20% max combined Money Market Mutual Funds and Mutual Funds; 10% max per Mutual Fund	Complies
Local Agency Investment Fund (LAIF)	Maximum permitted amount in LAIF; 35% max of portfolio; Not used by investment adviser	Complies
Repurchase Agreements	15% max; 30 days max maturity; 102% Collateralized; Not used by investment adviser	Complies
Prohibited Securities	Any investments not specifically described in the policy; Futures and options; Inverse floaters; Ranges notes, Mortgage derived interest-only strips; Zero interest accrual securities if held to maturity; Trading securities for the sole purpose of speculating in the future direction of interest rates; Purchasing or selling securities on margin, Reverse Repurchase Agreements; Securities lending; Foreign Currency denominated securities	Complies
Socially Responsible Investing	No investments are to be made in companies: 1) whose primary business is the extraction, refining, processing, or distribution of fossil fuels; 2) that source the majority of their revenues from the production of tobacco-related products; 3) that source the majority of their revenues from the production of firearms, weapons, or nuclear power with the exception of those used for national defense of the U.S.; The City will strive to make investments in entities that support a clean and healthy environment, promote economic development, fair labor practices, and support equality of rights regardless of sex, race, age, disability, or sexual orientation	Complies
Max Per Issuer	5% max per single issuer, except U.S. Government, its agencies and enterprises, money market funds, local government pools, supranationals, or unless otherwise stated in the policy	Complies
Maximum Maturity	5 years	Complies
The City has sufficient resources to meet expenditures for the next six (6) months.	City's total General Fund operating budget for FY 2022-2023 is \$81.2 million.*	Complies

*Source: City of Buena Park.

Reconciliation Summary

As of January 31, 2024



BOOK VALUE RECONCILIATION		
BEGINNING BOOK VALUE		\$103,348,819.77
<u>Acquisition</u>		
+ Security Purchases	\$2,945,551.88	
+ Money Market Fund Purchases	\$3,147,538.20	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
Total Acquisitions		\$6,093,090.08
<u>Dispositions</u>		
- Security Sales	\$0.00	
- Money Market Fund Sales	\$2,951,053.82	
- MMF Withdrawals	\$7,746.39	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$2,956,071.11	
- Calls	\$0.00	
- Principal Paydowns	\$0.00	
Total Dispositions		\$5,914,871.32
<u>Amortization/Accretion</u>		
+/- Net Accretion	\$35,168.98	
		\$35,168.98
<u>Gain/Loss on Dispositions</u>		
+/- Realized Gain/Loss	\$0.00	
		\$0.00
ENDING BOOK VALUE		\$103,562,207.51

CASH TRANSACTION SUMMARY		
BEGINNING BALANCE		\$125,429.15
<u>Acquisition</u>		
Contributions	\$0.00	
Security Sale Proceeds	\$0.00	
Accrued Interest Received	\$0.00	
Interest Received	\$156,141.88	
Dividend Received	\$6,396.32	
Principal on Maturities	\$2,956,071.11	
Interest on Maturities	\$28,928.89	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$0.00	
Total Acquisitions	\$3,147,538.20	
<u>Dispositions</u>		
Withdrawals	\$7,746.39	
Security Purchase	\$2,945,551.88	
Accrued Interest Paid	\$5,501.94	
Total Dispositions	\$2,958,800.21	
ENDING BOOK VALUE		\$314,167.14

Holdings Report

As of January 31, 2024



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3135G0V34	FNMA Note 2.5% Due 2/5/2024	925,000.00	03/06/2019 2.58%	921,808.75 924,992.89	99.97 5.32%	924,704.00 11,305.56	0.91% (288.89)	Aaa / AA+ AA+	0.01 0.01
3130AB3H7	FHLB Note 2.375% Due 3/8/2024	1,600,000.00	04/16/2019 2.47%	1,593,136.00 1,599,861.72	99.72 5.11%	1,595,454.40 15,094.44	1.57% (4,407.32)	Aaa / AA+ NR	0.10 0.10
3133EKNX0	FFCB Note 2.16% Due 6/3/2024	1,500,000.00	07/08/2019 1.94%	1,515,675.00 1,501,076.51	98.96 5.27%	1,484,376.00 5,220.00	1.45% (16,700.51)	Aaa / AA+ AA+	0.34 0.33
3130A1XJ2	FHLB Note 2.875% Due 6/14/2024	1,500,000.00	06/12/2019 2.00%	1,562,100.00 1,504,554.68	99.17 5.16%	1,487,487.00 5,630.21	1.46% (17,067.68)	Aaa / AA+ NR	0.37 0.36
3135G0V75	FNMA Note 1.75% Due 7/2/2024	1,300,000.00	07/23/2019 1.89%	1,291,602.00 1,299,292.80	98.56 5.26%	1,281,255.30 1,832.64	1.25% (18,037.50)	Aaa / AA+ AA+	0.42 0.41
3130A2UW4	FHLB Note 2.875% Due 9/13/2024	1,400,000.00	09/13/2019 1.78%	1,472,646.00 1,408,961.27	98.72 5.01%	1,382,043.60 15,429.17	1.36% (26,917.67)	Aaa / AA+ NR	0.62 0.59
3133XVDG3	FHLB Note 4.375% Due 9/13/2024	1,500,000.00	10/04/2022 4.25%	1,503,525.00 1,501,118.65	99.71 4.86%	1,495,584.00 25,156.25	1.48% (5,534.65)	Aaa / AA+ NR	0.62 0.59
3135G0W66	FNMA Note 1.625% Due 10/15/2024	1,200,000.00	03/31/2020 0.53%	1,259,004.00 1,209,145.98	97.68 5.01%	1,172,150.40 5,741.67	1.15% (36,995.58)	Aaa / AA+ AA+	0.71 0.68
3137EAEPO	FHLMC Note 1.5% Due 2/12/2025	1,350,000.00	03/04/2020 0.87%	1,391,053.50 1,358,574.61	96.83 4.68%	1,307,226.60 9,506.25	1.28% (51,348.01)	Aaa / AA+ AA+	1.04 1.00
3130AUZC1	FHLB Note 4.625% Due 3/14/2025	1,000,000.00	03/16/2023 4.36%	1,004,960.00 1,002,772.97	100.02 4.60%	1,000,214.00 17,600.69	0.99% (2,558.97)	Aaa / AA+ NR	1.12 1.06
3135G03U5	FNMA Note 0.625% Due 4/22/2025	1,300,000.00	08/11/2020 0.43%	1,311,492.00 1,302,990.33	95.32 4.60%	1,239,124.90 2,234.38	1.21% (63,865.43)	Aaa / AA+ AA+	1.22 1.19
3135G04Z3	FNMA Note 0.5% Due 6/17/2025	1,400,000.00	06/18/2020 0.52%	1,398,866.00 1,399,687.90	94.75 4.47%	1,326,528.00 855.56	1.29% (73,159.90)	Aaa / AA+ AA+	1.38 1.34
3137EAEU9	FHLMC Note 0.375% Due 7/21/2025	1,300,000.00	08/11/2020 0.43%	1,296,334.00 1,298,910.77	94.43 4.32%	1,227,553.60 135.42	1.20% (71,357.17)	Aaa / AA+ AA+	1.47 1.44
3135G05X7	FNMA Note 0.375% Due 8/25/2025	1,000,000.00	02/16/2021 0.52%	993,538.00 997,762.40	93.98 4.39%	939,825.00 1,625.00	0.92% (57,937.40)	Aaa / AA+ AA+	1.57 1.53
3137EAEX3	FHLMC Note 0.375% Due 9/23/2025	1,500,000.00	10/19/2020 0.47%	1,492,845.00 1,497,613.67	93.69 4.40%	1,405,326.00 2,000.00	1.37% (92,287.67)	Aaa / AA+ AA+	1.65 1.60
3135G06G3	FNMA Note 0.5% Due 11/7/2025	1,100,000.00	11/18/2020 0.52%	1,099,021.00 1,099,651.90	93.52 4.35%	1,028,716.70 1,283.33	1.00% (70,935.20)	Aaa / AA+ AA+	1.77 1.72



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3130ATUC9	FHLB Note 4.5% Due 12/12/2025	895,000.00	05/31/2023	899,072.25	100.35	898,130.71	0.88%	Aaa / AA+ NR	1.87
			4.31%	897,993.65	4.30%	5,481.88	137.06		1.76
3133EPLC7	FFCB Note 4.125% Due 2/26/2026	2,000,000.00	06/07/2023	1,987,746.00	99.92	1,998,370.00	1.98%	Aaa / NR AA+	2.07
			4.37%	1,990,680.06	4.17%	35,520.83	7,689.94		1.93
3130AUU36	FHLB Note 4.125% Due 3/13/2026	1,000,000.00	03/16/2023	997,070.00	99.84	998,384.00	0.99%	Aaa / AA+ NR	2.12
			4.23%	997,931.29	4.20%	15,812.50	452.71		1.98
3133EPHH1	FFCB Note 4% Due 4/28/2026	2,000,000.00	05/09/2023	2,005,460.00	99.63	1,992,508.00	1.96%	Aaa / AA+ AA+	2.24
			3.90%	2,004,115.15	4.17%	20,666.67	(11,607.15)		2.10
3130AWLZ1	FHLB Note 4.75% Due 6/12/2026	1,000,000.00	08/24/2023	998,180.00	101.35	1,013,473.00	0.99%	Aaa / AA+ NR	2.36
			4.82%	998,460.41	4.14%	6,465.28	15,012.59		2.21
3133EPZY4	FFCB Note 5% Due 7/30/2026	1,000,000.00	10/31/2023	998,600.00	102.05	1,020,452.00	0.99%	Aaa / AA+ NR	2.50
			5.06%	998,728.54	4.13%	138.89	21,723.46		2.33
3130AWTR1	FHLB Note 4.375% Due 9/8/2028	1,600,000.00	09/11/2023	1,591,334.40	101.82	1,629,187.20	1.62%	Aaa / AA+ NR	4.61
			4.50%	1,592,009.39	3.94%	34,416.67	37,177.81		4.06
3133EPC45	FFCB Note 4.625% Due 11/13/2028	2,500,000.00	11/14/2023	2,488,100.00	103.22	2,580,455.00	2.54%	Aaa / AA+ NR	4.79
			4.73%	2,488,608.60	3.88%	25,052.08	91,846.40		4.23
3133EPW84	FFCB Note 3.875% Due 1/18/2029	2,000,000.00	01/29/2024	1,984,380.00	99.77	1,995,302.00	1.95%	Aaa / AA+ NR	4.97
			4.05%	1,984,388.61	3.93%	2,798.61	10,913.39		4.47
Total Agency		34,870,000.00	2.72%	35,057,548.90 34,859,884.75	4.51%	34,423,831.41 267,003.98	33.81% (436,053.34)	Aaa / AA+ AA+	1.88 1.74
CMO									
3137FBBX3	FHLMC K068 A2 3.244% Due 8/25/2027	1,000,000.00	01/29/2024	961,171.88	96.24	962,447.00	0.94%	Aaa / NR NR	3.57
			4.47%	961,202.26	4.38%	2,703.33	1,244.74		3.23
Total CMO		1,000,000.00	4.47%	961,171.88 961,202.26	4.38%	962,447.00 2,703.33	0.94% 1,244.74	Aaa / NR NR	3.57 3.23
CORPORATE									
808513BN4	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 3/18/2024	1,000,000.00	05/26/2021	1,007,730.00	99.40	993,989.00	0.97%	A2 / A- A	0.13
			0.46%	1,000,131.94	5.37%	2,770.83	(6,142.94)		0.13
023135BW5	Amazon.com Inc Note 0.45% Due 5/12/2024	495,000.00	05/10/2021	494,277.30	98.63	488,205.63	0.48%	A1 / AA AA-	0.28
			0.50%	494,933.40	5.41%	488.81	(6,727.77)		0.28

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
CORPORATE									
14913R2L0	Caterpillar Financial Service Note 0.45% Due 5/17/2024	750,000.00	05/10/2021 0.50%	748,995.00 749,902.80	98.59 5.30%	739,442.25 693.75	0.72% (10,460.55)	A2 / A A+	0.29 0.29
79466LAG9	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	145,000.00	06/29/2021 0.64%	144,926.05 144,988.90	97.87 5.41%	141,915.27 40.28	0.14% (3,073.63)	A2 / A+ NR	0.45 0.44
69371RQ66	Paccar Financial Corp Note 1.8% Due 2/6/2025	750,000.00	06/09/2022 3.35%	720,862.50 738,844.16	96.90 4.97%	726,753.75 6,562.50	0.71% (12,090.41)	A1 / A+ NR	1.02 0.98
87612EBL9	Target Corp Callable Note Cont 4/15/25 2.25% Due 4/15/2025	700,000.00	03/14/2022 2.55%	693,847.00 697,601.10	97.10 4.75%	679,681.10 4,637.50	0.67% (17,920.00)	A2 / A A	1.21 1.16
06367WB85	Bank of Montreal Note 1.85% Due 5/1/2025	750,000.00	08/12/2021 0.96%	774,285.00 758,160.76	96.26 4.97%	721,951.50 3,468.75	0.71% (36,209.26)	A2 / A- AA-	1.25 1.21
91159HHZ6	US Bancorp Callable Note Cont 4/11/2025 1.45% Due 5/12/2025	1,000,000.00	12/29/2021 1.33%	1,003,770.00 1,001,370.05	95.69 4.96%	956,949.00 3,181.94	0.94% (44,421.05)	A3 / A A	1.28 1.24
78015K7H1	Royal Bank of Canada Note 1.15% Due 6/10/2025	750,000.00	05/20/2021 0.95%	756,082.50 752,037.10	95.19 4.85%	713,895.00 1,221.88	0.70% (38,142.10)	A1 / A AA-	1.36 1.32
89114QCK2	Toronto Dominion Bank Note 0.75% Due 9/11/2025	1,000,000.00	05/26/2021 0.91%	993,120.00 997,418.35	93.90 4.72%	939,039.00 2,916.67	0.92% (58,379.35)	A1 / A AA-	1.61 1.56
89236TKK0	Toyota Motor Credit Corp Note 5.4% Due 11/10/2025	1,000,000.00	11/08/2022 5.36%	1,000,960.00 1,000,567.59	101.34 4.60%	1,013,426.00 12,150.00	1.00% 12,858.41	A1 / A+ A+	1.78 1.66
46647PBK1	JP Morgan Chase & Co Callable Note Cont 4/22/2025 2.083% Due 4/22/2026	750,000.00	05/05/2021 1.14%	777,262.50 758,408.77	96.16 5.34%	721,236.75 4,296.19	0.71% (37,172.02)	A1 / A- AA-	2.22 1.18
00440EAV9	Chubb INA Holdings Inc Callable Note Cont 2/3/2026 3.35% Due 5/3/2026	1,000,000.00	03/16/2023 4.64%	962,870.00 973,227.32	97.15 4.69%	971,460.00 8,188.89	0.95% (1,767.32)	A3 / A A	2.25 2.12
06428CAA2	Bank Of America NA Callable Note cont 7/17/2026 5.526% Due 8/18/2026	1,000,000.00	08/24/2023 5.47%	1,001,440.00 1,001,231.82	101.97 4.66%	1,019,743.00 25,020.50	1.02% 18,511.18	Aa1 / A+ AA	2.55 2.23
61690U7W4	Morgan Stanley Bank NA Callable Note Cont 9/30/2026 5.882% Due 10/30/2026	1,000,000.00	10/31/2023 5.91%	999,160.00 999,229.94	102.83 4.73%	1,028,259.00 14,705.00	1.02% 29,029.06	Aa3 / A+ AA-	2.75 2.42
084664CZ2	Berkshire Hathaway Callable Note Cont 2/15/2027 2.3% Due 3/15/2027	500,000.00	03/14/2022 2.73%	489,930.00 493,720.73	94.58 4.17%	472,894.00 4,344.44	0.47% (20,826.73)	Aa2 / AA A+	3.12 2.94

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
CORPORATE									
09247XAN1	Blackrock Inc Note 3.2% Due 3/15/2027	750,000.00	06/03/2022 3.36%	744,562.50 746,447.83	96.70 4.34%	725,234.25 9,066.67	0.72% (21,213.58)	Aa3 / AA- NR	3.12 2.89
023135CF1	Amazon.com Inc Callable Note Cont 3/13/2027 3.3% Due 4/13/2027	500,000.00	06/09/2022 3.59%	493,600.00 495,768.39	97.09 4.28%	485,472.50 4,950.00	0.48% (10,295.89)	A1 / AA AA-	3.20 2.97
665859AW4	Northern Trust Company Callable Note Cont 4/10/2027 4% Due 5/10/2027	750,000.00	06/29/2022 3.91%	752,805.00 751,872.14	98.57 4.47%	739,297.50 6,750.00	0.73% (12,574.64)	A2 / A+ A+	3.27 3.01
931142EX7	Wal-Mart Stores Callable Note Cont 09/09/2027 3.95% Due 9/9/2027	750,000.00	09/08/2022 3.92%	751,140.00 750,817.47	99.40 4.13%	745,512.75 11,685.42	0.74% (5,304.72)	Aa2 / AA AA	3.61 3.28
91324PDE9	United Health Group Inc Note 2.95% Due 10/15/2027	750,000.00	12/28/2022 4.66%	695,400.00 707,817.60	94.94 4.44%	712,053.00 6,514.58	0.70% 4,235.40	A2 / A+ A	3.71 3.43
037833DK3	Apple Inc Callable Note Cont 8/13/2027 3% Due 11/13/2027	1,000,000.00	01/27/2023 4.12%	951,990.00 962,048.19	95.92 4.17%	959,242.00 6,500.00	0.94% (2,806.19)	Aaa / AA+ NR	3.79 3.50
69371RS31	Paccar Financial Corp Note 4.6% Due 1/10/2028	500,000.00	01/27/2023 4.30%	506,670.00 505,317.52	100.89 4.35%	504,458.50 1,341.67	0.49% (859.02)	A1 / A+ NR	3.95 3.57
713448FL7	Pepsico Inc. Callable Note Cont 1/18/2028 3.6% Due 2/18/2028	1,000,000.00	03/16/2023 4.29%	969,840.00 975,180.13	97.48 4.28%	974,803.00 16,300.00	0.97% (377.13)	A1 / A+ NR	4.05 3.66
57636QAW4	MasterCard Inc Callable Note Cont 2/9/28 4.875% Due 3/9/2028	1,000,000.00	03/16/2023 4.53%	1,015,050.00 1,012,371.82	102.80 4.11%	1,028,012.00 19,229.17	1.02% 15,640.18	Aa3 / A+ NR	4.11 3.57
58933YBH7	Merck & Co Callable Note Cont 4/17/2028 4.05% Due 5/17/2028	1,000,000.00	05/09/2023 4.07%	999,240.00 999,348.16	99.54 4.17%	995,360.00 8,325.00	0.98% (3,988.16)	A1 / A+ NR	4.30 3.80
24422EXB0	John Deere Capital Corp Note 4.95% Due 7/14/2028	535,000.00	07/11/2023 4.98%	534,202.85 534,290.99	102.20 4.40%	546,778.03 1,250.56	0.53% 12,487.04	A2 / A A+	4.45 3.96
Total Corporate		21,125,000.00	3.22%	20,984,018.20 21,003,054.97	4.64%	20,745,063.78 186,601.00	20.40% (257,991.19)	A1 / A+ A+	2.48 2.23

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
MONEY MARKET FUND									
60934N104	Federated Investors Government Obligations Fund	314,167.14	Various 5.22%	314,167.14 314,167.14	1.00 5.22%	314,167.14 0.00	0.31% 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund		314,167.14	5.22%	314,167.14 314,167.14	5.22%	314,167.14 0.00	0.31% 0.00	Aaa / AAA AAA	0.00 0.00
SUPRANATIONAL									
459058KT9	Intl. Bank Recon & Development Note 3.5% Due 7/12/2028	1,500,000.00	07/24/2023 4.19%	1,454,115.00 1,458,923.69	97.93 4.01%	1,468,899.00 2,770.83	1.43% 9,975.31	Aaa / AAA NR	4.45 4.06
4581X0DC9	Inter-American Dev Bank Note 3.125% Due 9/18/2028	2,000,000.00	12/28/2023 3.96%	1,929,020.00 1,930,419.03	96.16 4.04%	1,923,262.00 23,090.28	1.90% (7,157.03)	Aaa / AAA NR	4.64 4.20
Total Supranational		3,500,000.00	4.06%	3,383,135.00 3,389,342.72	4.03%	3,392,161.00 25,861.11	3.33% 2,818.28	Aaa / AAA NR	4.56 4.14
US TREASURY									
91282CEA5	US Treasury Note 1.5% Due 2/29/2024	1,100,000.00	06/29/2023 5.48%	1,071,640.63 1,096,745.65	99.70 5.22%	1,096,724.20 6,980.77	1.08% (21.45)	Aaa / AA+ AA+	0.08 0.08
91282CBV2	US Treasury Note 0.375% Due 4/15/2024	1,500,000.00	06/29/2021 0.42%	1,498,125.00 1,499,863.97	99.00 5.32%	1,484,941.50 1,675.20	1.45% (14,922.47)	Aaa / AA+ AA+	0.21 0.20
91282CEX5	US Treasury Note 3% Due 6/30/2024	2,000,000.00	05/31/2023 5.17%	1,954,921.88 1,982,881.73	99.12 5.16%	1,982,344.00 5,274.73	1.94% (537.73)	Aaa / AA+ AA+	0.41 0.41
912828YE4	US Treasury Note 1.25% Due 8/31/2024	1,500,000.00	05/26/2021 0.37%	1,542,773.44 1,507,607.36	97.81 5.13%	1,467,187.50 7,932.69	1.44% (40,419.86)	Aaa / AA+ AA+	0.58 0.56
912828YM6	US Treasury Note 1.5% Due 10/31/2024	1,500,000.00	10/04/2022 4.14%	1,422,187.50 1,471,938.16	97.52 4.92%	1,462,792.50 5,748.63	1.43% (9,145.66)	Aaa / AA+ AA+	0.75 0.73
912828YV6	US Treasury Note 1.5% Due 11/30/2024	1,500,000.00	08/26/2021 0.51%	1,547,988.28 1,512,208.61	97.28 4.88%	1,459,219.50 3,872.95	1.43% (52,989.11)	Aaa / AA+ AA+	0.83 0.81
91282CDN8	US Treasury Note 1% Due 12/15/2024	1,500,000.00	12/15/2021 0.97%	1,501,113.28 1,500,323.31	96.75 4.86%	1,451,191.50 1,967.21	1.42% (49,131.81)	Aaa / AA+ AA+	0.87 0.85

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
912828Z52	US Treasury Note 1.375% Due 1/31/2025	1,300,000.00	08/12/2021 0.55%	1,336,714.84 1,310,576.89	96.75 4.74%	1,257,750.00 49.11	1.23% (52,826.89)	Aaa / AA+ AA+	1.00 0.97
912828ZF0	US Treasury Note 0.5% Due 3/31/2025	1,250,000.00	03/29/2021 0.61%	1,244,531.25 1,248,412.90	95.40 4.60%	1,192,528.75 2,117.49	1.16% (55,884.15)	Aaa / AA+ AA+	1.16 1.13
912828ZT0	US Treasury Note 0.25% Due 5/31/2025	1,500,000.00	05/26/2021 0.57%	1,481,250.00 1,493,792.66	94.54 4.52%	1,418,145.00 645.49	1.38% (75,647.66)	Aaa / AA+ AA+	1.33 1.30
91282CFE6	US Treasury Note 3.125% Due 8/15/2025	2,000,000.00	05/31/2023 4.36%	1,948,281.25 1,964,002.21	98.11 4.40%	1,962,266.00 28,872.28	1.94% (1,736.21)	Aaa / AA+ AA+	1.54 1.46
91282CAT8	US Treasury Note 0.25% Due 10/31/2025	1,000,000.00	02/16/2021 0.50%	988,398.44 995,686.60	93.23 4.31%	932,344.00 638.74	0.91% (63,342.60)	Aaa / AA+ AA+	1.75 1.71
91282CBC4	US Treasury Note 0.375% Due 12/31/2025	1,250,000.00	01/11/2021 0.49%	1,243,017.58 1,247,309.42	92.98 4.23%	1,162,207.50 412.09	1.13% (85,101.92)	Aaa / AA+ AA+	1.92 1.87
91282CBH3	US Treasury Note 0.375% Due 1/31/2026	1,250,000.00	03/29/2021 0.85%	1,221,923.83 1,238,400.90	92.70 4.22%	1,158,788.75 12.88	1.13% (79,612.15)	Aaa / AA+ AA+	2.00 1.95
91282CGL9	US Treasury Note 4% Due 2/15/2026	1,500,000.00	05/31/2023 4.17%	1,493,437.50 1,495,061.55	99.59 4.21%	1,493,788.50 27,717.39	1.48% (1,273.05)	Aaa / AA+ AA+	2.04 1.90
91282CBT7	US Treasury Note 0.75% Due 3/31/2026	1,500,000.00	09/28/2021 0.93%	1,487,871.09 1,494,175.47	93.05 4.14%	1,395,762.00 3,811.48	1.36% (98,413.47)	Aaa / AA+ AA+	2.16 2.10
9128286S4	US Treasury Note 2.375% Due 4/30/2026	1,300,000.00	08/29/2022 3.36%	1,255,972.66 1,273,050.53	96.25 4.14%	1,251,199.30 7,888.39	1.23% (21,851.23)	Aaa / AA+ AA+	2.25 2.14
91282CCF6	US Treasury Note 0.75% Due 5/31/2026	1,500,000.00	06/03/2022 2.96%	1,376,484.38 1,427,843.11	92.58 4.12%	1,388,730.00 1,936.48	1.36% (39,113.11)	Aaa / AA+ AA+	2.33 2.26
91282CCP4	US Treasury Note 0.625% Due 7/31/2026	1,500,000.00	06/03/2022 2.95%	1,364,414.06 1,418,523.22	91.87 4.08%	1,378,008.00 25.76	1.34% (40,515.22)	Aaa / AA+ AA+	2.50 2.43
9128282A7	US Treasury Note 1.5% Due 8/15/2026	1,600,000.00	10/04/2022 4.02%	1,457,250.00 1,506,250.71	93.82 4.08%	1,501,187.20 11,086.96	1.47% (5,063.51)	Aaa / AA+ AA+	2.54 2.43
91282CCZ2	US Treasury Note 0.875% Due 9/30/2026	1,000,000.00	05/26/2022 2.74%	924,257.81 953,492.48	92.13 4.02%	921,289.00 2,964.48	0.90% (32,203.48)	Aaa / AA+ AA+	2.67 2.58
91282CDK4	US Treasury Note 1.25% Due 11/30/2026	1,000,000.00	05/26/2022 2.74%	937,500.00 960,728.41	92.65 4.02%	926,484.00 2,151.64	0.91% (34,244.41)	Aaa / AA+ AA+	2.83 2.73
91282CDQ1	US Treasury Note 1.25% Due 12/31/2026	1,500,000.00	06/03/2022 2.96%	1,391,015.63 1,430,521.65	92.54 3.99%	1,388,028.00 1,648.35	1.35% (42,493.65)	Aaa / AA+ AA+	2.92 2.81

Holdings Report

As of January 31, 2024



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
912828Z78	US Treasury Note 1.5% Due 1/31/2027	1,500,000.00	06/09/2022 3.09%	1,397,578.13 1,433,872.67	93.02 3.99%	1,395,234.00 61.81	1.36% (38,638.67)	Aaa / AA+ AA+	3.00 2.88
912828V98	US Treasury Note 2.25% Due 2/15/2027	1,700,000.00	10/04/2022 3.95%	1,585,050.78 1,619,953.81	95.04 4.00%	1,615,598.40 17,669.84	1.59% (4,355.41)	Aaa / AA+ AA+	3.04 2.86
91282CEN7	US Treasury Note 2.75% Due 4/30/2027	1,500,000.00	06/09/2022 3.07%	1,478,085.94 1,485,464.29	96.29 3.98%	1,444,395.00 10,539.15	1.42% (41,069.29)	Aaa / AA+ AA+	3.25 3.04
91282CFH9	US Treasury Note 3.125% Due 8/31/2027	1,500,000.00	09/27/2022 4.20%	1,428,808.59 1,448,249.63	97.25 3.95%	1,458,808.50 19,831.73	1.44% 10,558.87	Aaa / AA+ AA+	3.58 3.30
9128283F5	US Treasury Note 2.25% Due 11/15/2027	1,150,000.00	12/28/2022 4.02%	1,060,560.55 1,080,586.55	94.13 3.93%	1,082,482.35 5,544.64	1.06% 1,895.80	Aaa / AA+ AA+	3.79 3.56
91282CGH8	US Treasury Note 3.5% Due 1/31/2028	2,000,000.00	02/23/2023 4.15%	1,942,421.88 1,953,245.80	98.45 3.92%	1,968,984.00 192.31	1.92% 15,738.20	Aaa / AA+ AA+	4.00 3.69
91282CGT2	US Treasury Note 3.625% Due 3/31/2028	2,000,000.00	05/31/2023 3.84%	1,981,171.88 1,983,785.42	98.91 3.91%	1,978,126.00 24,562.84	1.95% (5,659.42)	Aaa / AA+ AA+	4.17 3.78
Total US Treasury		43,900,000.00	2.70%	42,564,748.08 43,034,555.67	4.37%	42,076,534.95 203,833.51	41.21% (958,020.72)	Aaa / AA+ AA+	2.07 1.97
TOTAL PORTFOLIO		104,709,167.14	2.88%	103,264,789.20 103,562,207.51	4.46%	101,914,205.28 686,002.93	100.00% (1,648,002.23)	Aa1 / AA AA	2.18 2.02
TOTAL MARKET VALUE PLUS ACCRUED						102,600,208.21			



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	01/02/2024	60934N104	11,375.00	Federated Investors Government Obligations Fund	1.000	5.22%	11,375.00	0.00	11,375.00	0.00
Purchase	01/02/2024	60934N104	6,396.32	Federated Investors Government Obligations Fund	1.000	5.22%	6,396.32	0.00	6,396.32	0.00
Purchase	01/10/2024	60934N104	11,500.00	Federated Investors Government Obligations Fund	1.000	5.22%	11,500.00	0.00	11,500.00	0.00
Purchase	01/12/2024	60934N104	26,250.00	Federated Investors Government Obligations Fund	1.000	5.22%	26,250.00	0.00	26,250.00	0.00
Purchase	01/14/2024	60934N104	13,241.25	Federated Investors Government Obligations Fund	1.000	5.22%	13,241.25	0.00	13,241.25	0.00
Purchase	01/15/2024	60934N104	453.13	Federated Investors Government Obligations Fund	1.000	5.22%	453.13	0.00	453.13	0.00
Purchase	01/17/2024	60934N104	1,541.25	Federated Investors Government Obligations Fund	1.000	5.22%	1,541.25	0.00	1,541.25	0.00
Purchase	01/17/2024	60934N104	685,000.00	Federated Investors Government Obligations Fund	1.000	5.22%	685,000.00	0.00	685,000.00	0.00
Purchase	01/21/2024	60934N104	2,437.50	Federated Investors Government Obligations Fund	1.000	5.22%	2,437.50	0.00	2,437.50	0.00
Purchase	01/25/2024	60934N104	1,000,000.00	Federated Investors Government Obligations Fund	1.000	5.22%	1,000,000.00	0.00	1,000,000.00	0.00
Purchase	01/30/2024	60934N104	12,500.00	Federated Investors Government Obligations Fund	1.000	5.22%	12,500.00	0.00	12,500.00	0.00
Purchase	01/31/2024	3133EPW84	2,000,000.00	FFCB Note 3.875% Due 1/18/2029	99.219	4.05%	1,984,380.00	2,798.61	1,987,178.61	0.00
Purchase	01/31/2024	3137FBBX3	1,000,000.00	FHLMC K068 A2 3.244% Due 8/25/2027	96.117	4.47%	961,171.88	2,703.33	963,875.21	0.00
Purchase	01/31/2024	60934N104	76,843.75	Federated Investors Government Obligations Fund	1.000	5.22%	76,843.75	0.00	76,843.75	0.00
Purchase	01/31/2024	60934N104	1,300,000.00	Federated Investors Government Obligations Fund	1.000	5.22%	1,300,000.00	0.00	1,300,000.00	0.00
Subtotal			6,147,538.20				6,093,090.08	5,501.94	6,098,592.02	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Short Sale	01/31/2024	60934N104	-2,951,053.82	Federated Investors Government Obligations Fund	1.000		-2,951,053.82	0.00	-2,951,053.82	0.00
Subtotal			-2,951,053.82				-2,951,053.82	0.00	-2,951,053.82	0.00
TOTAL ACQUISITIONS			3,196,484.38				3,142,036.26	5,501.94	3,147,538.20	0.00
DISPOSITIONS										
Closing Purchase	01/31/2024	60934N104	-2,951,053.82	Federated Investors Government Obligations Fund	1.000		-2,951,053.82	0.00	-2,951,053.82	0.00
Subtotal			-2,951,053.82				-2,951,053.82	0.00	-2,951,053.82	0.00
Sale	01/31/2024	60934N104	2,951,053.82	Federated Investors Government Obligations Fund	1.000	5.22%	2,951,053.82	0.00	2,951,053.82	0.00
Subtotal			2,951,053.82				2,951,053.82	0.00	2,951,053.82	0.00
Maturity	01/17/2024	24422EVN6	685,000.00	John Deere Capital Corp Note 0.45% Due 1/17/2024	100.000		685,000.00	0.00	685,000.00	0.00
Maturity	01/25/2024	62479LAR6	1,000,000.00	MUFG Bank Ltd Discount CP 5.66% Due 1/25/2024	97.107		971,071.11	28,928.89	1,000,000.00	0.00
Maturity	01/31/2024	912828V80	1,300,000.00	US Treasury Note 2.25% Due 1/31/2024	100.000		1,300,000.00	0.00	1,300,000.00	0.00
Subtotal			2,985,000.00				2,956,071.11	28,928.89	2,985,000.00	0.00
Security Withdrawal	01/08/2024	60934N104	7,746.39	Federated Investors Government Obligations Fund	1.000		7,746.39	0.00	7,746.39	0.00
Subtotal			7,746.39				7,746.39	0.00	7,746.39	0.00
TOTAL DISPOSITIONS			2,992,746.39				2,963,817.50	28,928.89	2,992,746.39	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Interest	01/02/2024	3135G0V75	1,300,000.00	FNMA Note 1.75% Due 7/2/2024	0.000		11,375.00	0.00	11,375.00	0.00
Interest	01/10/2024	69371RS31	500,000.00	Paccar Financial Corp Note 4.6% Due 1/10/2028	0.000		11,500.00	0.00	11,500.00	0.00
Interest	01/12/2024	459058KT9	1,500,000.00	Intl. Bank Recon & Development Note 3.5% Due 7/12/2028	0.000		26,250.00	0.00	26,250.00	0.00
Interest	01/14/2024	24422EXB0	535,000.00	John Deere Capital Corp Note 4.95% Due 7/14/2028	0.000		13,241.25	0.00	13,241.25	0.00
Interest	01/15/2024	79466LAG9	145,000.00	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	0.000		453.13	0.00	453.13	0.00
Interest	01/17/2024	24422EVN6	685,000.00	John Deere Capital Corp Note 0.45% Due 1/17/2024	0.000		1,541.25	0.00	1,541.25	0.00
Interest	01/21/2024	3137EAEU9	1,300,000.00	FHLMC Note 0.375% Due 7/21/2025	0.000		2,437.50	0.00	2,437.50	0.00
Interest	01/30/2024	3133EPZY4	1,000,000.00	FFCB Note 5% Due 7/30/2026	0.000		12,500.00	0.00	12,500.00	0.00
Interest	01/31/2024	912828V80	1,300,000.00	US Treasury Note 2.25% Due 1/31/2024	0.000		14,625.00	0.00	14,625.00	0.00
Interest	01/31/2024	912828Z52	1,300,000.00	US Treasury Note 1.375% Due 1/31/2025	0.000		8,937.50	0.00	8,937.50	0.00
Interest	01/31/2024	912828Z78	1,500,000.00	US Treasury Note 1.5% Due 1/31/2027	0.000		11,250.00	0.00	11,250.00	0.00
Interest	01/31/2024	91282CBH3	1,250,000.00	US Treasury Note 0.375% Due 1/31/2026	0.000		2,343.75	0.00	2,343.75	0.00
Interest	01/31/2024	91282CCP4	1,500,000.00	US Treasury Note 0.625% Due 7/31/2026	0.000		4,687.50	0.00	4,687.50	0.00
Interest	01/31/2024	91282CGH8	2,000,000.00	US Treasury Note 3.5% Due 1/31/2028	0.000		35,000.00	0.00	35,000.00	0.00
Subtotal			15,815,000.00				156,141.88	0.00	156,141.88	0.00

Transaction Ledger

As of January 31, 2024



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Dividend	01/02/2024	60934N104	0.00	Federated Investors Government Obligations Fund	0.000		6,396.32	0.00	6,396.32	0.00
Subtotal			0.00				6,396.32	0.00	6,396.32	0.00
TOTAL OTHER TRANSACTIONS			15,815,000.00				162,538.20	0.00	162,538.20	0.00

Income Earned

As of January 31, 2024



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
FIXED INCOME						
00440EAV9	Chubb INA Holdings Inc Callable Note Cont 2/3/2026 3.35% Due 05/03/2026	03/16/2023 03/20/2023 1,000,000.00	972,217.64 0.00 0.00 973,227.32	5,397.22 0.00 8,188.89 2,791.67	1,009.68 0.00 1,009.68 3,801.35	3,801.35
023135BW5	Amazon.com Inc Note 0.45% Due 05/12/2024	05/10/2021 05/12/2021 495,000.00	494,912.96 0.00 0.00 494,933.40	303.19 0.00 488.81 185.62	20.44 0.00 20.44 206.06	206.06
023135CF1	Amazon.com Inc Callable Note Cont 3/13/2027 3.3% Due 04/13/2027	06/09/2022 06/13/2022 500,000.00	495,655.98 0.00 0.00 495,768.39	3,575.00 0.00 4,950.00 1,375.00	112.41 0.00 112.41 1,487.41	1,487.41
037833DK3	Apple Inc Callable Note Cont 8/13/2027 3% Due 11/13/2027	01/27/2023 01/31/2023 1,000,000.00	961,196.27 0.00 0.00 962,048.19	4,000.00 0.00 6,500.00 2,500.00	851.92 0.00 851.92 3,351.92	3,351.92
06367WB85	Bank of Montreal Note 1.85% Due 05/01/2025	08/12/2021 08/16/2021 750,000.00	758,716.77 0.00 0.00 758,160.76	2,312.50 0.00 3,468.75 1,156.25	0.00 556.01 (556.01) 600.24	600.24
06428CAA2	Bank Of America NA Callable Note cont 7/17/2026 5.526% Due 08/18/2026	08/24/2023 08/28/2023 1,000,000.00	1,001,272.93 0.00 0.00 1,001,231.82	20,415.50 0.00 25,020.50 4,605.00	0.00 41.11 (41.11) 4,563.89	4,563.89
084664CZ2	Berkshire Hathaway Callable Note Cont 2/15/2027 2.3% Due 03/15/2027	03/14/2022 03/16/2022 500,000.00	493,549.68 0.00 0.00 493,720.73	3,386.11 0.00 4,344.44 958.33	171.05 0.00 171.05 1,129.38	1,129.38
09247XAN1	Blackrock Inc Note 3.2% Due 03/15/2027	06/03/2022 06/07/2022 750,000.00	746,351.07 0.00 0.00 746,447.83	7,066.67 0.00 9,066.67 2,000.00	96.76 0.00 96.76 2,096.76	2,096.76
14913R2L0	Caterpillar Financial Service Note 0.45% Due 05/17/2024	05/10/2021 05/17/2021 750,000.00	749,874.38 0.00 0.00 749,902.80	412.50 0.00 693.75 281.25	28.42 0.00 28.42 309.67	309.67

Income Earned

As of January 31, 2024



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
24422EVN6	John Deere Capital Corp Note Due 01/17/2024	03/01/2021 03/04/2021 0.00	684,992.58 0.00 685,000.00 0.00	1,404.25 1,541.25 0.00 137.00	7.42 0.00 7.42 144.42	144.42
24422EXB0	John Deere Capital Corp Note 4.95% Due 07/14/2028	07/11/2023 07/14/2023 535,000.00	534,277.46 0.00 0.00 534,290.99	12,284.94 13,241.25 1,250.56 2,206.87	13.53 0.00 13.53 2,220.40	2,220.40
3130A1XJ2	FHLB Note 2.875% Due 06/14/2024	06/12/2019 06/14/2019 1,500,000.00	1,505,608.37 0.00 0.00 1,504,554.68	2,036.46 0.00 5,630.21 3,593.75	0.00 1,053.69 (1,053.69) 2,540.06	2,540.06
3130A2UW4	FHLB Note 2.875% Due 09/13/2024	09/13/2019 09/16/2019 1,400,000.00	1,410,195.93 0.00 0.00 1,408,961.27	12,075.00 0.00 15,429.17 3,354.17	0.00 1,234.66 (1,234.66) 2,119.51	2,119.51
3130AB3H7	FHLB Note 2.375% Due 03/08/2024	04/16/2019 04/17/2019 1,600,000.00	1,599,742.65 0.00 0.00 1,599,861.72	11,927.78 0.00 15,094.44 3,166.66	119.07 0.00 119.07 3,285.73	3,285.73
3130ATUC9	FHLB Note 4.5% Due 12/12/2025	05/31/2023 06/01/2023 895,000.00	898,130.13 0.00 0.00 897,993.65	2,125.63 0.00 5,481.88 3,356.25	0.00 136.48 (136.48) 3,219.77	3,219.77
3130AUU36	FHLB Note 4.125% Due 03/13/2026	03/16/2023 03/17/2023 1,000,000.00	997,848.11 0.00 0.00 997,931.29	12,375.00 0.00 15,812.50 3,437.50	83.18 0.00 83.18 3,520.68	3,520.68
3130AUZC1	FHLB Note 4.625% Due 03/14/2025	03/16/2023 03/17/2023 1,000,000.00	1,002,984.18 0.00 0.00 1,002,772.97	13,746.53 0.00 17,600.69 3,854.16	0.00 211.21 (211.21) 3,642.95	3,642.95
3130AWLZ1	FHLB Note 4.75% Due 06/12/2026	08/24/2023 08/28/2023 1,000,000.00	998,405.04 0.00 0.00 998,460.41	2,506.94 0.00 6,465.28 3,958.34	55.37 0.00 55.37 4,013.71	4,013.71

Income Earned

As of January 31, 2024



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
3130AWTR1	FHLB Note 4.375% Due 09/08/2028	09/11/2023 09/12/2023 1,600,000.00	1,591,862.04 0.00 0.00 1,592,009.39	28,583.33 0.00 34,416.67 5,833.34	147.35 0.00 147.35 5,980.69	5,980.69
3133EKNX0	FFCB Note 2.16% Due 06/03/2024	07/08/2019 07/09/2019 1,500,000.00	1,501,347.82 0.00 0.00 1,501,076.51	2,520.00 0.00 5,220.00 2,700.00	0.00 271.31 (271.31) 2,428.69	2,428.69
3133EPC45	FFCB Note 4.625% Due 11/13/2028	11/14/2023 11/15/2023 2,500,000.00	2,488,406.47 0.00 0.00 2,488,608.60	15,416.67 0.00 25,052.08 9,635.41	202.13 0.00 202.13 9,837.54	9,837.54
3133EPHH1	FFCB Note 4% Due 04/28/2026	05/09/2023 05/10/2023 2,000,000.00	2,004,271.29 0.00 0.00 2,004,115.15	14,000.00 0.00 20,666.67 6,666.67	0.00 156.14 (156.14) 6,510.53	6,510.53
3133EPLC7	FFCB Note 4.125% Due 02/26/2026	06/07/2023 06/08/2023 2,000,000.00	1,990,297.89 0.00 0.00 1,990,680.06	28,645.83 0.00 35,520.83 6,875.00	382.17 0.00 382.17 7,257.17	7,257.17
3133EPW84	FFCB Note 3.875% Due 01/18/2029	01/29/2024 01/31/2024 2,000,000.00	0.00 1,984,380.00 0.00 1,984,388.61	0.00 (2,798.61) 2,798.61 0.00	8.61 0.00 8.61 8.61	8.61
3133EPZY4	FFCB Note 5% Due 07/30/2026	10/31/2023 11/01/2023 1,000,000.00	998,685.23 0.00 0.00 998,728.54	8,472.22 12,500.00 138.89 4,166.67	43.31 0.00 43.31 4,209.98	4,209.98
3133XVDG3	FHLB Note 4.375% Due 09/13/2024	10/04/2022 10/05/2022 1,500,000.00	1,501,272.78 0.00 0.00 1,501,118.65	19,687.50 0.00 25,156.25 5,468.75	0.00 154.13 (154.13) 5,314.62	5,314.62
3135G03U5	FNMA Note 0.625% Due 04/22/2025	08/11/2020 08/12/2020 1,300,000.00	1,303,198.18 0.00 0.00 1,302,990.33	1,557.29 0.00 2,234.38 677.09	0.00 207.85 (207.85) 469.24	469.24

Income Earned

As of January 31, 2024



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
3135G04Z3	FNMA Note 0.5% Due 06/17/2025	06/18/2020 06/19/2020 1,400,000.00	1,399,668.63 0.00 0.00 1,399,687.90	272.22 0.00 855.56 583.34	19.27 0.00 19.27 602.61	602.61
3135G05X7	FNMA Note 0.375% Due 08/25/2025	02/16/2021 02/18/2021 1,000,000.00	997,640.92 0.00 0.00 997,762.40	1,312.50 0.00 1,625.00 312.50	121.48 0.00 121.48 433.98	433.98
3135G06G3	FNMA Note 0.5% Due 11/07/2025	11/18/2020 11/19/2020 1,100,000.00	1,099,635.17 0.00 0.00 1,099,651.90	825.00 0.00 1,283.33 458.33	16.73 0.00 16.73 475.06	475.06
3135G0V34	FNMA Note 2.5% Due 02/05/2024	03/06/2019 03/08/2019 925,000.00	924,937.78 0.00 0.00 924,992.89	9,378.47 0.00 11,305.56 1,927.09	55.11 0.00 55.11 1,982.20	1,982.20
3135G0V75	FNMA Note 1.75% Due 07/02/2024	07/23/2019 07/24/2019 1,300,000.00	1,299,148.57 0.00 0.00 1,299,292.80	11,311.81 11,375.00 1,832.64 1,895.83	144.23 0.00 144.23 2,040.06	2,040.06
3135G0W66	FNMA Note 1.625% Due 10/15/2024	03/31/2020 04/01/2020 1,200,000.00	1,210,249.19 0.00 0.00 1,209,145.98	4,116.67 0.00 5,741.67 1,625.00	0.00 1,103.21 (1,103.21) 521.79	521.79
3137EAEPO	FHLMC Note 1.5% Due 02/12/2025	03/04/2020 03/05/2020 1,350,000.00	1,359,279.68 0.00 0.00 1,358,574.61	7,818.75 0.00 9,506.25 1,687.50	0.00 705.07 (705.07) 982.43	982.43
3137EAEU9	FHLMC Note 0.375% Due 07/21/2025	08/11/2020 08/12/2020 1,300,000.00	1,298,847.77 0.00 0.00 1,298,910.77	2,166.67 2,437.50 135.42 406.25	63.00 0.00 63.00 469.25	469.25
3137EAEX3	FHLMC Note 0.375% Due 09/23/2025	10/19/2020 10/20/2020 1,500,000.00	1,497,490.38 0.00 0.00 1,497,613.67	1,531.25 0.00 2,000.00 468.75	123.29 0.00 123.29 592.04	592.04

Income Earned

As of January 31, 2024



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
3137FBBX3	FHLMC K068 A2 3.244% Due 08/25/2027	01/29/2024 01/31/2024 1,000,000.00	0.00 961,171.88 0.00 961,202.26	0.00 (2,703.33) 2,703.33 0.00	30.38 0.00 30.38 30.38	30.38
4581X0DC9	Inter-American Dev Bank Note 3.125% Due 09/18/2028	12/28/2023 12/29/2023 2,000,000.00	1,929,143.44 0.00 0.00 1,930,419.03	17,881.94 0.00 23,090.28 5,208.34	1,275.59 0.00 1,275.59 6,483.93	6,483.93
459058KT9	Intl. Bank Recon & Development Note 3.5% Due 07/12/2028	07/24/2023 07/26/2023 1,500,000.00	1,458,139.11 0.00 0.00 1,458,923.69	24,645.83 26,250.00 2,770.83 4,375.00	784.58 0.00 784.58 5,159.58	5,159.58
46647PBK1	JP Morgan Chase & Co Callable Note Cont 4/22/2025 2.083% Due 04/22/2026	05/05/2021 05/07/2021 750,000.00	758,993.23 0.00 0.00 758,408.77	2,994.31 0.00 4,296.19 1,301.88	0.00 584.46 (584.46) 717.42	717.42
57636QAW4	MasterCard Inc Callable Note Cont 2/9/28 4.875% Due 03/09/2028	03/16/2023 03/20/2023 1,000,000.00	1,012,632.90 0.00 0.00 1,012,371.82	15,166.67 0.00 19,229.17 4,062.50	0.00 261.08 (261.08) 3,801.42	3,801.42
58933YBH7	Merck & Co Callable Note Cont 4/17/2028 4.05% Due 05/17/2028	05/09/2023 05/17/2023 1,000,000.00	999,335.26 0.00 0.00 999,348.16	4,950.00 0.00 8,325.00 3,375.00	12.90 0.00 12.90 3,387.90	3,387.90
61690U7W4	Morgan Stanley Bank NA Callable Note Cont 9/30/2026 5.882% Due 10/30/2026	10/31/2023 11/02/2023 1,000,000.00	999,206.11 0.00 0.00 999,229.94	9,803.33 0.00 14,705.00 4,901.67	23.83 0.00 23.83 4,925.50	4,925.50
665859AW4	Northern Trust Company Callable Note Cont 4/10/2027 4% Due 05/10/2027	06/29/2022 07/01/2022 750,000.00	751,922.00 0.00 0.00 751,872.14	4,250.00 0.00 6,750.00 2,500.00	0.00 49.86 (49.86) 2,450.14	2,450.14
69371RQ66	Paccar Financial Corp Note 1.8% Due 02/06/2025	06/09/2022 06/13/2022 750,000.00	737,912.00 0.00 0.00 738,844.16	5,437.50 0.00 6,562.50 1,125.00	932.16 0.00 932.16 2,057.16	2,057.16

Income Earned

As of January 31, 2024



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
69371RS31	Paccar Financial Corp Note 4.6% Due 01/10/2028	01/27/2023 01/31/2023 500,000.00	505,432.08 0.00 0.00 505,317.52	10,925.00 11,500.00 1,341.67 1,916.67	0.00 114.56 (114.56) 1,802.11	1,802.11
713448FL7	Pepsico Inc. Callable Note Cont 1/18/2028 3.6% Due 02/18/2028	03/16/2023 03/20/2023 1,000,000.00	974,659.55 0.00 0.00 975,180.13	13,300.00 0.00 16,300.00 3,000.00	520.58 0.00 520.58 3,520.58	3,520.58
78015K7H1	Royal Bank of Canada Note 1.15% Due 06/10/2025	05/20/2021 05/24/2021 750,000.00	752,164.68 0.00 0.00 752,037.10	503.13 0.00 1,221.88 718.75	0.00 127.58 (127.58) 591.17	591.17
79466LAG9	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 07/15/2024	06/29/2021 07/12/2021 145,000.00	144,986.81 0.00 0.00 144,988.90	417.88 453.13 40.28 75.53	2.09 0.00 2.09 77.62	77.62
808513BN4	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 03/18/2024	05/26/2021 05/28/2021 1,000,000.00	1,000,372.53 0.00 0.00 1,000,131.94	2,145.83 0.00 2,770.83 625.00	0.00 240.59 (240.59) 384.41	384.41
87612EBL9	Target Corp Callable Note Cont 4/15/25 2.25% Due 04/15/2025	03/14/2022 03/16/2022 700,000.00	697,431.70 0.00 0.00 697,601.10	3,325.00 0.00 4,637.50 1,312.50	169.40 0.00 169.40 1,481.90	1,481.90
89114QCK2	Toronto Dominion Bank Note 0.75% Due 09/11/2025	05/26/2021 05/28/2021 1,000,000.00	997,282.25 0.00 0.00 997,418.35	2,291.67 0.00 2,916.67 625.00	136.10 0.00 136.10 761.10	761.10
89236TKK0	Toyota Motor Credit Corp Note 5.4% Due 11/10/2025	11/08/2022 11/10/2022 1,000,000.00	1,000,594.74 0.00 0.00 1,000,567.59	7,650.00 0.00 12,150.00 4,500.00	0.00 27.15 (27.15) 4,472.85	4,472.85
91159HHZ6	US Bancorp Callable Note Cont 4/11/2025 1.45% Due 05/12/2025	12/29/2021 12/31/2021 1,000,000.00	1,001,467.69 0.00 0.00 1,001,370.05	1,973.61 0.00 3,181.94 1,208.33	0.00 97.64 (97.64) 1,110.69	1,110.69

Income Earned

As of January 31, 2024



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
9128282A7	US Treasury Note 1.5% Due 08/15/2026	10/04/2022 10/05/2022 1,600,000.00	1,503,112.23 0.00 0.00 1,506,250.71	9,065.22 0.00 11,086.96 2,021.74	3,138.48 0.00 3,138.48 5,160.22	5,160.22
9128283F5	US Treasury Note 2.25% Due 11/15/2027	12/28/2022 12/29/2022 1,150,000.00	1,079,030.65 0.00 0.00 1,080,586.55	3,341.00 0.00 5,544.64 2,203.64	1,555.90 0.00 1,555.90 3,759.54	3,759.54
9128286S4	US Treasury Note 2.375% Due 04/30/2026	08/29/2022 08/31/2022 1,300,000.00	1,272,030.46 0.00 0.00 1,273,050.53	5,258.93 0.00 7,888.39 2,629.46	1,020.07 0.00 1,020.07 3,649.53	3,649.53
912828V80	US Treasury Note Due 01/31/2024	04/29/2019 04/30/2019 0.00	1,299,922.82 0.00 1,300,000.00 0.00	12,240.49 14,625.00 0.00 2,384.51	77.18 0.00 77.18 2,461.69	2,461.69
912828V98	US Treasury Note 2.25% Due 02/15/2027	10/04/2022 10/05/2022 1,700,000.00	1,617,718.28 0.00 0.00 1,619,953.81	14,447.69 0.00 17,669.84 3,222.15	2,235.53 0.00 2,235.53 5,457.68	5,457.68
912828YE4	US Treasury Note 1.25% Due 08/31/2024	05/26/2021 05/27/2021 1,500,000.00	1,508,719.75 0.00 0.00 1,507,607.36	6,335.85 0.00 7,932.69 1,596.84	0.00 1,112.39 (1,112.39) 484.45	484.45
912828YM6	US Treasury Note 1.5% Due 10/31/2024	10/04/2022 10/05/2022 1,500,000.00	1,468,751.65 0.00 0.00 1,471,938.16	3,832.42 0.00 5,748.63 1,916.21	3,186.51 0.00 3,186.51 5,102.72	5,102.72
912828YV6	US Treasury Note 1.5% Due 11/30/2024	08/26/2021 08/27/2021 1,500,000.00	1,513,457.67 0.00 0.00 1,512,208.61	1,967.21 0.00 3,872.95 1,905.74	0.00 1,249.06 (1,249.06) 656.68	656.68
912828Z52	US Treasury Note 1.375% Due 01/31/2025	08/12/2021 08/13/2021 1,300,000.00	1,311,475.20 0.00 0.00 1,310,576.89	7,480.30 8,937.50 49.11 1,506.31	0.00 898.31 (898.31) 608.00	608.00

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
912828Z78	US Treasury Note 1.5% Due 01/31/2027	06/09/2022 06/10/2022 1,500,000.00	1,432,000.57 0.00 0.00 1,433,872.67	9,415.76 11,250.00 61.81 1,896.05	1,872.10 0.00 1,872.10 3,768.15	3,768.15
912828ZF0	US Treasury Note 0.5% Due 03/31/2025	03/29/2021 03/31/2021 1,250,000.00	1,248,296.86 0.00 0.00 1,248,412.90	1,588.11 0.00 2,117.49 529.38	116.04 0.00 116.04 645.42	645.42
912828ZT0	US Treasury Note 0.25% Due 05/31/2025	05/26/2021 05/27/2021 1,500,000.00	1,493,395.90 0.00 0.00 1,493,792.66	327.87 0.00 645.49 317.62	396.76 0.00 396.76 714.38	714.38
91282CAT8	US Treasury Note 0.25% Due 10/31/2025	02/16/2021 02/18/2021 1,000,000.00	995,477.01 0.00 0.00 995,686.60	425.82 0.00 638.74 212.92	209.59 0.00 209.59 422.51	422.51
91282CBC4	US Treasury Note 0.375% Due 12/31/2025	01/11/2021 01/12/2021 1,250,000.00	1,247,190.10 0.00 0.00 1,247,309.42	12.88 0.00 412.09 399.21	119.32 0.00 119.32 518.53	518.53
91282CBH3	US Treasury Note 0.375% Due 01/31/2026	03/29/2021 03/31/2021 1,250,000.00	1,237,908.34 0.00 0.00 1,238,400.90	1,961.62 2,343.75 12.88 395.01	492.56 0.00 492.56 887.57	887.57
91282CBT7	US Treasury Note 0.75% Due 03/31/2026	09/28/2021 09/30/2021 1,500,000.00	1,493,946.62 0.00 0.00 1,494,175.47	2,858.61 0.00 3,811.48 952.87	228.85 0.00 228.85 1,181.72	1,181.72
91282CBV2	US Treasury Note 0.375% Due 04/15/2024	06/29/2021 06/30/2021 1,500,000.00	1,499,806.99 0.00 0.00 1,499,863.97	1,198.77 0.00 1,675.20 476.43	56.98 0.00 56.98 533.41	533.41
91282CCF6	US Treasury Note 0.75% Due 05/31/2026	06/03/2022 06/06/2022 1,500,000.00	1,425,211.50 0.00 0.00 1,427,843.11	983.61 0.00 1,936.48 952.87	2,631.61 0.00 2,631.61 3,584.48	3,584.48

Income Earned

As of January 31, 2024



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
91282CCP4	US Treasury Note 0.625% Due 07/31/2026	06/03/2022 06/06/2022 1,500,000.00	1,415,750.69 0.00 0.00 1,418,523.22	3,923.23 4,687.50 25.76 790.03	2,772.53 0.00 2,772.53 3,562.56	3,562.56
91282CCZ2	US Treasury Note 0.875% Due 09/30/2026	05/26/2022 05/31/2022 1,000,000.00	952,009.21 0.00 0.00 953,492.48	2,223.36 0.00 2,964.48 741.12	1,483.27 0.00 1,483.27 2,224.39	2,224.39
91282CDK4	US Treasury Note 1.25% Due 11/30/2026	05/26/2022 05/31/2022 1,000,000.00	959,549.88 0.00 0.00 960,728.41	1,092.90 0.00 2,151.64 1,058.74	1,178.53 0.00 1,178.53 2,237.27	2,237.27
91282CDN8	US Treasury Note 1% Due 12/15/2024	12/15/2021 12/16/2021 1,500,000.00	1,500,354.83 0.00 0.00 1,500,323.31	696.72 0.00 1,967.21 1,270.49	0.00 31.52 (31.52) 1,238.97	1,238.97
91282CDQ1	US Treasury Note 1.25% Due 12/31/2026	06/03/2022 06/06/2022 1,500,000.00	1,428,497.37 0.00 0.00 1,430,521.65	51.51 0.00 1,648.35 1,596.84	2,024.28 0.00 2,024.28 3,621.12	3,621.12
91282CEA5	US Treasury Note 1.5% Due 02/29/2024	06/29/2023 06/30/2023 1,100,000.00	1,093,142.61 0.00 0.00 1,096,745.65	5,575.55 0.00 6,980.77 1,405.22	3,603.04 0.00 3,603.04 5,008.26	5,008.26
91282CEN7	US Treasury Note 2.75% Due 04/30/2027	06/09/2022 06/10/2022 1,500,000.00	1,485,083.71 0.00 0.00 1,485,464.29	7,026.10 0.00 10,539.15 3,513.05	380.58 0.00 380.58 3,893.63	3,893.63
91282CEX5	US Treasury Note 3% Due 06/30/2024	05/31/2023 06/01/2023 2,000,000.00	1,979,343.95 0.00 0.00 1,982,881.73	164.84 0.00 5,274.73 5,109.89	3,537.78 0.00 3,537.78 8,647.67	8,647.67
91282CFE6	US Treasury Note 3.125% Due 08/15/2025	05/31/2023 06/01/2023 2,000,000.00	1,962,013.03 0.00 0.00 1,964,002.21	23,607.34 0.00 28,872.28 5,264.94	1,989.18 0.00 1,989.18 7,254.12	7,254.12



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
91282CFH9	US Treasury Note 3.125% Due 08/31/2027	09/27/2022 09/28/2022 1,500,000.00	1,447,022.19 0.00 0.00 1,448,249.63	15,839.63 0.00 19,831.73 3,992.10	1,227.44 0.00 1,227.44 5,219.54	5,219.54
91282CGH8	US Treasury Note 3.5% Due 01/31/2028	02/23/2023 02/28/2023 2,000,000.00	1,952,253.07 0.00 0.00 1,953,245.80	29,293.48 35,000.00 192.31 5,898.83	992.73 0.00 992.73 6,891.56	6,891.56
91282CGL9	US Treasury Note 4% Due 02/15/2026	05/31/2023 06/01/2023 1,500,000.00	1,494,856.06 0.00 0.00 1,495,061.55	22,663.04 0.00 27,717.39 5,054.35	205.49 0.00 205.49 5,259.84	5,259.84
91282CGT2	US Treasury Note 3.625% Due 03/31/2028	05/31/2023 06/01/2023 2,000,000.00	1,983,454.72 0.00 0.00 1,983,785.42	18,422.13 0.00 24,562.84 6,140.71	330.70 0.00 330.70 6,471.41	6,471.41
91324PDE9	United Health Group Inc Note 2.95% Due 10/15/2027	12/28/2022 12/30/2022 750,000.00	706,850.40 0.00 0.00 707,817.60	4,670.83 0.00 6,514.58 1,843.75	967.20 0.00 967.20 2,810.95	2,810.95
931142EX7	Wal-Mart Stores Callable Note Cont 09/09/2027 3.95% Due 09/09/2027	09/08/2022 09/12/2022 750,000.00	750,837.19 0.00 0.00 750,817.47	9,216.67 0.00 11,685.42 2,468.75	0.00 19.72 (19.72) 2,449.03	2,449.03
			102,252,319.51 2,945,551.88 1,985,000.00	629,838.59 150,639.94 686,002.93	45,813.77 10,644.79 35,168.98	
Total Fixed Income		104,395,000.00	103,248,040.37	206,804.28	241,973.26	241,973.26
CASH & EQUIVALENT						
60934N104	Federated Investors Government Obligations Fund	Various Various 314,167.14	125,429.15 196,484.38 7,746.39 314,167.14	0.00 6,396.32 0.00 6,396.32	0.00 0.00 0.00 6,396.32	6,396.32

Income Earned

As of January 31, 2024



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
62479LAR6	MUFG Bank Ltd	07/24/2023	971,071.11	25,155.56	0.00	3,773.33
	Discount CP	07/25/2023	0.00	28,928.89	0.00	
	Due 01/25/2024	0.00	971,071.11	0.00	0.00	
			0.00	3,773.33	3,773.33	
			1,096,500.26	25,155.56	0.00	
			196,484.38	35,325.21	0.00	
			978,817.50	0.00	0.00	
Total Cash & Equivalent		314,167.14	314,167.14	10,169.65	10,169.65	10,169.65
			103,348,819.77	654,994.15	45,813.77	
			3,142,036.26	185,965.15	10,644.79	
			2,963,817.50	686,002.93	35,168.98	
TOTAL PORTFOLIO		104,709,167.14	103,562,207.51	216,973.93	252,142.91	252,142.91

Cash Flow Report

As of January 31, 2024



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/05/2024	Maturity	3135G0V34	925,000.00	FNMA Note 2.5% Due 2/5/2024	925,000.00	11,562.50	936,562.50
02/06/2024	Interest	69371RQ66	750,000.00	Paccar Financial Corp Note 1.8% Due 2/6/2025	0.00	6,750.00	6,750.00
02/12/2024	Interest	3137EAEP0	1,350,000.00	FHLMC Note 1.5% Due 2/12/2025	0.00	10,125.00	10,125.00
02/15/2024	Interest	9128282A7	1,600,000.00	US Treasury Note 1.5% Due 8/15/2026	0.00	12,000.00	12,000.00
02/15/2024	Interest	91282CFE6	2,000,000.00	US Treasury Note 3.125% Due 8/15/2025	0.00	31,250.00	31,250.00
02/15/2024	Interest	912828V98	1,700,000.00	US Treasury Note 2.25% Due 2/15/2027	0.00	19,125.00	19,125.00
02/15/2024	Interest	91282CGL9	1,500,000.00	US Treasury Note 4% Due 2/15/2026	0.00	30,000.00	30,000.00
02/18/2024	Call	808513BN4	1,000,000.00	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 3/18/2024	1,000,000.00	3,125.00	1,003,125.00
02/18/2024	Interest	06428CAA2	1,000,000.00	Bank Of America NA Callable Note cont 7/17/2026 5.526% Due 8/18/2026	0.00	27,630.00	27,630.00
02/18/2024	Interest	713448FL7	1,000,000.00	Pepsico Inc. Callable Note Cont 1/18/2028 3.6% Due 2/18/2028	0.00	18,000.00	18,000.00
02/25/2024	Interest	3135G05X7	1,000,000.00	FNMA Note 0.375% Due 8/25/2025	0.00	1,875.00	1,875.00
02/25/2024	Paydown	3137FBBX3	1,000,000.00	FHLMC K068 A2 3.244% Due 8/25/2027	0.00	2,703.33	2,703.33
02/26/2024	Interest	3133EPLC7	2,000,000.00	FFCB Note 4.125% Due 2/26/2026	0.00	41,250.00	41,250.00
02/29/2024	Interest	912828YE4	1,500,000.00	US Treasury Note 1.25% Due 8/31/2024	0.00	9,375.00	9,375.00
02/29/2024	Interest	91282CFH9	1,500,000.00	US Treasury Note 3.125% Due 8/31/2027	0.00	23,437.50	23,437.50
02/29/2024	Maturity	91282CEA5	1,100,000.00	US Treasury Note 1.5% Due 2/29/2024	1,100,000.00	8,250.00	1,108,250.00
FEB 2024					3,025,000.00	256,458.33	3,281,458.33

Cash Flow Report

As of January 31, 2024



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/08/2024	Interest	3130AWTR1	1,600,000.00	FHLB Note 4.375% Due 9/8/2028	0.00	41,611.11	41,611.11
03/08/2024	Maturity	3130AB3H7	1,600,000.00	FHLB Note 2.375% Due 3/8/2024	1,600,000.00	19,000.00	1,619,000.00
03/09/2024	Interest	57636QAW4	1,000,000.00	MasterCard Inc Callable Note Cont 2/9/28 4.875% Due 3/9/2028	0.00	24,375.00	24,375.00
03/09/2024	Interest	931142EX7	750,000.00	Wal-Mart Stores Callable Note Cont 09/09/2027 3.95% Due 9/9/2027	0.00	14,812.50	14,812.50
03/11/2024	Interest	89114QCK2	1,000,000.00	Toronto Dominion Bank Note 0.75% Due 9/11/2025	0.00	3,750.00	3,750.00
03/13/2024	Interest	3133XVDG3	1,500,000.00	FHLB Note 4.375% Due 9/13/2024	0.00	32,812.50	32,812.50
03/13/2024	Interest	3130A2UW4	1,400,000.00	FHLB Note 2.875% Due 9/13/2024	0.00	20,125.00	20,125.00
03/13/2024	Interest	3130AUU36	1,000,000.00	FHLB Note 4.125% Due 3/13/2026	0.00	20,625.00	20,625.00
03/14/2024	Interest	3130AUZC1	1,000,000.00	FHLB Note 4.625% Due 3/14/2025	0.00	23,125.00	23,125.00
03/15/2024	Interest	084664CZ2	500,000.00	Berkshire Hathaway Callable Note Cont 2/15/2027 2.3% Due 3/15/2027	0.00	5,750.00	5,750.00
03/15/2024	Interest	09247XAN1	750,000.00	Blackrock Inc Note 3.2% Due 3/15/2027	0.00	12,000.00	12,000.00
03/18/2024	Interest	4581X0DC9	2,000,000.00	Inter-American Dev Bank Note 3.125% Due 9/18/2028	0.00	31,250.00	31,250.00
03/23/2024	Interest	3137EAEX3	1,500,000.00	FHLMC Note 0.375% Due 9/23/2025	0.00	2,812.50	2,812.50
03/25/2024	Paydown	3137FBBX3	1,000,000.00	FHLMC K068 A2 3.244% Due 8/25/2027	0.00	2,703.33	2,703.33
03/31/2024	Interest	912828ZF0	1,250,000.00	US Treasury Note 0.5% Due 3/31/2025	0.00	3,125.00	3,125.00
03/31/2024	Interest	91282CBT7	1,500,000.00	US Treasury Note 0.75% Due 3/31/2026	0.00	5,625.00	5,625.00
03/31/2024	Interest	91282CCZ2	1,000,000.00	US Treasury Note 0.875% Due 9/30/2026	0.00	4,375.00	4,375.00

Cash Flow Report

As of January 31, 2024



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/31/2024	Interest	91282CGT2	2,000,000.00	US Treasury Note 3.625% Due 3/31/2028	0.00	36,250.00	36,250.00
MAR 2024					1,600,000.00	304,126.94	1,904,126.94
04/13/2024	Interest	023135CF1	500,000.00	Amazon.com Inc Callable Note Cont 3/13/2027 3.3% Due 4/13/2027	0.00	8,250.00	8,250.00
04/15/2024	Interest	3135G0W66	1,200,000.00	FNMA Note 1.625% Due 10/15/2024	0.00	9,750.00	9,750.00
04/15/2024	Interest	91324PDE9	750,000.00	United Health Group Inc Note 2.95% Due 10/15/2027	0.00	11,062.50	11,062.50
04/15/2024	Interest	87612EBL9	700,000.00	Target Corp Callable Note Cont 4/15/25 2.25% Due 4/15/2025	0.00	7,875.00	7,875.00
04/15/2024	Maturity	91282CBV2	1,500,000.00	US Treasury Note 0.375% Due 4/15/2024	1,500,000.00	2,812.50	1,502,812.50
04/22/2024	Interest	3135G03U5	1,300,000.00	FNMA Note 0.625% Due 4/22/2025	0.00	4,062.50	4,062.50
04/22/2024	Interest	46647PBK1	750,000.00	JP Morgan Chase & Co Callable Note Cont 4/22/2025 2.083% Due 4/22/2026	0.00	7,811.25	7,811.25
04/25/2024	Paydown	3137FBBX3	1,000,000.00	FHLMC K068 A2 3.244% Due 8/25/2027	0.00	2,703.33	2,703.33
04/28/2024	Interest	3133EPHH1	2,000,000.00	FFCB Note 4% Due 4/28/2026	0.00	40,000.00	40,000.00
04/30/2024	Interest	61690U7W4	1,000,000.00	Morgan Stanley Bank NA Callable Note Cont 9/30/2026 5.882% Due 10/30/2026	0.00	29,246.61	29,246.61
04/30/2024	Interest	91282CEN7	1,500,000.00	US Treasury Note 2.75% Due 4/30/2027	0.00	20,625.00	20,625.00
04/30/2024	Interest	9128286S4	1,300,000.00	US Treasury Note 2.375% Due 4/30/2026	0.00	15,437.50	15,437.50
04/30/2024	Interest	912828YM6	1,500,000.00	US Treasury Note 1.5% Due 10/31/2024	0.00	11,250.00	11,250.00
04/30/2024	Interest	91282CAT8	1,000,000.00	US Treasury Note 0.25% Due 10/31/2025	0.00	1,250.00	1,250.00
APR 2024					1,500,000.00	172,136.19	1,672,136.19

Cash Flow Report

As of January 31, 2024



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/01/2024	Interest	06367WB85	750,000.00	Bank of Montreal Note 1.85% Due 5/1/2025	0.00	6,937.50	6,937.50
05/03/2024	Interest	00440EAV9	1,000,000.00	Chubb INA Holdings Inc Callable Note Cont 2/3/2026 3.35% Due 5/3/2026	0.00	16,750.00	16,750.00
05/07/2024	Interest	3135G06G3	1,100,000.00	FNMA Note 0.5% Due 11/7/2025	0.00	2,750.00	2,750.00
05/10/2024	Interest	89236TKK0	1,000,000.00	Toyota Motor Credit Corp Note 5.4% Due 11/10/2025	0.00	27,000.00	27,000.00
05/10/2024	Interest	665859AW4	750,000.00	Northern Trust Company Callable Note Cont 4/10/2027 4% Due 5/10/2027	0.00	15,000.00	15,000.00
05/12/2024	Interest	91159HHZ6	1,000,000.00	US Bancorp Callable Note Cont 4/11/2025 1.45% Due 5/12/2025	0.00	7,250.00	7,250.00
05/12/2024	Maturity	023135BW5	495,000.00	Amazon.com Inc Note 0.45% Due 5/12/2024	495,000.00	1,113.75	496,113.75
05/13/2024	Interest	037833DK3	1,000,000.00	Apple Inc Callable Note Cont 8/13/2027 3% Due 11/13/2027	0.00	15,000.00	15,000.00
05/13/2024	Interest	3133EPC45	2,500,000.00	FFCB Note 4.625% Due 11/13/2028	0.00	57,812.50	57,812.50
05/15/2024	Interest	9128283F5	1,150,000.00	US Treasury Note 2.25% Due 11/15/2027	0.00	12,937.50	12,937.50
05/17/2024	Interest	58933YBH7	1,000,000.00	Merck & Co Callable Note Cont 4/17/2028 4.05% Due 5/17/2028	0.00	20,250.00	20,250.00
05/17/2024	Maturity	14913R2L0	750,000.00	Caterpillar Financial Service Note 0.45% Due 5/17/2024	750,000.00	1,687.50	751,687.50
05/25/2024	Paydown	3137FBBX3	1,000,000.00	FHLMC K068 A2 3.244% Due 8/25/2027	0.00	2,703.33	2,703.33
05/31/2024	Interest	912828ZT0	1,500,000.00	US Treasury Note 0.25% Due 5/31/2025	0.00	1,875.00	1,875.00
05/31/2024	Interest	91282CCF6	1,500,000.00	US Treasury Note 0.75% Due 5/31/2026	0.00	5,625.00	5,625.00
05/31/2024	Interest	912828YV6	1,500,000.00	US Treasury Note 1.5% Due 11/30/2024	0.00	11,250.00	11,250.00

Cash Flow Report

As of January 31, 2024



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/31/2024	Interest	91282CDK4	1,000,000.00	US Treasury Note 1.25% Due 11/30/2026	0.00	6,250.00	6,250.00
MAY 2024					1,245,000.00	212,192.08	1,457,192.08
06/03/2024	Maturity	3133EKNX0	1,500,000.00	FFCB Note 2.16% Due 6/3/2024	1,500,000.00	16,200.00	1,516,200.00
06/10/2024	Interest	78015K7H1	750,000.00	Royal Bank of Canada Note 1.15% Due 6/10/2025	0.00	4,312.50	4,312.50
06/12/2024	Interest	3130ATUC9	895,000.00	FHLB Note 4.5% Due 12/12/2025	0.00	20,137.50	20,137.50
06/12/2024	Interest	3130AWLZ1	1,000,000.00	FHLB Note 4.75% Due 6/12/2026	0.00	23,750.00	23,750.00
06/14/2024	Maturity	3130A1XJ2	1,500,000.00	FHLB Note 2.875% Due 6/14/2024	1,500,000.00	21,562.50	1,521,562.50
06/15/2024	Interest	91282CDN8	1,500,000.00	US Treasury Note 1% Due 12/15/2024	0.00	7,500.00	7,500.00
06/17/2024	Interest	3135G04Z3	1,400,000.00	FNMA Note 0.5% Due 6/17/2025	0.00	3,500.00	3,500.00
06/25/2024	Paydown	3137FBBX3	1,000,000.00	FHLMC K068 A2 3.244% Due 8/25/2027	0.00	2,703.33	2,703.33
06/30/2024	Interest	91282CBC4	1,250,000.00	US Treasury Note 0.375% Due 12/31/2025	0.00	2,343.75	2,343.75
06/30/2024	Interest	91282CDQ1	1,500,000.00	US Treasury Note 1.25% Due 12/31/2026	0.00	9,375.00	9,375.00
06/30/2024	Maturity	91282CEX5	2,000,000.00	US Treasury Note 3% Due 6/30/2024	2,000,000.00	30,000.00	2,030,000.00
JUN 2024					5,000,000.00	141,384.58	5,141,384.58
07/02/2024	Maturity	3135G0V75	1,300,000.00	FNMA Note 1.75% Due 7/2/2024	1,300,000.00	11,375.00	1,311,375.00
07/10/2024	Interest	69371RS31	500,000.00	Paccar Financial Corp Note 4.6% Due 1/10/2028	0.00	11,500.00	11,500.00
07/12/2024	Interest	459058KT9	1,500,000.00	Intl. Bank Recon & Development Note 3.5% Due 7/12/2028	0.00	26,250.00	26,250.00
07/14/2024	Interest	24422EXB0	535,000.00	John Deere Capital Corp Note 4.95% Due 7/14/2028	0.00	13,241.25	13,241.25

Cash Flow Report

As of January 31, 2024



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/15/2024	Maturity	79466LAG9	145,000.00	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	145,000.00	453.13	145,453.13
07/18/2024	Interest	3133EPW84	2,000,000.00	FFCB Note 3.875% Due 1/18/2029	0.00	38,750.00	38,750.00
07/21/2024	Interest	3137EAEU9	1,300,000.00	FHLMC Note 0.375% Due 7/21/2025	0.00	2,437.50	2,437.50
07/25/2024	Paydown	3137FBBX3	1,000,000.00	FHLMC K068 A2 3.244% Due 8/25/2027	0.00	2,703.33	2,703.33
07/30/2024	Interest	3133EPZY4	1,000,000.00	FFCB Note 5% Due 7/30/2026	0.00	25,000.00	25,000.00
07/31/2024	Interest	91282CGH8	2,000,000.00	US Treasury Note 3.5% Due 1/31/2028	0.00	35,000.00	35,000.00
07/31/2024	Interest	912828Z52	1,300,000.00	US Treasury Note 1.375% Due 1/31/2025	0.00	8,937.50	8,937.50
07/31/2024	Interest	912828Z78	1,500,000.00	US Treasury Note 1.5% Due 1/31/2027	0.00	11,250.00	11,250.00
07/31/2024	Interest	91282CBH3	1,250,000.00	US Treasury Note 0.375% Due 1/31/2026	0.00	2,343.75	2,343.75
07/31/2024	Interest	91282CCP4	1,500,000.00	US Treasury Note 0.625% Due 7/31/2026	0.00	4,687.50	4,687.50
JUL 2024					1,445,000.00	193,928.96	1,638,928.96
08/06/2024	Interest	69371RQ66	750,000.00	Paccar Financial Corp Note 1.8% Due 2/6/2025	0.00	6,750.00	6,750.00
08/12/2024	Interest	3137EAEPO	1,350,000.00	FHLMC Note 1.5% Due 2/12/2025	0.00	10,125.00	10,125.00
08/15/2024	Interest	9128282A7	1,600,000.00	US Treasury Note 1.5% Due 8/15/2026	0.00	12,000.00	12,000.00
08/15/2024	Interest	912828V98	1,700,000.00	US Treasury Note 2.25% Due 2/15/2027	0.00	19,125.00	19,125.00
08/15/2024	Interest	91282CFE6	2,000,000.00	US Treasury Note 3.125% Due 8/15/2025	0.00	31,250.00	31,250.00
08/15/2024	Interest	91282CGL9	1,500,000.00	US Treasury Note 4% Due 2/15/2026	0.00	30,000.00	30,000.00

Cash Flow Report

As of January 31, 2024



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/18/2024	Interest	06428CAA2	1,000,000.00	Bank Of America NA Callable Note cont 7/17/2026 5.526% Due 8/18/2026	0.00	27,630.00	27,630.00
08/18/2024	Interest	713448FL7	1,000,000.00	Pepsico Inc. Callable Note Cont 1/18/2028 3.6% Due 2/18/2028	0.00	18,000.00	18,000.00
08/25/2024	Interest	3135G05X7	1,000,000.00	FNMA Note 0.375% Due 8/25/2025	0.00	1,875.00	1,875.00
08/25/2024	Paydown	3137FBBX3	1,000,000.00	FHLMC K068 A2 3.244% Due 8/25/2027	0.00	2,703.33	2,703.33
08/26/2024	Interest	3133EPLC7	2,000,000.00	FFCB Note 4.125% Due 2/26/2026	0.00	41,250.00	41,250.00
08/31/2024	Interest	91282CFH9	1,500,000.00	US Treasury Note 3.125% Due 8/31/2027	0.00	23,437.50	23,437.50
08/31/2024	Maturity	912828YE4	1,500,000.00	US Treasury Note 1.25% Due 8/31/2024	1,500,000.00	9,375.00	1,509,375.00
AUG 2024					1,500,000.00	233,520.83	1,733,520.83
09/08/2024	Interest	3130AWTR1	1,600,000.00	FHLB Note 4.375% Due 9/8/2028	0.00	35,000.00	35,000.00
09/09/2024	Interest	57636QAW4	1,000,000.00	MasterCard Inc Callable Note Cont 2/9/28 4.875% Due 3/9/2028	0.00	24,375.00	24,375.00
09/09/2024	Interest	931142EX7	750,000.00	Wal-Mart Stores Callable Note Cont 09/09/2027 3.95% Due 9/9/2027	0.00	14,812.50	14,812.50
09/11/2024	Interest	89114QCK2	1,000,000.00	Toronto Dominion Bank Note 0.75% Due 9/11/2025	0.00	3,750.00	3,750.00
09/13/2024	Interest	3130AUU36	1,000,000.00	FHLB Note 4.125% Due 3/13/2026	0.00	20,625.00	20,625.00
09/13/2024	Maturity	3133XVDG3	1,500,000.00	FHLB Note 4.375% Due 9/13/2024	1,500,000.00	32,812.50	1,532,812.50
09/13/2024	Maturity	3130A2UW4	1,400,000.00	FHLB Note 2.875% Due 9/13/2024	1,400,000.00	20,125.00	1,420,125.00
09/14/2024	Interest	3130AUZC1	1,000,000.00	FHLB Note 4.625% Due 3/14/2025	0.00	23,125.00	23,125.00
09/15/2024	Interest	084664CZ2	500,000.00	Berkshire Hathaway Callable Note Cont 2/15/2027 2.3% Due 3/15/2027	0.00	5,750.00	5,750.00

Cash Flow Report

As of January 31, 2024



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/15/2024	Interest	09247XAN1	750,000.00	Blackrock Inc Note 3.2% Due 3/15/2027	0.00	12,000.00	12,000.00
09/18/2024	Interest	4581X0DC9	2,000,000.00	Inter-American Dev Bank Note 3.125% Due 9/18/2028	0.00	31,250.00	31,250.00
09/23/2024	Interest	3137EAEX3	1,500,000.00	FHLMC Note 0.375% Due 9/23/2025	0.00	2,812.50	2,812.50
09/25/2024	Paydown	3137FBBX3	1,000,000.00	FHLMC K068 A2 3.244% Due 8/25/2027	0.00	2,703.33	2,703.33
09/30/2024	Interest	912828ZF0	1,250,000.00	US Treasury Note 0.5% Due 3/31/2025	0.00	3,125.00	3,125.00
09/30/2024	Interest	91282CBT7	1,500,000.00	US Treasury Note 0.75% Due 3/31/2026	0.00	5,625.00	5,625.00
09/30/2024	Interest	91282CGT2	2,000,000.00	US Treasury Note 3.625% Due 3/31/2028	0.00	36,250.00	36,250.00
09/30/2024	Interest	91282CCZ2	1,000,000.00	US Treasury Note 0.875% Due 9/30/2026	0.00	4,375.00	4,375.00
SEP 2024					2,900,000.00	278,515.83	3,178,515.83
10/13/2024	Interest	023135CF1	500,000.00	Amazon.com Inc Callable Note Cont 3/13/2027 3.3% Due 4/13/2027	0.00	8,250.00	8,250.00
10/15/2024	Interest	87612EBL9	700,000.00	Target Corp Callable Note Cont 4/15/25 2.25% Due 4/15/2025	0.00	7,875.00	7,875.00
10/15/2024	Interest	91324PDE9	750,000.00	United Health Group Inc Note 2.95% Due 10/15/2027	0.00	11,062.50	11,062.50
10/15/2024	Maturity	3135G0W66	1,200,000.00	FNMA Note 1.625% Due 10/15/2024	1,200,000.00	9,750.00	1,209,750.00
10/22/2024	Interest	46647PBK1	750,000.00	JP Morgan Chase & Co Callable Note Cont 4/22/2025 2.083% Due 4/22/2026	0.00	7,811.25	7,811.25
10/22/2024	Interest	3135G03U5	1,300,000.00	FNMA Note 0.625% Due 4/22/2025	0.00	4,062.50	4,062.50
10/25/2024	Paydown	3137FBBX3	1,000,000.00	FHLMC K068 A2 3.244% Due 8/25/2027	0.00	2,703.33	2,703.33
10/28/2024	Interest	3133EPHH1	2,000,000.00	FFCB Note 4% Due 4/28/2026	0.00	40,000.00	40,000.00

Cash Flow Report

As of January 31, 2024



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/30/2024	Interest	61690U7W4	1,000,000.00	Morgan Stanley Bank NA Callable Note Cont 9/30/2026 5.882% Due 10/30/2026	0.00	29,410.00	29,410.00
10/31/2024	Interest	91282CAT8	1,000,000.00	US Treasury Note 0.25% Due 10/31/2025	0.00	1,250.00	1,250.00
10/31/2024	Interest	9128286S4	1,300,000.00	US Treasury Note 2.375% Due 4/30/2026	0.00	15,437.50	15,437.50
10/31/2024	Interest	91282CEN7	1,500,000.00	US Treasury Note 2.75% Due 4/30/2027	0.00	20,625.00	20,625.00
10/31/2024	Maturity	912828YM6	1,500,000.00	US Treasury Note 1.5% Due 10/31/2024	1,500,000.00	11,250.00	1,511,250.00
OCT 2024					2,700,000.00	169,487.08	2,869,487.08
11/01/2024	Interest	06367WB85	750,000.00	Bank of Montreal Note 1.85% Due 5/1/2025	0.00	6,937.50	6,937.50
11/03/2024	Interest	00440EAV9	1,000,000.00	Chubb INA Holdings Inc Callable Note Cont 2/3/2026 3.35% Due 5/3/2026	0.00	16,750.00	16,750.00
11/07/2024	Interest	3135G06G3	1,100,000.00	FNMA Note 0.5% Due 11/7/2025	0.00	2,750.00	2,750.00
11/10/2024	Interest	89236TKK0	1,000,000.00	Toyota Motor Credit Corp Note 5.4% Due 11/10/2025	0.00	27,000.00	27,000.00
11/10/2024	Interest	665859AW4	750,000.00	Northern Trust Company Callable Note Cont 4/10/2027 4% Due 5/10/2027	0.00	15,000.00	15,000.00
11/12/2024	Interest	91159HHZ6	1,000,000.00	US Bancorp Callable Note Cont 4/11/2025 1.45% Due 5/12/2025	0.00	7,250.00	7,250.00
11/13/2024	Interest	037833DK3	1,000,000.00	Apple Inc Callable Note Cont 8/13/2027 3% Due 11/13/2027	0.00	15,000.00	15,000.00
11/13/2024	Interest	3133EPC45	2,500,000.00	FFCB Note 4.625% Due 11/13/2028	0.00	57,812.50	57,812.50
11/15/2024	Interest	9128283F5	1,150,000.00	US Treasury Note 2.25% Due 11/15/2027	0.00	12,937.50	12,937.50
11/17/2024	Interest	58933YBH7	1,000,000.00	Merck & Co Callable Note Cont 4/17/2028 4.05% Due 5/17/2028	0.00	20,250.00	20,250.00

Cash Flow Report

As of January 31, 2024



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/25/2024	Paydown	3137FBBX3	1,000,000.00	FHLMC K068 A2 3.244% Due 8/25/2027	0.00	2,703.33	2,703.33
11/30/2024	Interest	91282CDK4	1,000,000.00	US Treasury Note 1.25% Due 11/30/2026	0.00	6,250.00	6,250.00
11/30/2024	Interest	91282CCF6	1,500,000.00	US Treasury Note 0.75% Due 5/31/2026	0.00	5,625.00	5,625.00
11/30/2024	Interest	912828ZT0	1,500,000.00	US Treasury Note 0.25% Due 5/31/2025	0.00	1,875.00	1,875.00
11/30/2024	Maturity	912828YV6	1,500,000.00	US Treasury Note 1.5% Due 11/30/2024	1,500,000.00	11,250.00	1,511,250.00
NOV 2024					1,500,000.00	209,390.83	1,709,390.83
12/10/2024	Interest	78015K7H1	750,000.00	Royal Bank of Canada Note 1.15% Due 6/10/2025	0.00	4,312.50	4,312.50
12/12/2024	Interest	3130AWLZ1	1,000,000.00	FHLB Note 4.75% Due 6/12/2026	0.00	23,750.00	23,750.00
12/12/2024	Interest	3130ATUC9	895,000.00	FHLB Note 4.5% Due 12/12/2025	0.00	20,137.50	20,137.50
12/15/2024	Maturity	91282CDN8	1,500,000.00	US Treasury Note 1% Due 12/15/2024	1,500,000.00	7,500.00	1,507,500.00
12/17/2024	Interest	3135G04Z3	1,400,000.00	FNMA Note 0.5% Due 6/17/2025	0.00	3,500.00	3,500.00
12/25/2024	Paydown	3137FBBX3	1,000,000.00	FHLMC K068 A2 3.244% Due 8/25/2027	0.00	2,703.33	2,703.33
12/31/2024	Interest	91282CBC4	1,250,000.00	US Treasury Note 0.375% Due 12/31/2025	0.00	2,343.75	2,343.75
12/31/2024	Interest	91282CDQ1	1,500,000.00	US Treasury Note 1.25% Due 12/31/2026	0.00	9,375.00	9,375.00
DEC 2024					1,500,000.00	73,622.08	1,573,622.08
01/10/2025	Interest	69371RS31	500,000.00	Paccar Financial Corp Note 4.6% Due 1/10/2028	0.00	11,500.00	11,500.00
01/12/2025	Interest	459058KT9	1,500,000.00	Intl. Bank Recon & Development Note 3.5% Due 7/12/2028	0.00	26,250.00	26,250.00
01/14/2025	Interest	24422EXB0	535,000.00	John Deere Capital Corp Note 4.95% Due 7/14/2028	0.00	13,241.25	13,241.25

Cash Flow Report

As of January 31, 2024



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/18/2025	Interest	3133EPW84	2,000,000.00	FFCB Note 3.875% Due 1/18/2029	0.00	38,750.00	38,750.00
01/21/2025	Interest	3137EAEU9	1,300,000.00	FHLMC Note 0.375% Due 7/21/2025	0.00	2,437.50	2,437.50
01/25/2025	Paydown	3137FBBX3	1,000,000.00	FHLMC K068 A2 3.244% Due 8/25/2027	0.00	2,703.33	2,703.33
01/30/2025	Interest	3133EPZY4	1,000,000.00	FFCB Note 5% Due 7/30/2026	0.00	25,000.00	25,000.00
JAN 2025					0.00	119,882.08	119,882.08
TOTAL					23,915,000.00	2,364,645.81	26,279,645.81



PORTFOLIO CHARACTERISTICS

Average Modified Duration	0.00
Average Coupon	4.03%
Average Purchase YTM	4.03%
Average Market YTM	4.03%
Average S&P/Moody Rating	NR/NR
Average Final Maturity	0.00 yrs
Average Life	0.00 yrs

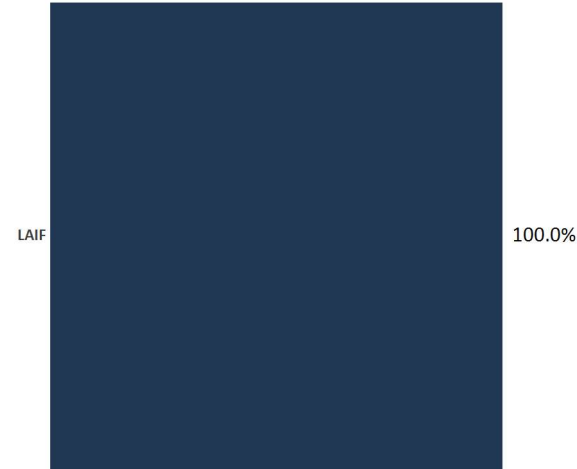
ACCOUNT SUMMARY

	Beg. Values as of 12/31/23	End Values as of 1/31/24
Market Value	16,560,635	26,247,124
Accrued Interest	177,599	75,092
Total Market Value	16,738,234	26,322,217
Income Earned	55,936	83,983
Cont/WD		9,500,000
Par	16,560,635	26,247,124
Book Value	16,560,635	26,247,124
Cost Value	16,560,635	26,247,124

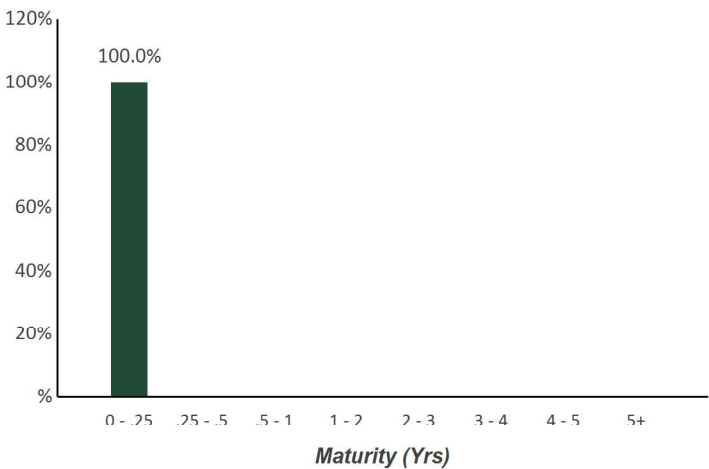
TOP ISSUERS

Local Agency Investment Fund	100.0%
Total	100.0%

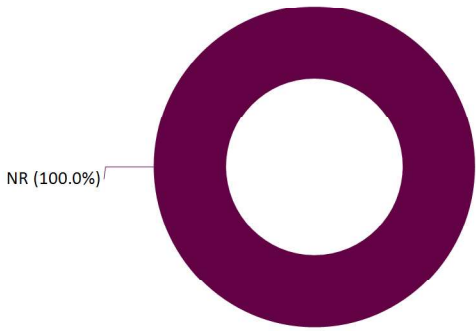
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	Annualized								
	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	12/31/2005
City of Buena Park Liquid	0.39%	1.03%	0.39%	3.59%	2.46%	1.73%	1.75%	1.40%	1.69%
ICE BofA 3-Month US Treasury Bill Index	0.43%	1.35%	0.43%	5.14%	3.44%	2.29%	1.93%	1.29%	1.40%

Holdings Report

As of January 31, 2024



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	26,247,124.27	Various 4.03%	26,247,124.27 26,247,124.27	1.00 4.03%	26,247,124.27 75,092.46	100.00% 0.00	NR / NR NR	0.00 0.00
Total LAIF		26,247,124.27	4.03%	26,247,124.27	4.03%	26,247,124.27 75,092.46	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL PORTFOLIO		26,247,124.27	4.03%	26,247,124.27	4.03%	26,247,124.27 75,092.46	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL MARKET VALUE PLUS ACCRUED						26,322,216.73			



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	01/15/2024	90LAIF\$00	186,489.44	Local Agency Investment Fund State Pool	1.000	3.95%	186,489.44	0.00	186,489.44	0.00
Subtotal			186,489.44				186,489.44	0.00	186,489.44	0.00
Security Contribution	01/08/2024	90LAIF\$00	6,000,000.00	Local Agency Investment Fund State Pool	1.000		6,000,000.00	0.00	6,000,000.00	0.00
Security Contribution	01/25/2024	90LAIF\$00	3,500,000.00	Local Agency Investment Fund State Pool	1.000		3,500,000.00	0.00	3,500,000.00	0.00
Subtotal			9,500,000.00				9,500,000.00	0.00	9,500,000.00	0.00
TOTAL ACQUISITIONS			9,686,489.44				9,686,489.44	0.00	9,686,489.44	0.00
OTHER TRANSACTIONS										
Dividend	01/15/2024	90LAIF\$00	1,705,454,988.18	Local Agency Investment Fund State Pool	0.000		186,489.44	0.00	186,489.44	0.00
Subtotal			1,705,454,988.18				186,489.44	0.00	186,489.44	0.00
TOTAL OTHER TRANSACTIONS			1,705,454,988.18				186,489.44	0.00	186,489.44	0.00

Income Earned

As of January 31, 2024



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
LOCAL AGENCY INVESTMENT FUND						
90LAIF\$00	Local Agency Investment Fund	Various	16,560,634.83	177,733.37	0.00	83,982.62
	State Pool	Various	9,686,489.44	186,489.44	0.00	
		26,247,124.27	0.00	75,226.55	0.00	
			26,247,124.27	83,982.62	83,982.62	
			16,560,634.83	177,733.37	0.00	
			9,686,489.44	186,489.44	0.00	
			0.00	75,226.55	0.00	
Total Local Agency Investment Fund		26,247,124.27	26,247,124.27	83,982.62	83,982.62	83,982.62
			16,560,634.83	177,733.37	0.00	
			9,686,489.44	186,489.44	0.00	
			0.00	75,226.55	0.00	
TOTAL PORTFOLIO		26,247,124.27	26,247,124.27	83,982.62	83,982.62	83,982.62

Cash Flow Report

As of January 31, 2024



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/15/2024	Dividend	90LAIF\$00	675,363,510.77	Local Agency Investment Fund State Pool	0.00	74,028.48	74,028.48
APR 2024					0.00	74,028.48	74,028.48
TOTAL					0.00	74,028.48	74,028.48



PORTFOLIO CHARACTERISTICS

Average Modified Duration	0.00
Average Coupon	5.22%
Average Purchase YTM	5.22%
Average Market YTM	5.22%
Average S&P/Moody Rating	AAA/Aaa
Average Final Maturity	0.00 yrs
Average Life	0.00 yrs

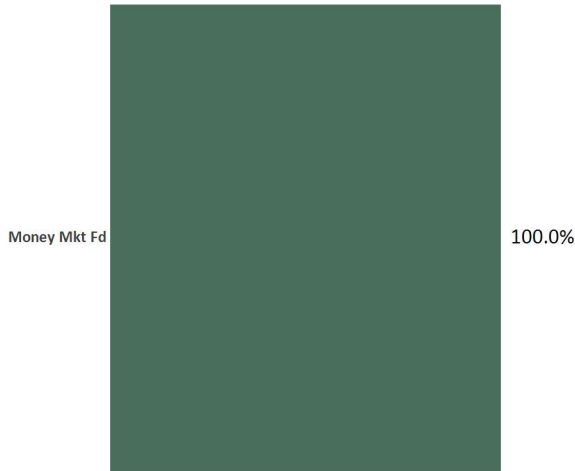
ACCOUNT SUMMARY

	Beg. Values as of 12/31/23	End Values as of 1/31/24
Market Value	1,263,915	1,269,515
Accrued Interest	0	0
Total Market Value	1,263,915	1,269,515
Income Earned	5,399	5,600
Cont/WD		0
Par	1,263,915	1,269,515
Book Value	1,263,915	1,269,515
Cost Value	1,263,915	1,269,515

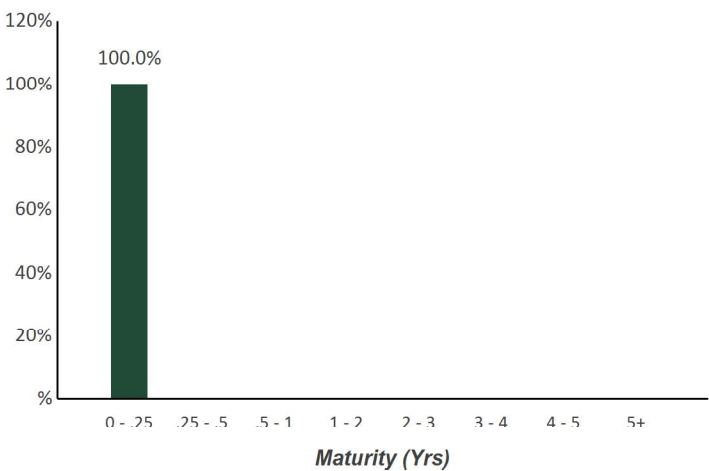
TOP ISSUERS

Federated GOVT Obligation MMF	100.0%
Total	100.0%

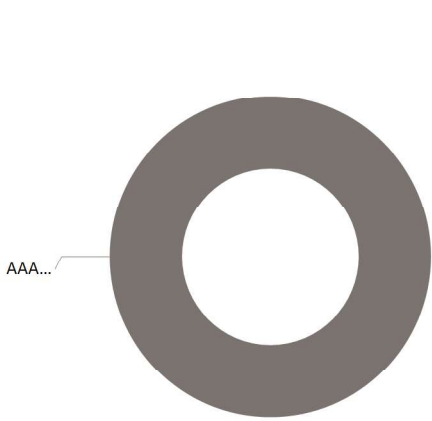
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	7/31/2008
City of Buena Park RDA Series B Bond	0.45%	1.32%	0.45%	5.03%	3.26%	2.17%	1.79%	1.17%	1.28%

Statement of Compliance

As of January 31, 2024



Buena Park 2008 Taxable Tax Allocation Bonds, Series B

Assets managed by Chandler Asset Management are in full compliance with state law and with the investment policy.

Category	Standard	Comment
U.S. Treasury Securities	No limitations	<i>Complies</i>
U.S. Gov't. Agency Issues	No limitations	<i>Complies</i>
Banker's Acceptances	No maximum; A-1	<i>Complies</i>
Negotiable CDs	No limitations; A-1	<i>Complies</i>
State Municipal Obligations	No maximum; A3/A	<i>Complies</i>
Commercial Paper	No maximum; A-1+/P-1	<i>Complies</i>
Repurchase Agreements	Currently not used by adviser	<i>Complies</i>
LAIF	Currently not used by adviser	<i>Complies</i>
Money Market Mutual Funds	Aam/Aam-G rated	<i>Complies</i>
Reverse Repurchase Agreements	Prohibited	<i>Complies</i>
Financial Futures & Options	Prohibited	<i>Complies</i>
Maximum Maturity	5 years	<i>Complies</i>

Reconciliation Summary

As of January 31, 2024



BOOK VALUE RECONCILIATION		
BEGINNING BOOK VALUE		\$1,263,915.42
<u>Acquisition</u>		
+ Security Purchases	\$0.00	
+ Money Market Fund Purchases	\$5,599.75	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
Total Acquisitions		\$5,599.75
<u>Dispositions</u>		
- Security Sales	\$0.00	
- Money Market Fund Sales	\$0.00	
- MMF Withdrawals	\$0.00	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$0.00	
Total Dispositions		\$0.00
<u>Amortization/Accretion</u>		
+/- Net Accretion	\$0.00	
		\$0.00
<u>Gain/Loss on Dispositions</u>		
+/- Realized Gain/Loss	\$0.00	
		\$0.00
ENDING BOOK VALUE		\$1,269,515.17

CASH TRANSACTION SUMMARY		
BEGINNING BALANCE		\$1,263,915.42
<u>Acquisition</u>		
Contributions	\$0.00	
Security Sale Proceeds	\$0.00	
Accrued Interest Received	\$0.00	
Interest Received	\$0.00	
Dividend Received	\$5,599.75	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$0.00	
Total Acquisitions	\$5,599.75	
<u>Dispositions</u>		
Withdrawals	\$0.00	
Security Purchase	\$0.00	
Accrued Interest Paid	\$0.00	
Total Dispositions	\$0.00	
ENDING BOOK VALUE		\$1,269,515.17

Holdings Report

As of January 31, 2024



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
MONEY MARKET FUND									
60934N104	Federated Investors Government Obligations Fund	1,269,515.17	Various 5.22%	1,269,515.17 1,269,515.17	1.00 5.22%	1,269,515.17 0.00	100.00% 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund		1,269,515.17	5.22%	1,269,515.17	5.22%	1,269,515.17 0.00	100.00% 0.00	Aaa / AAA AAA	0.00 0.00
TOTAL PORTFOLIO		1,269,515.17	5.22%	1,269,515.17	5.22%	1,269,515.17 0.00	100.00% 0.00	Aaa / AAA AAA	0.00 0.00
TOTAL MARKET VALUE PLUS ACCRUED						1,269,515.17			



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	01/02/2024	60934N104	5,599.75	Federated Investors Government Obligations Fund	1.000	5.22%	5,599.75	0.00	5,599.75	0.00
Subtotal			5,599.75				5,599.75	0.00	5,599.75	0.00
TOTAL ACQUISITIONS			5,599.75				5,599.75	0.00	5,599.75	0.00
OTHER TRANSACTIONS										
Dividend	01/02/2024	60934N104	1,263,915.42	Federated Investors Government Obligations Fund	0.000		5,599.75	0.00	5,599.75	0.00
Subtotal			1,263,915.42				5,599.75	0.00	5,599.75	0.00
TOTAL OTHER TRANSACTIONS			1,263,915.42				5,599.75	0.00	5,599.75	0.00

Income Earned

As of January 31, 2024



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
CASH & EQUIVALENT						
60934N104	Federated Investors	Various	1,263,915.42	0.00	0.00	5,599.75
	Government Obligations Fund	Various	5,599.75	5,599.75	0.00	
		1,269,515.17	0.00	0.00	0.00	
			1,269,515.17	5,599.75	5,599.75	
			1,263,915.42	0.00	0.00	
			5,599.75	5,599.75	0.00	
			0.00	0.00	0.00	
Total Cash & Equivalent		1,269,515.17	1,269,515.17	5,599.75	5,599.75	5,599.75
			1,263,915.42	0.00	0.00	
			5,599.75	5,599.75	0.00	
			0.00	0.00	0.00	
TOTAL PORTFOLIO		1,269,515.17	1,269,515.17	5,599.75	5,599.75	5,599.75

Cash Flow - no data for this time period

BUDGET AMENDMENT AND PROFESSIONAL SERVICE AGREEMENTS WITH KOREAN COMMUNITY SERVICES (KCS) AND FENTANYLSOLUTION.ORG TO PROVIDE OPIOID TREATMENT AND INTERVENTION SERVICES USING NATIONWIDE OPIOID SETTLEMENT FUNDS

Meeting	Agenda Group
Tuesday, February 27, 2024, 5:00 PM	CONSENT CALENDAR Item: 4D
Presented By	Prepared By
Brad Geyer, Police Captain	Brad Geyer, Police Captain
Approved By	
Aaron France, City Manager	

RECOMMENDED ACTION

1) Approve Professional Service Agreements with Korean Community Services (KCS) and FentanylSolution.org effective February 27, 2024, through February 27, 2026; 2) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the agreement; 3) Authorize the City Manager and City Clerk to execute the agreement; and, 4) Allocate funds in the amount of \$211,090 from the opioid settlement funds for this purpose.

PREVIOUS CITY COUNCIL ACTION

At the October 10, 2023, study session, the City Council directed staff to move forward with formal agreements with KCS and FentanylSolutions.org for opioid treatment and prevention activities, respectively.

DISCUSSION

The City of Buena Park has received, and will continue to receive, federal funding as a result of several opioid settlements and bankruptcies. Monies are provided to states, cities, and counties through different fund accounts pursuant to the relevant National Opioid Settlement Agreements and National Mallinckrodt Bankruptcy Plan. California has named the Department of Health Care Services (DHCS) as the oversight and monitoring entity for funds received through these agreements. Monies accumulated from settlement funds have restricted use and must be directed to address the ongoing opioid epidemic.

At the October 10, 2023, study session, staff presented options for the use of these funds based on the allocation restrictions contained in each settlement agreement. At the conclusion of the meeting, the City Council directed staff to move forward with formal agreements with Korean Community Services (KCS) and FentanylSolution.org for opioid treatment and prevention activities, respectively.

The proposed agreement with KCS, a local non-profit agency, is for the provision of medication assisted treatment (MAT) services for individuals suffering with opioid addiction, overdoses, or recovery that reside within the City of Buena Park, the

Buena Park Navigation Center, and immediately surrounding community areas. MAT services shall include the use of medications in combination with counseling and behavioral therapies that have been shown to be effective in the treatment of opioid use disorders sustained recovery. The agreement is for a period of two years with an annual cost of \$58,636 per year or \$117,272 for the two-year term.

The other proposed agreement is with FentanylSolutions.org, who will distribute naloxone and fentanyl test strips to individuals that reside within the City of Buena Park and immediately surrounding community areas. This agreement is also for a period of two years with an annual cost of \$46,909 per year or \$93,818 over the two-year term.

Staff recommends approving the agreements with both agencies and allocating the required funds.

The City Attorney drafted and reviewed the agreements.

BUDGET IMPACT

The City has received, and will continue to receive, opioid settlement and bankruptcy funds. Staff recommends allocating a total of \$211,090 for the full term of both agreements.

Attachments

Professional Services Agreement with Korean Community Services.pdf

Professional Services Agreement with FentanylSolution.org.pdf

**CITY OF BUENA PARK
PROFESSIONAL SERVICES AGREEMENT NO. 24 – __**

DATE: February 27, 2024

SERVICES: Medicated Assisted Treatment for Opioid Addiction & Recovery

PROJECT: Opioid Treatment and Intervention Services
(Nationwide Settlement Funds)

PARTIES TO THE AGREEMENT:

“CITY”: City of Buena Park, a California Municipal Corporation

City Representative: Name: Aaron France
Title: City Manager
Tel.: (714) 562-3555
Email: afrance@buenapark.com

“CONSULTANT”: Korean Community Services, a non-profit corporation

Consultant Representative: Name: Ellen Ahn
Title: Executive Director
Tel.: (714) 527-6561
Email: ahn.ellen@kcsinc.org

SUMMARY OF TERMS:

Start Date: February 27, 2024

End Date: February 27, 2026

Contract Value: \$ 58,636 per year or \$117,272 total

APPROVED BY: ☐ City Manager ☐ Department Head ☐ City Attorney
Contract Value ≤ \$80,000 *Contract Value ≤ \$10,000* *Contract Value ≥ \$30,000*

☒ City Council
Contract Value > \$80,000
(add “Levine Act Exhibit”)

INSURANCE ACCEPTED: ☐ Risk Management

NOTE: AGREEMENT MUST BE FIRST EXECUTED BY CONSULTANT BEFORE IT MAY BE EXECUTED ON BEHALF OF CITY.

**CITY OF BUENA PARK
PROFESSIONAL SERVICES AGREEMENT NO. 23 – __**

This Professional Services Agreement ("*Agreement*") is dated as of February 27, 2024, between the City of Buena Park, a California charter city ("*CITY*"), and KOREAN COMMUNITY SERVICES, a non-profit corporation ("*CONSULTANT*"). CITY and CONSULTANT are at times referred to herein jointly as "Parties" and individually as a "Party."

1. TERM. The term of this Agreement shall commence on February 27, 2024, and shall remain in full force and effect until February 27, 2026; unless extended upon the mutual written agreement of the Parties or earlier terminated pursuant to Section 16.2 of this Agreement ("*Term*").

2. SERVICES. Subject to the terms and conditions in this Agreement, CONSULTANT shall provide to CITY those services that are specifically described in Exhibit "A" (the "*Services*"). CITY may request changes or expansion of the Services (each a "*Modification*") and in such cases the Modification to the Services, and any resulting increase or decrease in the Compensation to be paid CONSULTANT and/or any changes to the Schedule of Performance (defined below), shall be documented in a written amendment to this Agreement. Increases or decreases in Compensation resulting from any Modification to the Services shall be based on the rate specified in the Compensation Schedule (defined below), or if not specified in the Compensation Schedule at then-applicable prevailing market rate charged by CONSULTANT to other customers for the same service.

3. SCHEDULE OF PERFORMANCE. CONSULTANT shall commence providing the Services upon receipt of a written "Notice to Proceed" from the City Representative and CONSULTANT shall proceed only to the extent of such authorization. CONSULTANT shall perform all Services in the time required by the schedule of performance described in Exhibit "A" ("*Schedule of Performance*"), or if not specified in the Schedule of Performance in a timely and diligent manner reasonably acceptable to CITY.

4. COMPENSATION. The total compensation paid to CONSULTANT for complete performance of the Services, including any authorized reimbursable expenses, shall NOT EXCEED the total maximum sum of \$ 58,636 per calendar year or a total of \$117,272 for the entire Term ("*Compensation*"). CONSULTANT shall be paid for performing the Services at the hourly rate, daily rate, flat fee, lump sum, or other basis specified in Exhibit "A" to this Agreement ("*Compensation Schedule*"). The Compensation specified in this section shall be the sole and exclusive consideration paid to CONSULTANT for full and complete performance of the Services and may only be increased by formal amendment to this Agreement.

5. PAYMENT.

5.1 Invoices. Each calendar month after CITY's issuance of the Notice to Proceed, CONSULTANT shall submit an invoice to CITY for the Services performed and any authorized reimbursable expenses incurred in the immediately preceding calendar month. (*Ex: invoices for Services rendered in January should be submitted in February*). The invoices shall describe in detail the Services rendered during each invoice period such as the days worked, personnel involved, number of hours worked, rates charged, milestones achieved, work product generated, or reimbursable expenses incurred, as applicable. CONSULTANT shall remit the invoices to the address and in the manner specified by CITY.

5.2 Payment. CITY shall review all invoices and notify CONSULTANT in writing of any disputed charges or amounts. CITY shall pay all undisputed portions of the invoice within thirty (30) calendar days after receipt. CITY shall not withhold federal or state payroll or other taxes, or make deductions, from payments made to CONSULTANT.

6. STANDARD OF SKILL. CONSULTANT shall perform all Services in the manner and according to the standards currently observed by a competent practitioner of CONSULTANT's profession in California, and shall at all times, meet or exceed any applicable professional standards of care, workmanship, or conduct. All products of whatsoever nature that CONSULTANT delivers to CITY pursuant to this Agreement shall be prepared in a professional manner and conform to the standards of quality normally observed by a person currently practicing in CONSULTANT's profession. The acceptance of the Services by CITY shall not operate as a release of CONSULTANT from such standards of care, workmanship, or conduct.

7. INDEPENDENT CONTRACTOR. CONSULTANT is and shall at all times remain as to CITY a wholly independent contractor. Neither CITY nor any of its agents shall have control over the conduct of CONSULTANT or any of CONSULTANT's employees or agents, except as herein set forth. CONSULTANT shall not at any time or in any manner represent that it or any of its agents or employees are in any manner agents or employees of CITY. CONSULTANT shall have no power to incur any debt, obligation, or liability on behalf of CITY or otherwise act on behalf of CITY as an agent.

7.1 CONSULTANT shall not have the status of an employee of CITY under this Agreement, or be entitled to participate in any insurance, medical care, vacation, sick leave or other benefits provided for CITY's officers or employees.

7.2 In the event that CONSULTANT, or any of its employees, agents, or subcontractors providing Services under this Agreement, claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System ("*PERS*") to be eligible for enrollment in PERS as an employee of CITY, CONSULTANT shall indemnify, defend, and hold CITY harmless for the payment of any employee and/or employer contributions for PERS benefits on behalf of CONSULTANT or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of CITY.

7.3 CONSULTANT represents that it has, or will secure at its own expense, all personnel required to perform the Services under this Agreement. All of the Services shall be performed by CONSULTANT or under its direct supervision, and all personnel engaged in the work shall be qualified to perform it. CONSULTANT reserves the right to determine the assignment of its own employees to the performance of the Services under this Agreement, but CITY reserves the right, for good cause, to require CONSULTANT to exclude any employee from performing Services on CITY's premises.

8. ADMINISTRATION.

8.1 City's Representative. The City Representative identified on the cover page of this Agreement shall have authority to administer this Agreement and oversee CONSULTANT's performance of the Services, provided that an individual's authority to amend this Agreement shall be governed by applicable provisions of the Buena Park Municipal Code. All activities performed

by CONSULTANT shall be coordinated through the City Representative. CITY may change the identity of the City Representative upon written notice to CONSULTANT.

8.2 Consultant's Representative. Consultant's Representative identified on the cover page of this Agreement has the authority to administer this Agreement on behalf of CONSULTANT and to act, bind, and approve all matters relating to this Agreement on behalf of CONSULTANT. Consultant's Representative shall not be replaced without the advance consent of CITY, which consent shall not be unreasonably withheld.

9. SAFETY REQUIREMENTS. All work performed under this Agreement shall be performed in such a manner as to provide safety to the public and to meet or exceed the safety standards outlined by CAL OSHA. CITY may issue restraint or cease and desist orders to CONSULTANT when unsafe or harmful acts are observed or reported relative to the performance of the Services. CONSULTANT shall maintain the work sites free of hazards to persons and property resulting from its operations. CONSULTANT shall immediately report to CITY any hazardous condition noted by CONSULTANT.

10. INDEMNIFICATION AND HOLD HARMLESS.

10.1 Purpose of Section. CONSULTANT agrees that CITY, and its elected officials, officers, employees, and agents (cumulatively "*City Indemnitees*") shall, to the fullest extent permitted by California law, be fully protected from any loss, injury, damage, claim, liability, taxes, fees, lawsuit, cost, expense, attorneys' fees, litigation costs, defense costs, court costs or any other cost or damages of any kind arising out of or in any way related to CONSULTANT's provision of the Services or performance of this Agreement. This Section is intended by the Parties to provide the fullest protection possible under California law to CITY and the City Indemnitees. CONSULTANT acknowledges that CITY would not have entered into this Agreement without the covenants and commitments of CONSULTANT in this Section 10.

10.2 Indemnification for Design Services (if applicable). Consistent with California Civil Code Section 2782.8, if and to the extent the Services are design professional services to be performed by a design professional, as that term is defined under said Section 2782.8, CONSULTANT shall, to the fullest extent permitted by law, indemnify, protect, defend, and hold the City Indemnitees harmless for all claims, demands, costs, or liability that arise out of, pertain, or relate to the negligence, recklessness, or willful misconduct of CONSULTANT, its officers, employees, or agents in said performance of the Services, excepting only liability arising from the sole negligence, active negligence, or intentional misconduct of CITY.

10.3 Indemnification for Services. Other than in the performance of design professional services by a design professional, as covered by Section 10.2 above, to the fullest extent permitted by law CONSULTANT shall, at its sole cost and expense, protect, defend, hold harmless and indemnify the City Indemnitees from and against any and all damages, costs, taxes, fees, expenses, liabilities, claims, demands, causes of action, proceedings, judgments, penalties, liens and/or losses of any nature whatsoever, including fees of accountants, attorneys and other professionals, and all costs associated therewith, and the payment of all consequential damages (collectively "Claims"), in law or equity, whether actual, alleged or threatened, which arise out of, pertain to, or relate to the acts or omissions, or willful misconduct, of CONSULTANT, or its officers, agents, servants, employees, subcontractors, materialmen, suppliers, or contractors, or their officers, agents, servants or employees (or any entity or individual that CONSULTANT shall bear the legal liability thereof) in the performance of this Agreement, including CONSULTANT's active

or passive negligence, except for Claims arising from the sole negligence or willful misconduct of CITY, as determined by final arbitration or court decision or by the agreement of the Parties. CONSULTANT shall defend the City Indemnitees in any action or actions filed in connection with any Claims with counsel of CITY's choice, and shall pay all costs and expenses, including all attorneys' fees and experts' costs actually incurred in connection with such defense. CONSULTANT shall reimburse the Indemnitees for any and all legal expenses and costs incurred by City Indemnitees in connection therewith.

10.4 Taxes, Assessments, Workers Compensation. CONSULTANT shall pay all required taxes on amounts paid to CONSULTANT under this Agreement, and indemnify and hold CITY harmless from any and all taxes, assessments, penalties and interest asserted against CITY by reason of the independent contractor relationship created by this Agreement. CONSULTANT shall fully comply with applicable workers' compensation laws regarding CONSULTANT and its CONSULTANT shall indemnify and hold CITY harmless from any failure of CONSULTANT to comply with applicable workers' compensation laws.

10.5 Obligations Not Limited by Insurance. The obligations and covenants of CONSULTANT in this Section 10 are independent and separate from any requirement or covenant to carry insurance. The obligations of CONSULTANT under this Section 10 shall not be limited by the limits of any policies of insurance by this Agreement or otherwise maintained by CONSULTANT, nor shall CONSULTANT's obligations be limited by the provisions of any workers' compensation act or similar act. CONSULTANT expressly waives any statutory immunity under such statutes or laws as to the CITY or City Indemnitees.

10.6 Survival; Enforcement. CONSULTANT's obligations and covenants under this Section shall survive the expiration or termination of this Agreement and shall continue in full force and effect for a time at least equal to the statute of limitations that is applicable to the underlying Claim, demand, cost or liability. CITY may offset against the amount of any compensation due CONSULTANT any amount due to CITY from CONSULTANT as a result of CONSULTANT's failure to promptly pay CITY any obligation for reimbursement or indemnification arising under this Section 10.

11. INSURANCE. At all times during the term of this Agreement CONSULTANT shall maintain insurance coverage in the forms, types, and amounts that are set forth in this Section 11, and upon CITY's request CONSULTANT shall provide evidence of such coverage to the satisfaction of CITY's Director of Risk Management, which may include a visual inspection of all policies, copies of declarations page, endorsements signed by an authorized representative of the underwriting company, or certificates of insurance.

11.1 Minimum Scope of Insurance. CONSULTANT shall maintain policies with coverage at least as broad as:

.1 Commercial General Liability insurance using the most current version of Insurance Services Office (ISO) Commercial General Liability Coverage Form CG 00 01, which shall include insurance for "bodily injury," "property damage" and "personal and advertising injury" with coverage for premises and operations, products and completed operations, and contractual liability.

.2 The most current version of Insurance Service Office (ISO) Business Auto Coverage Form CA 00 01, which shall include coverage for all owned, hired, and non-owned automobiles or other licensed vehicles (Code 1-Any Auto).

.3 Workers' Compensation insurance as required by the California Labor Code and Employer's Liability Insurance.

.4 Professional Liability (Errors and Omissions) insurance appropriate to CONSULTANT's profession. If such insurance policy is written on a claims-made form, the retroactive date must be shown and must be before the effective date of the Agreement or the commencement of Services by Consultant.

11.2 Minimum Limits of Insurance. CONSULTANT shall maintain insurance coverage limits not less than:

.1 Commercial General Liability: \$2,000,000 per occurrence for bodily injury, personal injury, and property damage. If a general aggregate limit is used, either the general aggregate limit shall apply separately to the Services / location or the general aggregate limit shall be \$4,000,000 and contain specific language creating a duty to defend against any suit seeking damages.

.2 Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.

.3 Employer's Liability: \$1,000,000 per accident for bodily injury or disease.

.4 Professional liability: \$2,000,000 per claim, with an extended reporting period of not less than two years.

11.3 Umbrella or Excess Insurance. In the event CONSULTANT purchases an umbrella or excess insurance policy(ies) to meet the "Minimum Limits of Insurance," this insurance policy(ies) shall "follow form" and afford no less coverage than the primary insurance policy(ies) required by this Section 11.

11.4 Deductibles and Self-insured Retentions: CONSULTANT shall be responsible for payment of any deductibles contained in any insurance policy(ies) required hereunder and CONSULTANT shall also be responsible for payment of any self-insured retentions. Any deductibles or self-insured retentions must be declared to, and approved by, the City Manager or his/her designee. At the option of the City Manager or his/her designee, either (i) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects CITY and City Indemnitees; or (ii) CONSULTANT shall provide a financial guarantee, satisfactory to the City Manager or his/her designee, guaranteeing payment of losses and related investigations, claim administration and defense expenses. At no time shall CITY be responsible for the payment of any deductibles or self-insured retentions.

11.5 Required Endorsements. Each insurance policy shall be endorsed as follows:

.1 Except with respect to Employer's Liability or Professional Liability/E&O policies required by this Section 11, CITY and City Indemnitees shall be named as additional insureds (collectively "*Additional Insureds*"). Additional Insured endorsements shall not: (a) be

limited to "Ongoing Operations"; (b) exclude "Contractual Operations"; (c) restrict coverage to the "Sole" liability of CONSULTANT; or (d) contain any other exclusion contrary to this Agreement.

.2 For any claims related to this Agreement or the Services performed under this Agreement, CONSULTANT's insurance coverage shall be primary to any other similar insurance carried by Additional Insureds. Any insurance or self-insurance maintained by Additional Insureds shall be in excess of CONSULTANT's insurance and shall not be called upon to contribute with it.

.3 All insurance coverage shall contain a provision that prohibits cancellation, modification or lapse without thirty (30) calendar days' prior written notice from insurer to CITY. The notice shall be provided via certified mail, return receipt requested. CONSULTANT shall require its insurer to modify the applicable policy and all certificates of insurance to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.

.4 Each policy shall be endorsed to state that the insurer waives the right of subrogation against CITY and City Indemnitees.

11.6 Duration of Insurance. The requirements of this Section 11 shall survive expiration or termination of the Agreement. Insurance must be maintained and evidence of insurance must be provided for at least 3 years after any expiration or termination of the Agreement or, in the alternative, the policy shall be endorsed to provide not less than a 3-year discovery period.

11.7 Acceptability of Insurers. All insurance coverage required by this Agreement shall be written by insurers admitted to conduct business in the State of California by the Department of Insurance and rated "A:VIII" in the most recent A.M. Best's Insurance Rating Guide.

11.8 Verification of Coverage. CONSULTANT shall furnish CITY with evidence of the insurance required by this Agreement to the satisfaction of CITY. Such evidence shall consist of original certificates of insurance and amendatory endorsements, including an additional insured endorsement. The endorsements shall be on forms provided by CITY or on such other forms approved by CITY and conforming to CITY's requirements. CONSULTANT shall file all certificates of insurance and fully executed endorsements with CITY before commencing performance of the Services. Where and at the times applicable, CONSULTANT shall also provide proof that the policies of insurance required under this Agreement and expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. CONSULTANT shall furnish such proof to CITY prior to the expiration of the original policies. CITY may require complete, certified copies of all required insurance policies, including endorsements effecting the coverage required by these specifications at any time. CONSULTANT shall provide complete copies of policies to CITY upon request.

11.9 Other Insurance Provisions.

.1 All insurance coverage and limits provided pursuant to this Agreement shall apply to the full extent of the policies involved, available or applicable. Nothing contained in this Agreement or any other agreement relating to CITY or its operations limits the application of the insurance coverage.

.2 Requirements of specific coverage features or limits contained in this Section 11 are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only and is not intended by any Party to be all inclusive, or to the exclusion of other coverage, or a waiver of any type.

.3 All insurance coverage shall cover CONSULTANT's operations pursuant to the terms of this Agreement.

.4 Any actual or alleged failure on the part of CITY or any other additional insured under these requirements to obtain proof of insurance required under this Agreement in no way waives any right or remedy of CITY or any additional insured, in this or any other regard.

.5 In the event any policy of insurance required under this Agreement does not comply with these requirements or is canceled and not replaced, CITY has the right, but not the duty, to obtain the insurance it deems necessary and CONSULTANT shall promptly reimburse to CITY any premium paid by CITY.

.6 CONSULTANT shall provide immediate notice to CITY of any claim or loss against CONSULTANT that includes CITY or any of the Additional Insureds as a defendant. CITY assumes no obligation or liability from the notice. CITY shall have the right, but not the duty, to monitor the handling of the claim or claims if they are likely to involve CITY.

11.10 Subcontractors. CONSULTANT shall include all subcontractors, or any other party involved in the performance of the Services, as insureds under its policies or shall require subcontractors or any other party involved in the Services by CONSULTANT to carry the same insurance as required in this Section 11. CONSULTANT shall obtain certificates evidencing the coverage and make reasonable efforts to ensure that the coverage is provided as required in this Section. CONSULTANT shall require that no contract used by any subcontractor, or contract CONSULTANT enters into on behalf of CITY, shall reserve the right to charge back to CITY the cost of insurance required by this Agreement. CONSULTANT shall, upon request, submit to CITY for review, all agreements with subcontractors or others with whom CONSULTANT contracts with on behalf of CITY, and all certificates of insurance obtained in compliance with Section 11.8. CITY's failure to request copies of the documents shall not impose any liability on CITY, or its employees, or be deemed a waiver of any of CITY's rights.

12. WORK PRODUCT.

12.1 Deliverables. CONSULTANT shall, in such time and in such form as CITY may require, furnish reports concerning the status of Services required under this Agreement. CONSULTANT shall, upon request by CITY and upon completion or termination of this Agreement, deliver or return to CITY all material furnished to CONSULTANT by CITY.

12.2 Ownership.

.1 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 or other media whatsoever, created or developed by CONSULTANT 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. CONSULTANT shall not obtain or attempt to obtain copyright protection as to any of the Work Product.

.2 CONSULTANT 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 .1 above.

.3 CONSULTANT 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, 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. CONSULTANT shall defend, indemnify and hold CITY and the City Indemnitees harmless from any loss, claim or liability in any way related to a claim that CITY's use of any of the Work Product is violating 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 or interests in products, ideas or inventions. CONSULTANT shall bear all costs arising from the use of patented, copyrighted, trade secret or trademarked documents, materials, equipment, devices or processes in connection with its provision of the Work Product produced under this Agreement. In the event any 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, CONSULTANT, 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. CONSULTANT's covenants under this Section 12.2 shall survive the expiration or termination of this Agreement.

13. CONFIDENTIALITY. During performance of this Agreement, CONSULTANT may gain access to and use CITY information regarding inventions, machinery, products, prices, apparatus, costs, discounts, future plans, business affairs, governmental affairs, processes, trade secrets, technical matters, systems, facilities, customer lists, product design, copyright, data, and other vital information (hereafter collectively referred to as "*City Information*") that are valuable, special and unique assets of CITY. CONSULTANT agrees to protect all City Information and treat it as strictly confidential, and further agrees that CONSULTANT shall not at any time, either directly or indirectly, divulge, disclose or communicate in any manner any City Information to any third party without the prior written consent of CITY. In addition, CONSULTANT shall comply with all CITY policies governing the use of CITY network and technology systems. A violation by CONSULTANT of this section shall be a material violation of this Agreement and shall justify legal and/or equitable relief.

14. RECORDS. CONSULTANT shall maintain complete and accurate records with respect to sales, costs, expenses, receipts and other such information relating to the Services, as required by CITY or the City Representative. CONSULTANT shall maintain adequate records on services provided in sufficient detail to permit an evaluation of the Services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. At all times during regular business hours, CONSULTANT shall provide access to such books and records to the City Representative, or his or her designees, and shall give the City Representative, or his or her designees, the right to examine and audit

such books and records and to make transcripts as necessary, and shall allow inspection of all work, data, documents, proceedings and activities related to this Agreement.

15. ASSIGNMENT AND SUBCONTRACTING. This Agreement is personal to CONSULTANT and CITY has entered this Agreement in reliance on CONSULTANT's skill, competence and experience. CONSULTANT shall not assign any of its rights or delegate any of its duties under this Agreement, either in whole or in part, without CITY's prior written consent, by and through the City Representative. CITY's consent to an assignment of rights under this Agreement shall not release CONSULTANT from any of its obligations or alter any of its obligations to be performed under this Agreement. Any attempt at assignment or delegation by CONSULTANT in violation of this Section shall be void and of no effect and shall entitle CITY to immediately terminate this Agreement for cause. As used in this section, "assignment" and "delegation" means any sale, gift, pledge, hypothecation, encumbrance or other transfer of all or any portion of the rights, obligations or liabilities in or arising from this Agreement to any person or entity, whether by operation of law or otherwise, and regardless of the legal form of the transaction in which the attempted transfer occurs. CONSULTANT shall not subcontract any performance required under this Agreement without CITY's prior written consent.

16. SUSPENSION AND TERMINATION.

16.1 Right to Suspend. CITY shall have the right at any time to temporarily suspend CONSULTANT's performance hereunder, in whole or in part, by giving a written notice of suspension to CONSULTANT. If CITY gives such notice of suspension, CONSULTANT shall immediately suspend its activities under this Agreement as specified in such notice.

16.2 Termination. CITY shall have the right to terminate this Agreement at any time by giving a written notice of termination to CONSULTANT. If CITY gives such notice of termination, CONSULTANT shall immediately cease rendering Services pursuant to this Agreement. If CITY terminates this Agreement:

.1 CONSULTANT shall, not later than five days after such notice of termination, deliver to CITY copies of all Work Product or other information prepared pursuant to this Agreement.

.2 CITY shall pay CONSULTANT the reasonable value of Services rendered by CONSULTANT prior to termination; provided, however, CITY shall not in any manner be liable for lost profits that might have been made by CONSULTANT had the Agreement not been terminated or had CONSULTANT completed the Services required by this Agreement. In this regard, CONSULTANT shall furnish to CITY such financial information as in the judgment of CITY is necessary for CITY to determine the reasonable value of the Services rendered by CONSULTANT. The foregoing is cumulative and does not affect any right or remedy that CITY may have in law or equity.

17. Conflicts of Interest. CONSULTANT shall comply with all applicable federal, state and local conflict of interest laws, including the Political Reform Act (Cal. Gov. Code § 81000 *et seq.*), the Levine Act (Cal. Gov. Code § 84308), and California Government Code Section 1090. CONSULTANT covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, that would conflict in any manner with the interests of CITY or that would in any way hinder CONSULTANT's performance of Services under this Agreement. CONSULTANT further covenants that in the performance of this Agreement, no person having

any such interest shall be employed by it as an officer, employee, agent or subcontractor, without the written consent of CITY. CONSULTANT agrees to avoid conflicts of interest or the appearance of any conflicts of interest with the interests of CITY at all times during the performance of this Agreement.

18. NOTICES. Any notice, consent, request, demand, bill, invoice, report or other communication required or permitted under this Agreement shall be given in writing to the person at the addresses specified on first page of this Agreement and deemed effective: (a) on personal delivery, (b) on confirmed delivery by courier service during CONSULTANT's and CITY's regular business hours, or (c) three business days after deposit in the United States mail, by first class mail, postage prepaid. Either Party may change the specified person or address at which it is to receive notices by advising the other Party in writing.

19. MISCELLANEOUS TERMS.

19.1 Exhibits; Precedence. All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement by this reference. In the event of any inconsistency between the express provisions of this Agreement and any provision of an exhibit, the provisions of this Agreement shall prevail.

19.2 Time of the Essence. Time is of the essence in respect to all provisions of this Agreement that specify a time for performance.

19.3 Nuisance; Compliance with Laws. CONSULTANT shall not maintain, commit or permit the maintenance or commission of any nuisance in connection with performing the Services. In the performing the Services CONSULTANT shall abide by and conform with and to any and all applicable laws of the United States and the State of California, and the local laws, regulations, and policies of the City of Buena Park.

19.4 Permits and Licenses. CONSULTANT, at its sole expense, shall obtain and maintain during the term of this Agreement all appropriate permits, licenses, and certificates that may be required in connection with performing the Services.

19.5 Governing Law; Venue. The terms of this Agreement, and any dispute arising from the relationship between the Parties to this Agreement, shall be governed by and construed in accordance with the laws of the State of California, without regard for its conflicts of laws principles, except that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not be applied in interpreting this Agreement. The venue for resolving any dispute that arises under or relates to this Agreement (whether contract, tort or both) shall be a court with jurisdiction that is located in the County of Orange, California.

19.6 Cost of Litigation. If any legal action is necessary to enforce any provision of this Agreement or for damages by reason of an alleged breach of any provisions of this Agreement (whether in contract, tort, or both), the prevailing Party shall be entitled to receive from the losing Party all attorneys' fees, costs and expenses in such amount as the courts may determine to be reasonable.

19.7 Waiver. No delay or omission to exercise any right, power or remedy accruing to CITY under this Agreement shall impair any right, power or remedy of CITY, nor shall it be construed as a waiver of, or consent to, any breach or default. No waiver by CITY of any breach,

any failure of a condition, or any right or remedy under this Agreement shall be: (1) effective unless it is in writing and signed by the Party making the waiver; (2) deemed to be a waiver of, or consent to, any other breach, failure of a condition, or right or remedy; or (3) deemed to constitute a continuing waiver unless the writing expressly so states.

19.8 Efficient Performance. CONSULTANT shall commence, carry on and complete its assignments with all practicable dispatch, in a sound, economical, and efficient manner in accordance with all applicable laws and generally accepted industry and applicable professional standards.

19.9 No Third Party Beneficiaries. This Agreement is made solely for the benefit of the Parties to this Agreement and their respective successors and assigns, and no other person or entity may have or acquire a right by virtue of this Agreement.

19.10 When Rights and Remedies Not Waived. In no event shall the making by CITY of any payment to CONSULTANT constitute or be construed as a waiver by CITY of any breach of covenant, or any default that may then exist, on the part of CONSULTANT, and the making of any such payment by CITY while any such breach or default shall exist shall in no way impair or prejudice any right or remedy available to CITY with regard to such breach or default.

19.11 Severability. If any part, term or provision of this Agreement shall be held illegal, unenforceable or in conflict with any law of a federal, state, or local government having jurisdiction over this Agreement, the validity of the remaining portions or provisions shall not be affected by such holding.

19.12 Captions. The titles of the sections, subsections and paragraphs set forth in this Agreement are inserted for convenience and reference only and shall be disregarded in construing or interpreting any of the provisions of this Agreement and the rights or obligations of the Parties to this Agreement.

19.13 Word Usage. Unless the context clearly requires otherwise, (a) the word "shall" is mandatory and "may" is permissive; (b) "or" is not exclusive; and (c) "includes" or "including" are not limiting.

19.14 Integrated Agreement and Modification of Agreement. This Agreement, and all exhibits referred to in this Agreement, constitutes the final, complete and exclusive statement of the terms of the agreement between CITY and CONSULTANT with respect to the subject matter of this Agreement. This Agreement supersedes all prior or contemporaneous oral or written negotiations, representations or agreements of the Parties. No verbal agreement or implied covenant shall be held to vary the provisions of this Agreement. No Party has been induced to enter into this Agreement by, nor is any Party relying on, any representation or warranty except those expressly set forth in this Agreement. This Agreement may be modified only by a writing signed by both Parties.

19.15 Authority to Bind Parties. Each of the undersigned hereby represents that he or she has the authority to execute this Agreement on behalf of his or her contracting Party.

In recognition of the obligations stated in this Agreement, the Parties have executed this Agreement on the date indicated above by and through their duly authorized representatives.

CITY OF BUENA PARK
a California municipal corporation

CONSULTANT*
KOREAN COMMUNITY SERVICES

Signature

Name: Aaron France

Title: City Manager

Signature

Name: Ellen Ahn

Title: Executive Director

Signature

Name: _____

Title: _____

ATTEST:
(SEAL)

Adria Jimenez, MMC, City Clerk

* If **CONSULTANT** is a corporation, then pursuant to California Corporations Code Section 313 this Agreement must be executed by either: (1) the chairperson of the board; (2) the president; or (3) the vice president plus any one of the following: the secretary, any assistant secretary, the chief financial officer, or any assistant treasurer.

APPROVED AS TO FORM:

Christopher Cardinale, City Attorney

EXHIBIT A

1) SERVICES. CONSULTANT shall provide to CITY the following Services:

CONSULTANT shall provide medication assisted treatment (MAT) coordination services for individuals suffering with opioid addiction, overdoses, or recovery that reside within the City of Buena Park, the Buena Park Navigation Center, and immediately surrounding community areas. MAT services shall include the use of medications in combination with counseling and behavioral therapies that have been shown to be effective in the treatment of opioid use disorders sustained recovery. CONSULTANT shall, at the same time it submits an invoice for monthly payment, provide a detailed written report of the Services rendered during the immediately preceding month, with the written report containing the information required by CITY to satisfy the CITY's reporting requirements under the Nationwide Settlement Funds, such other information reasonably required by CITY, and in a form reasonably acceptable to CITY.

2) SCHEDULE OF PERFORMANCE. CONSULTANT shall perform all Services in compliance with the following Schedule of Performance:

CONSULTANT shall provide 40 hours of Services per week to qualifying clients at the Buena Park Navigation Center or other location designated in advance by CITY.

3) COMPENSATION SCHEDULE. CONSULTANT shall be paid for performing the Services at the follow rates and times:

CONSULTANT shall be paid at the rate of \$4,886.33 per calendar month during the Term.

EXHIBIT B

REQUIRED FOR ALL CONTRACTS AWARDED BY THE CITY COUNCIL (OTHER THAN COMPETITIVELY BID, LABOR, OR PERSONAL EMPLOYMENT CONTRACTS)

LEVINE ACT DISCLOSURE STATEMENT

California Government Code section 84308, commonly referred to as the "Levine Act," precludes an elected or appointed officer of a local government agency from making, participating in, or in any way attempting to influence the awarding of a contract by the agency if the officer receives any political contributions totaling more than \$250 in the 12 months preceding the contract award, during the proceeding leading to the contract award, and for 12 months following the final decision on the contract, when the contribution is from any person that has a financing interest in the contract. This prohibition applies to contributions made directly to the officer, received by the officer on behalf of any other officer, or received on behalf of any candidate for office or on behalf of any committee. The Levine Act also requires disclosure of any such contributions to be made by a party to be awarded a contract by the local agency. The Levine Act does not apply to contracts that are competitively bid, labor, or personal employment contracts.

LEVINE ACT DISCLOSURES:

1. Have you or your company, or any agent on behalf of you or your company, made any contributions of more than \$250 to any member of the Buena Park City Council in the 12 months preceding the date the City issued the request for proposals leading to the contract?

YES ____ NO ____

If yes, please identify the Councilmember(s) and amount of any such campaign contribution(s):

2. Do you or your company, or any agency on behalf of you or your company, anticipate or plan to make any contributions of more than \$250 to any member of the Buena Park City Council after the date of the issuance of the request for proposals, or in the 12 months after the City Council's decision on the contract?

YES ____ NO ____

If yes, please identify the Councilmember(s):

NOTE: Answering yes to either of the two (2) questions above does not preclude the City of Buena Park from awarding a contract to your firm. It does, however, preclude the identified officer(s) from making, participating in, or in any way attempting to influence the contract award process. Failing to provide full and accurate information on this form may be grounds for disqualification and other legal penalties.

DATE

NAME OF COMPANY

SIGNATURE OF AUTHORIZED OFFICIAL

NAME, TITLE

**CITY OF BUENA PARK
PROFESSIONAL SERVICES AGREEMENT NO. 24 – __**

DATE: February 27, 2024

SERVICES: Naloxone Distribution & Fentanyl Test Strips

PROJECT: Opioid Treatment and Intervention Services
(Nationwide Settlement Funds)

PARTIES TO THE AGREEMENT:

“CITY”: City of Buena Park, a California Municipal Corporation

City Representative: Name: Aaron France
Title: City Manager
Tel.: (714) 562-3555
Email: afrance@buenapark.com

“CONSULTANT”: FentanylSolution.org, a non-profit corporation

Consultant Representative: Name: Shane K.M. Wood
Title: Executive Director
Tel.: (888) 931-6244
Email: shane@fentanylsolution.org

SUMMARY OF TERMS:

Start Date: February 27, 2024

End Date: February 27, 2026

Contract Value: \$ 46,909.00 per year or \$93,818.00 total

APPROVED BY: ☐ City Manager ☐ Department Head ☐ City Attorney
Contract Value ≤ \$80,000 *Contract Value ≤ \$10,000* *Contract Value ≥ \$30,000*

☒ City Council
Contract Value > \$80,000
(add “Levine Act Exhibit”)

INSURANCE ACCEPTED: ☐ Risk Management

NOTE: AGREEMENT MUST BE FIRST EXECUTED BY CONSULTANT BEFORE IT MAY BE EXECUTED ON BEHALF OF CITY.

**CITY OF BUENA PARK
PROFESSIONAL SERVICES AGREEMENT NO. 23 – __**

This Professional Services Agreement ("*Agreement*") is dated as of February 27, 2024, between the City of Buena Park, a California charter city ("*CITY*"), and FENTANYLSOLUTION.ORG, a non-profit corporation ("*CONSULTANT*"). CITY and CONSULTANT are at times referred to herein jointly as "Parties" and individually as a "Party."

1. TERM. The term of this Agreement shall commence on February 27, 2024, and shall remain in full force and effect until February 27, 2026; unless extended upon the mutual written agreement of the Parties or earlier terminated pursuant to Section 16.2 of this Agreement ("*Term*").

2. SERVICES. Subject to the terms and conditions in this Agreement, CONSULTANT shall provide to CITY those services that are specifically described in Exhibit "A" (the "*Services*"). CITY may request changes or expansion of the Services (each a "*Modification*") and in such cases the Modification to the Services, and any resulting increase or decrease in the Compensation to be paid CONSULTANT and/or any changes to the Schedule of Performance (defined below), shall be documented in a written amendment to this Agreement. Increases or decreases in Compensation resulting from any Modification to the Services shall be based on the rate specified in the Compensation Schedule (defined below), or if not specified in the Compensation Schedule at then-applicable prevailing market rate charged by CONSULTANT to other customers for the same service.

3. SCHEDULE OF PERFORMANCE. CONSULTANT shall commence providing the Services upon receipt of a written "Notice to Proceed" from the City Representative and CONSULTANT shall proceed only to the extent of such authorization. CONSULTANT shall perform all Services in the time required by the schedule of performance described in Exhibit "A" ("*Schedule of Performance*"), or if not specified in the Schedule of Performance in a timely and diligent manner reasonably acceptable to CITY.

4. COMPENSATION. The total compensation paid to CONSULTANT for complete performance of the Services, including any authorized reimbursable expenses, shall NOT EXCEED the total maximum sum of \$ 46,909.00 per calendar year or a total of \$93,818.00 for the entire Term ("*Compensation*"). CONSULTANT shall be paid for performing the Services at the hourly rate, daily rate, flat fee, lump sum, or other basis specified in Exhibit "A" to this Agreement ("*Compensation Schedule*"). The Compensation specified in this section shall be the sole and exclusive consideration paid to CONSULTANT for full and complete performance of the Services and may only be increased by formal amendment to this Agreement.

5. PAYMENT.

5.1 Invoices. Each calendar month after CITY's issuance of the Notice to Proceed, CONSULTANT shall submit an invoice to CITY for the Services performed and any authorized reimbursable expenses incurred in the immediately preceding calendar month. (*Ex: invoices for Services rendered in January should be submitted in February*). The invoices shall describe in detail the Services rendered during each invoice period such as the days worked, personnel involved, number of hours worked, rates charged, milestones achieved, work product generated, or reimbursable expenses incurred, as applicable. CONSULTANT shall remit the invoices to the address and in the manner specified by CITY.

5.2 Payment. CITY shall review all invoices and notify CONSULTANT in writing of any disputed charges or amounts. CITY shall pay all undisputed portions of the invoice within thirty (30) calendar days after receipt. CITY shall not withhold federal or state payroll or other taxes, or make deductions, from payments made to CONSULTANT.

6. STANDARD OF SKILL. CONSULTANT shall perform all Services in the manner and according to the standards currently observed by a competent practitioner of CONSULTANT's profession in California, and shall at all times, meet or exceed any applicable professional standards of care, workmanship, or conduct. All products of whatsoever nature that CONSULTANT delivers to CITY pursuant to this Agreement shall be prepared in a professional manner and conform to the standards of quality normally observed by a person currently practicing in CONSULTANT's profession. The acceptance of the Services by CITY shall not operate as a release of CONSULTANT from such standards of care, workmanship, or conduct.

7. INDEPENDENT CONTRACTOR. CONSULTANT is and shall at all times remain as to CITY a wholly independent contractor. Neither CITY nor any of its agents shall have control over the conduct of CONSULTANT or any of CONSULTANT's employees or agents, except as herein set forth. CONSULTANT shall not at any time or in any manner represent that it or any of its agents or employees are in any manner agents or employees of CITY. CONSULTANT shall have no power to incur any debt, obligation, or liability on behalf of CITY or otherwise act on behalf of CITY as an agent.

7.1 CONSULTANT shall not have the status of an employee of CITY under this Agreement, or be entitled to participate in any insurance, medical care, vacation, sick leave or other benefits provided for CITY's officers or employees.

7.2 In the event that CONSULTANT, or any of its employees, agents, or subcontractors providing Services under this Agreement, claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System ("*PERS*") to be eligible for enrollment in PERS as an employee of CITY, CONSULTANT shall indemnify, defend, and hold CITY harmless for the payment of any employee and/or employer contributions for PERS benefits on behalf of CONSULTANT or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of CITY.

7.3 CONSULTANT represents that it has, or will secure at its own expense, all personnel required to perform the Services under this Agreement. All of the Services shall be performed by CONSULTANT or under its direct supervision, and all personnel engaged in the work shall be qualified to perform it. CONSULTANT reserves the right to determine the assignment of its own employees to the performance of the Services under this Agreement, but CITY reserves the right, for good cause, to require CONSULTANT to exclude any employee from performing Services on CITY's premises.

8. ADMINISTRATION.

8.1 City's Representative. The City Representative identified on the cover page of this Agreement shall have authority to administer this Agreement and oversee CONSULTANT's performance of the Services, provided that an individual's authority to amend this Agreement shall be governed by applicable provisions of the Buena Park Municipal Code. All activities performed

by CONSULTANT shall be coordinated through the City Representative. CITY may change the identity of the City Representative upon written notice to CONSULTANT.

8.2 Consultant's Representative. Consultant's Representative identified on the cover page of this Agreement has the authority to administer this Agreement on behalf of CONSULTANT and to act, bind, and approve all matters relating to this Agreement on behalf of CONSULTANT. Consultant's Representative shall not be replaced without the advance consent of CITY, which consent shall not be unreasonably withheld.

9. SAFETY REQUIREMENTS. All work performed under this Agreement shall be performed in such a manner as to provide safety to the public and to meet or exceed the safety standards outlined by CAL OSHA. CITY may issue restraint or cease and desist orders to CONSULTANT when unsafe or harmful acts are observed or reported relative to the performance of the Services. CONSULTANT shall maintain the work sites free of hazards to persons and property resulting from its operations. CONSULTANT shall immediately report to CITY any hazardous condition noted by CONSULTANT.

10. INDEMNIFICATION AND HOLD HARMLESS.

10.1 Purpose of Section. CONSULTANT agrees that CITY, and its elected officials, officers, employees, and agents (cumulatively "*City Indemnitees*") shall, to the fullest extent permitted by California law, be fully protected from any loss, injury, damage, claim, liability, taxes, fees, lawsuit, cost, expense, attorneys' fees, litigation costs, defense costs, court costs or any other cost or damages of any kind arising out of or in any way related to CONSULTANT's provision of the Services or performance of this Agreement. This Section is intended by the Parties to provide the fullest protection possible under California law to CITY and the City Indemnitees. CONSULTANT acknowledges that CITY would not have entered into this Agreement without the covenants and commitments of CONSULTANT in this Section 10.

10.2 Indemnification for Design Services (if applicable). Consistent with California Civil Code Section 2782.8, if and to the extent the Services are design professional services to be performed by a design professional, as that term is defined under said Section 2782.8, CONSULTANT shall, to the fullest extent permitted by law, indemnify, protect, defend, and hold the City Indemnitees harmless for all claims, demands, costs, or liability that arise out of, pertain, or relate to the negligence, recklessness, or willful misconduct of CONSULTANT, its officers, employees, or agents in said performance of the Services, excepting only liability arising from the sole negligence, active negligence, or intentional misconduct of CITY.

10.3 Indemnification for Services. Other than in the performance of design professional services by a design professional, as covered by Section 10.2 above, to the fullest extent permitted by law CONSULTANT shall, at its sole cost and expense, protect, defend, hold harmless and indemnify the City Indemnitees from and against any and all damages, costs, taxes, fees, expenses, liabilities, claims, demands, causes of action, proceedings, judgments, penalties, liens and/or losses of any nature whatsoever, including fees of accountants, attorneys and other professionals, and all costs associated therewith, and the payment of all consequential damages (collectively "Claims"), in law or equity, whether actual, alleged or threatened, which arise out of, pertain to, or relate to the acts or omissions, or willful misconduct, of CONSULTANT, or its officers, agents, servants, employees, subcontractors, materialmen, suppliers, or contractors, or their officers, agents, servants or employees (or any entity or individual that CONSULTANT shall bear the legal liability thereof) in the performance of this Agreement, including CONSULTANT's active

or passive negligence, except for Claims arising from the sole negligence or willful misconduct of CITY, as determined by final arbitration or court decision or by the agreement of the Parties. CONSULTANT shall defend the City Indemnitees in any action or actions filed in connection with any Claims with counsel of CITY's choice, and shall pay all costs and expenses, including all attorneys' fees and experts' costs actually incurred in connection with such defense. CONSULTANT shall reimburse the Indemnitees for any and all legal expenses and costs incurred by City Indemnitees in connection therewith.

10.4 Taxes, Assessments, Workers Compensation. CONSULTANT shall pay all required taxes on amounts paid to CONSULTANT under this Agreement, and indemnify and hold CITY harmless from any and all taxes, assessments, penalties and interest asserted against CITY by reason of the independent contractor relationship created by this Agreement. CONSULTANT shall fully comply with applicable workers' compensation laws regarding CONSULTANT and its CONSULTANT shall indemnify and hold CITY harmless from any failure of CONSULTANT to comply with applicable workers' compensation laws.

10.5 Obligations Not Limited by Insurance. The obligations and covenants of CONSULTANT in this Section 10 are independent and separate from any requirement or covenant to carry insurance. The obligations of CONSULTANT under this Section 10 shall not be limited by the limits of any policies of insurance by this Agreement or otherwise maintained by CONSULTANT, nor shall CONSULTANT's obligations be limited by the provisions of any workers' compensation act or similar act. CONSULTANT expressly waives any statutory immunity under such statutes or laws as to the CITY or City Indemnitees.

10.6 Survival; Enforcement. CONSULTANT's obligations and covenants under this Section shall survive the expiration or termination of this Agreement and shall continue in full force and effect for a time at least equal to the statute of limitations that is applicable to the underlying Claim, demand, cost or liability. CITY may offset against the amount of any compensation due CONSULTANT any amount due to CITY from CONSULTANT as a result of CONSULTANT's failure to promptly pay CITY any obligation for reimbursement or indemnification arising under this Section 10.

11. INSURANCE. At all times during the term of this Agreement CONSULTANT shall maintain insurance coverage in the forms, types, and amounts that are set forth in this Section 11, and upon CITY's request CONSULTANT shall provide evidence of such coverage to the satisfaction of CITY's Director of Risk Management, which may include a visual inspection of all policies, copies of declarations page, endorsements signed by an authorized representative of the underwriting company, or certificates of insurance.

11.1 Minimum Scope of Insurance. CONSULTANT shall maintain policies with coverage at least as broad as:

.1 Commercial General Liability insurance using the most current version of Insurance Services Office (ISO) Commercial General Liability Coverage Form CG 00 01, which shall include insurance for "bodily injury," "property damage" and "personal and advertising injury" with coverage for premises and operations, products and completed operations, and contractual liability.

.2 The most current version of Insurance Service Office (ISO) Business Auto Coverage Form CA 00 01, which shall include coverage for all owned, hired, and non-owned automobiles or other licensed vehicles (Code 1-Any Auto).

.3 Workers' Compensation insurance as required by the California Labor Code and Employer's Liability Insurance.

.4 Professional Liability (Errors and Omissions) insurance appropriate to CONSULTANT's profession. If such insurance policy is written on a claims-made form, the retroactive date must be shown and must be before the effective date of the Agreement or the commencement of Services by Consultant.

11.2 Minimum Limits of Insurance. CONSULTANT shall maintain insurance coverage limits not less than:

.1 Commercial General Liability: \$2,000,000 per occurrence for bodily injury, personal injury, and property damage. If a general aggregate limit is used, either the general aggregate limit shall apply separately to the Services / location or the general aggregate limit shall be \$4,000,000 and contain specific language creating a duty to defend against any suit seeking damages.

.2 Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.

.3 Employer's Liability: \$1,000,000 per accident for bodily injury or disease.

.4 Professional liability: \$2,000,000 per claim, with an extended reporting period of not less than two years.

11.3 Umbrella or Excess Insurance. In the event CONSULTANT purchases an umbrella or excess insurance policy(ies) to meet the "Minimum Limits of Insurance," this insurance policy(ies) shall "follow form" and afford no less coverage than the primary insurance policy(ies) required by this Section 11.

11.4 Deductibles and Self-insured Retentions: CONSULTANT shall be responsible for payment of any deductibles contained in any insurance policy(ies) required hereunder and CONSULTANT shall also be responsible for payment of any self-insured retentions. Any deductibles or self-insured retentions must be declared to, and approved by, the City Manager or his/her designee. At the option of the City Manager or his/her designee, either (i) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects CITY and City Indemnitees; or (ii) CONSULTANT shall provide a financial guarantee, satisfactory to the City Manager or his/her designee, guaranteeing payment of losses and related investigations, claim administration and defense expenses. At no time shall CITY be responsible for the payment of any deductibles or self-insured retentions.

11.5 Required Endorsements. Each insurance policy shall be endorsed as follows:

.1 Except with respect to Employer's Liability or Professional Liability/E&O policies required by this Section 11, CITY and City Indemnitees shall be named as additional insureds (collectively "*Additional Insureds*"). Additional Insured endorsements shall not: (a) be

limited to "Ongoing Operations"; (b) exclude "Contractual Operations"; (c) restrict coverage to the "Sole" liability of CONSULTANT; or (d) contain any other exclusion contrary to this Agreement.

.2 For any claims related to this Agreement or the Services performed under this Agreement, CONSULTANT's insurance coverage shall be primary to any other similar insurance carried by Additional Insureds. Any insurance or self-insurance maintained by Additional Insureds shall be in excess of CONSULTANT's insurance and shall not be called upon to contribute with it.

.3 All insurance coverage shall contain a provision that prohibits cancellation, modification or lapse without thirty (30) calendar days' prior written notice from insurer to CITY. The notice shall be provided via certified mail, return receipt requested. CONSULTANT shall require its insurer to modify the applicable policy and all certificates of insurance to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.

.4 Each policy shall be endorsed to state that the insurer waives the right of subrogation against CITY and City Indemnitees.

11.6 Duration of Insurance. The requirements of this Section 11 shall survive expiration or termination of the Agreement. Insurance must be maintained and evidence of insurance must be provided for at least 3 years after any expiration or termination of the Agreement or, in the alternative, the policy shall be endorsed to provide not less than a 3-year discovery period.

11.7 Acceptability of Insurers. All insurance coverage required by this Agreement shall be written by insurers admitted to conduct business in the State of California by the Department of Insurance and rated "A:VIII" in the most recent A.M. Best's Insurance Rating Guide.

11.8 Verification of Coverage. CONSULTANT shall furnish CITY with evidence of the insurance required by this Agreement to the satisfaction of CITY. Such evidence shall consist of original certificates of insurance and amendatory endorsements, including an additional insured endorsement. The endorsements shall be on forms provided by CITY or on such other forms approved by CITY and conforming to CITY's requirements. CONSULTANT shall file all certificates of insurance and fully executed endorsements with CITY before commencing performance of the Services. Where and at the times applicable, CONSULTANT shall also provide proof that the policies of insurance required under this Agreement and expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. CONSULTANT shall furnish such proof to CITY prior to the expiration of the original policies. CITY may require complete, certified copies of all required insurance policies, including endorsements effecting the coverage required by these specifications at any time. CONSULTANT shall provide complete copies of policies to CITY upon request.

11.9 Other Insurance Provisions.

.1 All insurance coverage and limits provided pursuant to this Agreement shall apply to the full extent of the policies involved, available or applicable. Nothing contained in this Agreement or any other agreement relating to CITY or its operations limits the application of the insurance coverage.

.2 Requirements of specific coverage features or limits contained in this Section 11 are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only and is not intended by any Party to be all inclusive, or to the exclusion of other coverage, or a waiver of any type.

.3 All insurance coverage shall cover CONSULTANT's operations pursuant to the terms of this Agreement.

.4 Any actual or alleged failure on the part of CITY or any other additional insured under these requirements to obtain proof of insurance required under this Agreement in no way waives any right or remedy of CITY or any additional insured, in this or any other regard.

.5 In the event any policy of insurance required under this Agreement does not comply with these requirements or is canceled and not replaced, CITY has the right, but not the duty, to obtain the insurance it deems necessary and CONSULTANT shall promptly reimburse to CITY any premium paid by CITY.

.6 CONSULTANT shall provide immediate notice to CITY of any claim or loss against CONSULTANT that includes CITY or any of the Additional Insureds as a defendant. CITY assumes no obligation or liability from the notice. CITY shall have the right, but not the duty, to monitor the handling of the claim or claims if they are likely to involve CITY.

11.10 Subcontractors. CONSULTANT shall include all subcontractors, or any other party involved in the performance of the Services, as insureds under its policies or shall require subcontractors or any other party involved in the Services by CONSULTANT to carry the same insurance as required in this Section 11. CONSULTANT shall obtain certificates evidencing the coverage and make reasonable efforts to ensure that the coverage is provided as required in this Section. CONSULTANT shall require that no contract used by any subcontractor, or contract CONSULTANT enters into on behalf of CITY, shall reserve the right to charge back to CITY the cost of insurance required by this Agreement. CONSULTANT shall, upon request, submit to CITY for review, all agreements with subcontractors or others with whom CONSULTANT contracts with on behalf of CITY, and all certificates of insurance obtained in compliance with Section 11.8. CITY's failure to request copies of the documents shall not impose any liability on CITY, or its employees, or be deemed a waiver of any of CITY's rights.

12. WORK PRODUCT.

12.1 Deliverables. CONSULTANT shall, in such time and in such form as CITY may require, furnish reports concerning the status of Services required under this Agreement. CONSULTANT shall, upon request by CITY and upon completion or termination of this Agreement, deliver or return to CITY all material furnished to CONSULTANT by CITY.

12.2 Ownership.

.1 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 or other media whatsoever, created or developed by CONSULTANT 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. CONSULTANT shall not obtain or attempt to obtain copyright protection as to any of the Work Product.

.2 CONSULTANT 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 .1 above.

.3 CONSULTANT 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, 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. CONSULTANT shall defend, indemnify and hold CITY and the City Indemnitees harmless from any loss, claim or liability in any way related to a claim that CITY's use of any of the Work Product is violating 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 or interests in products, ideas or inventions. CONSULTANT shall bear all costs arising from the use of patented, copyrighted, trade secret or trademarked documents, materials, equipment, devices or processes in connection with its provision of the Work Product produced under this Agreement. In the event any 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, CONSULTANT, 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. CONSULTANT's covenants under this Section 12.2 shall survive the expiration or termination of this Agreement.

13. CONFIDENTIALITY. During performance of this Agreement, CONSULTANT may gain access to and use CITY information regarding inventions, machinery, products, prices, apparatus, costs, discounts, future plans, business affairs, governmental affairs, processes, trade secrets, technical matters, systems, facilities, customer lists, product design, copyright, data, and other vital information (hereafter collectively referred to as "*City Information*") that are valuable, special and unique assets of CITY. CONSULTANT agrees to protect all City Information and treat it as strictly confidential, and further agrees that CONSULTANT shall not at any time, either directly or indirectly, divulge, disclose or communicate in any manner any City Information to any third party without the prior written consent of CITY. In addition, CONSULTANT shall comply with all CITY policies governing the use of CITY network and technology systems. A violation by CONSULTANT of this section shall be a material violation of this Agreement and shall justify legal and/or equitable relief.

14. RECORDS. CONSULTANT shall maintain complete and accurate records with respect to sales, costs, expenses, receipts and other such information relating to the Services, as required by CITY or the City Representative. CONSULTANT shall maintain adequate records on services provided in sufficient detail to permit an evaluation of the Services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. At all times during regular business hours, CONSULTANT shall provide access to such books and records to the City Representative, or his or her designees, and shall give the City Representative, or his or her designees, the right to examine and audit

such books and records and to make transcripts as necessary, and shall allow inspection of all work, data, documents, proceedings and activities related to this Agreement.

15. ASSIGNMENT AND SUBCONTRACTING. This Agreement is personal to CONSULTANT and CITY has entered this Agreement in reliance on CONSULTANT's skill, competence and experience. CONSULTANT shall not assign any of its rights or delegate any of its duties under this Agreement, either in whole or in part, without CITY's prior written consent, by and through the City Representative. CITY's consent to an assignment of rights under this Agreement shall not release CONSULTANT from any of its obligations or alter any of its obligations to be performed under this Agreement. Any attempt at assignment or delegation by CONSULTANT in violation of this Section shall be void and of no effect and shall entitle CITY to immediately terminate this Agreement for cause. As used in this section, "assignment" and "delegation" means any sale, gift, pledge, hypothecation, encumbrance or other transfer of all or any portion of the rights, obligations or liabilities in or arising from this Agreement to any person or entity, whether by operation of law or otherwise, and regardless of the legal form of the transaction in which the attempted transfer occurs. CONSULTANT shall not subcontract any performance required under this Agreement without CITY's prior written consent.

16. SUSPENSION AND TERMINATION.

16.1 Right to Suspend. CITY shall have the right at any time to temporarily suspend CONSULTANT's performance hereunder, in whole or in part, by giving a written notice of suspension to CONSULTANT. If CITY gives such notice of suspension, CONSULTANT shall immediately suspend its activities under this Agreement as specified in such notice.

16.2 Termination. CITY shall have the right to terminate this Agreement at any time by giving a written notice of termination to CONSULTANT. If CITY gives such notice of termination, CONSULTANT shall immediately cease rendering Services pursuant to this Agreement. If CITY terminates this Agreement:

.1 CONSULTANT shall, not later than five days after such notice of termination, deliver to CITY copies of all Work Product or other information prepared pursuant to this Agreement.

.2 CITY shall pay CONSULTANT the reasonable value of Services rendered by CONSULTANT prior to termination; provided, however, CITY shall not in any manner be liable for lost profits that might have been made by CONSULTANT had the Agreement not been terminated or had CONSULTANT completed the Services required by this Agreement. In this regard, CONSULTANT shall furnish to CITY such financial information as in the judgment of CITY is necessary for CITY to determine the reasonable value of the Services rendered by CONSULTANT. The foregoing is cumulative and does not affect any right or remedy that CITY may have in law or equity.

17. Conflicts of Interest. CONSULTANT shall comply with all applicable federal, state and local conflict of interest laws, including the Political Reform Act (Cal. Gov. Code § 81000 *et seq.*), the Levine Act (Cal. Gov. Code § 84308), and California Government Code Section 1090. CONSULTANT covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, that would conflict in any manner with the interests of CITY or that would in any way hinder CONSULTANT's performance of Services under this Agreement. CONSULTANT further covenants that in the performance of this Agreement, no person having

any such interest shall be employed by it as an officer, employee, agent or subcontractor, without the written consent of CITY. CONSULTANT agrees to avoid conflicts of interest or the appearance of any conflicts of interest with the interests of CITY at all times during the performance of this Agreement.

18. NOTICES. Any notice, consent, request, demand, bill, invoice, report or other communication required or permitted under this Agreement shall be given in writing to the person at the addresses specified on first page of this Agreement and deemed effective: (a) on personal delivery, (b) on confirmed delivery by courier service during CONSULTANT's and CITY's regular business hours, or (c) three business days after deposit in the United States mail, by first class mail, postage prepaid. Either Party may change the specified person or address at which it is to receive notices by advising the other Party in writing.

19. MISCELLANEOUS TERMS.

19.1 Exhibits; Precedence. All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement by this reference. In the event of any inconsistency between the express provisions of this Agreement and any provision of an exhibit, the provisions of this Agreement shall prevail.

19.2 Time of the Essence. Time is of the essence in respect to all provisions of this Agreement that specify a time for performance.

19.3 Nuisance; Compliance with Laws. CONSULTANT shall not maintain, commit or permit the maintenance or commission of any nuisance in connection with performing the Services. In the performing the Services CONSULTANT shall abide by and conform with and to any and all applicable laws of the United States and the State of California, and the local laws, regulations, and policies of the City of Buena Park.

19.4 Permits and Licenses. CONSULTANT, at its sole expense, shall obtain and maintain during the term of this Agreement all appropriate permits, licenses, and certificates that may be required in connection with performing the Services.

19.5 Governing Law; Venue. The terms of this Agreement, and any dispute arising from the relationship between the Parties to this Agreement, shall be governed by and construed in accordance with the laws of the State of California, without regard for its conflicts of laws principles, except that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not be applied in interpreting this Agreement. The venue for resolving any dispute that arises under or relates to this Agreement (whether contract, tort or both) shall be a court with jurisdiction that is located in the County of Orange, California.

19.6 Cost of Litigation. If any legal action is necessary to enforce any provision of this Agreement or for damages by reason of an alleged breach of any provisions of this Agreement (whether in contract, tort, or both), the prevailing Party shall be entitled to receive from the losing Party all attorneys' fees, costs and expenses in such amount as the courts may determine to be reasonable.

19.7 Waiver. No delay or omission to exercise any right, power or remedy accruing to CITY under this Agreement shall impair any right, power or remedy of CITY, nor shall it be construed as a waiver of, or consent to, any breach or default. No waiver by CITY of any breach,

any failure of a condition, or any right or remedy under this Agreement shall be: (1) effective unless it is in writing and signed by the Party making the waiver; (2) deemed to be a waiver of, or consent to, any other breach, failure of a condition, or right or remedy; or (3) deemed to constitute a continuing waiver unless the writing expressly so states.

19.8 Efficient Performance. CONSULTANT shall commence, carry on and complete its assignments with all practicable dispatch, in a sound, economical, and efficient manner in accordance with all applicable laws and generally accepted industry and applicable professional standards.

19.9 No Third Party Beneficiaries. This Agreement is made solely for the benefit of the Parties to this Agreement and their respective successors and assigns, and no other person or entity may have or acquire a right by virtue of this Agreement.

19.10 When Rights and Remedies Not Waived. In no event shall the making by CITY of any payment to CONSULTANT constitute or be construed as a waiver by CITY of any breach of covenant, or any default that may then exist, on the part of CONSULTANT, and the making of any such payment by CITY while any such breach or default shall exist shall in no way impair or prejudice any right or remedy available to CITY with regard to such breach or default.

19.11 Severability. If any part, term or provision of this Agreement shall be held illegal, unenforceable or in conflict with any law of a federal, state, or local government having jurisdiction over this Agreement, the validity of the remaining portions or provisions shall not be affected by such holding.

19.12 Captions. The titles of the sections, subsections and paragraphs set forth in this Agreement are inserted for convenience and reference only and shall be disregarded in construing or interpreting any of the provisions of this Agreement and the rights or obligations of the Parties to this Agreement.

19.13 Word Usage. Unless the context clearly requires otherwise, (a) the word "shall" is mandatory and "may" is permissive; (b) "or" is not exclusive; and (c) "includes" or "including" are not limiting.

19.14 Integrated Agreement and Modification of Agreement. This Agreement, and all exhibits referred to in this Agreement, constitutes the final, complete and exclusive statement of the terms of the agreement between CITY and CONSULTANT with respect to the subject matter of this Agreement. This Agreement supersedes all prior or contemporaneous oral or written negotiations, representations or agreements of the Parties. No verbal agreement or implied covenant shall be held to vary the provisions of this Agreement. No Party has been induced to enter into this Agreement by, nor is any Party relying on, any representation or warranty except those expressly set forth in this Agreement. This Agreement may be modified only by a writing signed by both Parties.

19.15 Authority to Bind Parties. Each of the undersigned hereby represents that he or she has the authority to execute this Agreement on behalf of his or her contracting Party.

In recognition of the obligations stated in this Agreement, the Parties have executed this Agreement on the date indicated above by and through their duly authorized representatives.

CITY OF BUENA PARK
a California municipal corporation

CONSULTANT*
FentanylSolution.org

Signature

Name: Aaron France

Title: City Manager

Signature

Name: **Shane K.M. Wood**

Title: **Executive Director**

Signature

Name: _____

Title: _____

ATTEST:
(SEAL)

Adria Jimenez, MMC, City Clerk

* If **CONSULTANT** is a corporation, then pursuant to California Corporations Code Section 313 this Agreement must be executed by either: (1) the chairperson of the board; (2) the president; or (3) the vice president plus any one of the following: the secretary, any assistant secretary, the chief financial officer, or any assistant treasurer.

APPROVED AS TO FORM:

Christopher Cardinale, City Attorney

EXHIBIT A

1) SERVICES. CONSULTANT shall provide to CITY the following Services:

CONSULTANT shall distribute naloxone and fentanyl test strips to individuals that reside within the City of Buena Park and immediately surrounding community areas. CONSULTANT shall, at the same time it submits an invoice for monthly payment, provide a detailed written report of the Services rendered during the immediately preceding month, with the written report containing the information required by CITY to satisfy the CITY's reporting requirements under the Nationwide Settlement Funds, such other information reasonably required by CITY, and in a form reasonably acceptable to CITY.

2) SCHEDULE OF PERFORMANCE. CONSULTANT shall perform all Services in compliance with the following Schedule of Performance:

CONSULTANT provide the Services at least four (4) hours per week at the location(s) directed by CITY, with the distribution events to be conducted during regular business hours Monday – Friday.

3) COMPENSATION SCHEDULE. CONSULTANT shall be paid for performing the Services at the follow rates and times:

CONSULTANT shall be paid at the rate of \$3,909.08 per calendar month during the Term.

EXHIBIT B

REQUIRED FOR ALL CONTRACTS AWARDED BY THE CITY COUNCIL (OTHER THAN COMPETITIVELY BID, LABOR, OR PERSONAL EMPLOYMENT CONTRACTS)

LEVINE ACT DISCLOSURE STATEMENT

California Government Code section 84308, commonly referred to as the "Levine Act," precludes an elected or appointed officer of a local government agency from making, participating in, or in any way attempting to influence the awarding of a contract by the agency if the officer receives any political contributions totaling more than \$250 in the 12 months preceding the contract award, during the proceeding leading to the contract award, and for 12 months following the final decision

on the contract, when the contribution is from any person that has a financing interest in the contract. This prohibition applies to contributions made directly to the officer, received by the officer on behalf of any other officer, or received on behalf of any candidate for office or on behalf of any committee. The Levine Act also requires disclosure of any such contributions to be made by a party to be awarded a contract by the local agency. The Levine Act does not apply to contracts that are competitively bid, labor, or personal employment contracts.

LEVINE ACT DISCLOSURES:

1. Have you or your company, or any agent on behalf of you or your company, made any contributions of more than \$250 to any member of the Buena Park City Council in the 12 months preceding the date the City issued the request for proposals leading to the contract?

YES ____ NO ____

If yes, please identify the Councilmember(s) and amount of any such campaign contribution(s):

2. Do you or your company, or any agency on behalf of you or your company, anticipate or plan to make any contributions of more than \$250 to any member of the Buena Park City Council after the date of the issuance of the request for proposals, or in the 12 months after the City Council's decision on the contract?

YES ____ NO ____

If yes, please identify the Councilmember(s):

NOTE: Answering yes to either of the two (2) questions above does not preclude the City of Buena Park from awarding a contract to your firm. It does, however, preclude the identified officer(s) from making, participating in, or in any way attempting to influence the contract award process. Failing to provide full and accurate information on this form may be grounds for disqualification and other legal penalties.

DATE

NAME OF COMPANY

SIGNATURE OF AUTHORIZED OFFICIAL

NAME, TITLE

FRIENDSHIP CITY AGREEMENT WITH ANSAN, SOUTH KOREA

Meeting	Agenda Group
Tuesday, February 27, 2024, 5:00 PM	CONSENT CALENDAR Item: 4E
Presented By	Prepared By
	Eddie Fenton, Assistant City Manager/Director of Human Resources
Approved By	
Aaron France, City Manager	

RECOMMENDED ACTION

1) Approve a Friendship City Agreement with Ansan, South Korea; 2) Authorize the Mayor to execute the agreement; and 3) Authorize the City Manager to make any necessary, non-monetary changes to the agreement.

PREVIOUS CITY COUNCIL ACTION

At the February 13, 2024 City Council meeting, the City Council directed staff to move forward with becoming a Friendship City with Ansan, South Korea.

DISCUSSION

Buena Park was approached by the City of Ansan, South Korea, about forming a Friendship City relationship. A friendship city is a less formal and more flexible relationship between two cities. Both sister cities and friendship cities may be similar in terms of cultural exchange and cooperation, but the level of commitment and formality is typically lower. Both programs aim to foster positive connections and understanding between communities.

Ansan is a city in the Gyeonggi Province of South Korea. It lies south of Seoul, near the Yellow Sea, and is part of the Seoul National Capital Area. The population of Ansan is over 728,000. Ansan is an industrial and economic city where about 11,300 companies are running in Ansan's Smart Hub, which is a large industrial complex. This investment in technology makes Ansan the leading reformer in Industry 4.0, which is the latest phase in the digitalization of the manufacturing sector that integrates digital technologies into the manufacturing and industrial processes. In addition, Ansan is a city of culture and vibrant art, rooted in the pride of its ancestors.

The Mayor, Vice Mayor, and Director of Community and Government Relations/City Clerk will travel to Ansan on March 13, 2024, to meet with Ansan representatives to formalize a Friendship City relationship. City staff may focus discussions on mutual interests, such as business investment, technology advancements, tourism, and educational exchanges. Furthermore, staff would like to meet with Seongbuk-Gu and Ansan representatives about a joint project in the recently proposed Friendship Park (currently Smith-Murphy Park) that may include a Korean pagoda and other Korean traditional cultural, art, and educational pieces.

Attached for City Council approval, is a Friendship City Agreement with Ansan City that will be signed by Mayor Sonne during the upcoming trip.

PUBLIC HEARING NOTICE

BUDGET IMPACT

There is no budget impact associated with this item.

Attachments

Friendship City Agreement 2024 ly (kor edit) FINAL.pdf

Friendship City Agreement

City of Buena Park, California, USA, and Ansan City, Geonggi-do, Republic of Korea, hereby agree to the following agreement to enhance a shared understanding and promote ongoing exchanges between the two cities:

1. Both cities agree to expand and develop mutually-beneficial cooperative relationships based on the principles of equality and common benefit.
2. The two cities will strengthen cooperation in various fields such as economy, culture, education, industry, and environment, and explore ways to develop the shared relationship.
3. Both parties will organize cultural exchange programs, foster collaboration between organizations, develop industrial relations, and discover joint projects thereby promoting the growth of both cities.

This agreement, written in English and Korean, two copies each, shall take effect from the date of signing on March 15, 2024, and shall remain in force continuously unless one party proposes the suspension of its effect.



A n s a n C i t y
R e p u b l i c o f K o r e a



B u e n a P a r k C i t y ,
C a l i f o r n i a , U S A

우호협력도시 관계 수립을 위한 합의서

대한민국 경기도 안산시와 미국 캘리포니아주 부에나 파크시는 양 도시의 상호 협력을 강화하고 지속적인 교류를 촉진하기 위하여 다음과 같이 협약한다.

1. 양 도시는 상호 평등과 호혜의 원칙에 입각하여 상호 유익한 협력관계로 확대 및 발전시키기로 합의한다.
2. 양 도시는 경제 문화, 교육, 산업, 환경 등 다양한 분야에서 협력을 강화하고, 양 도시 간의 관계를 발전시키기 위한 방안을 모색한다.
3. 양 도시는 상호 문화 교류 프로그램을 개최하고, 양측의 기관 및 단체 간의 협력을 촉진하며, 상호 산업 관계를 발전시키고, 상호 협력 프로젝트를 발굴하고, 협력을 통해 양측의 발전을 도모한다.
5. 본 합의서는 한국어와 영어로 각 2부씩 작성하여 2024년 3월 15일 서명한 날로부터 효력이 발생하며, 어느 일방이 효력정지의 의견을 제기하지 않는 한 지속적으로 유효하다.



대한민국 경기도
안 산 시



미국 캘리포니아주
부 에 나 파 크 시

RESOLUTION ADOPTING A CITWIDE RECORDS MANAGEMENT AND INFORMATION PROGRAM POLICY AND RECORDS RETENTION SCHEDULE

Meeting	Agenda Group
Tuesday, February 27, 2024, 5:00 PM	NEW BUSINESS Item: 5A
Presented By	Prepared By
Adria Jimenez, MMC, Director of Government and Community Relations/City Clerk	Adria Jimenez, City Clerk
Approved By	
Aaron France, City Manager	

RECOMMENDED ACTION

1) Adopt a resolution approving a Citywide Records and Information Management (RIM) Program and Records Retention Schedule.

PREVIOUS CITY COUNCIL ACTION

On January 24, 2023, the City Council received a report from the City Clerk and provided direction to move forward with a Citywide RIM Program. On February 14, 2023, the City Council approved a professional services agreement with Records Control Services, Inc., for this purpose.

DISCUSSION

During the 2023 calendar year, department staff representatives participated on the RIM Project Management Team for the implementation of a Citywide Records and Information Management (RIM) Program. The Team worked directly with Record Control Services, Inc., to complete Phase 1 of the Program. Phase 1 consisted of the creation of a RIM Policy by the City Clerk's Office, and program evaluations and retention schedule updates by each department. Each department representative evaluated their department's physical and electronic records and worked directly with the consultant to develop a retention schedule that follows the retention requirements for state and federal laws. In addition, the consultant reviewed Laserfiche, all department shared drives, and any other document systems and software to determine and understand how documents are managed in Buena Park. The result is the attached RIM Program Policy and Buena Park Records Retention Schedule. The Records Retention Schedule was reviewed and approved by the City Attorney.

The RIM Program contains eight sections (Purpose, Scope, Authorities, Responsibilities, Types of Records, Storage and Preservation of Records, Destruction of Records, Procedures, and Definitions). The RIM Program identifies the City Council as the responsible body for reviewing and approving the RIM Program, the Records Retention Schedule and any substantive amendments to each. Proposed amendments to the RIM Program or the Records Retention Schedule will return on an annual basis to the City Council for review and approval via Resolution.

The Records Retention Schedule is a listing of each of the department's records identified by name and description. The Schedule identifies the original Office of Record as the owner of the record, and provides the required retention time the record(s) must be maintained by federal or state law, or kept as a matter of organizational preference. For example, City Council Agendas and Agenda Packets are required to be maintained for a minimum of two years per State of California guidelines. However, the organizational practice in Buena Park has been to maintain those particular records permanently for historical reference. This information is noted on the Records Retention Schedule for staff's guidance, and staff will continue to maintain those records permanently.

The next two phases of the project include the creation of a RIM reference guide for staff that will include policies and the City Council-adopted Records Retention Schedule. Phase 2 will also include the implementation of a Public Records Request software service and staff training. Lastly, Phase 3 is a Records Management Program Needs Assessment. The Assessment will include the final records needs assessment and recommendations for future improvements and staffing for the organization for the proper maintenance of both physical and electronic record management systems.

In 2023, Council Member Castañeda calendared a request to review the City's Email Retention Policy. City Email retention is governed by City Council Policy No. 27 and currently states City email is kept for a period of 60-days, which has been incorporated into the Program and the Record Retention Schedule. Should the City Council wish to extend the period of time the City maintains emails, it would be appropriate to direct City staff to revise the City Council's Policy and Record Retention Schedule.

BUDGET IMPACT

There is no budget impact with the approval of the Citywide Records and Information Management Program, the Records Retention Schedule and adoption of this Resolution.

Attachments

Resolution.pdf

Exhibit A - Buena Park RIM Policy - Draft.pdf

Exhibit B - Records Retention Schedule.pdf

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
BUENA PARK, CALIFORNIA, ADOPTING A CITYWIDE
RECORDS AND INFORMATION MANAGEMENT PROGRAM

WHEREAS, the City Clerk is responsible for the administration and management of City records and public records and their retention as determined by their legal, fiscal, administrative and archival value; and

WHEREAS, California Government Code Sections 34090 provides for the disposition of City records and public records, including the destruction of duplicate City records and public records that are no longer needed for reference, and in a manner prescribed by the legislative body of the City; and

WHEREAS, the City Clerk has developed a Citywide Records and Information Management Program, attached hereto as Exhibit "A," for the purpose of aiding in the administration and management of City records and public records, including procedures for reviewing and approving requests for records destruction; and

WHEREAS, the City Clerk has also developed a Records Retention Schedule, attached hereto as Exhibit "B," for purposes of itemizing all records maintained by each department of the City that will facilitate the orderly and efficient retention and destruction of City records and public records; and

WHEREAS, each record series contained in the attached Records Retention Schedule has been examined and approved for retention or destruction by the City Attorney, the City Clerk and the appropriate Department Head; and

WHEREAS, the City Council desires to adopt the Citywide Records and Information Management Program and Records Retention Schedule in the form attached hereto.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. The Citywide Record and Information Management Program, in the form attached to this Resolution as Exhibit "A" and made part by reference, is hereby adopted and the City Clerk is hereby authorized and directed to supervise and administer said policy on behalf of the City.

Section 2. The Record Retention Schedule, in the form attached to this Resolution as Exhibit "B" and made part by reference, is hereby approved and adopted.

Section 3. The City Clerk is hereby authorized to and directed to retain and destroy records identified on the Records Retention Schedule and in accordance with the procedures contained in the Records and Information Management Program.

Section 4. Amendments, modifications and/or supplements to the Records Retention Schedule shall be authorized annually by resolution of the City Council.

RESOLUTION NO. _____

Page 2

PASSED AND ADOPTED this _____ day of _____ by the following called vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

Mayor

ATTEST:

City Clerk

I, Adria M. Jimenez, MMC, City Clerk of the City of Buena Park, California, hereby certify that the foregoing resolution was duly and regularly passed and adopted at a regular meeting of the City Council of the City of Buena Park, held this _____ day of _____.

City Clerk



CITYWIDE RECORDS AND INFORMATION MANAGEMENT PROGRAM POLICY

Adopted by City Council on
(Date)
Resolution No. (Number)

1. PURPOSE

This Records and Information Management (RIM) Program Policy ("Policy") establishes comprehensive and uniform methods for the cost effective and efficient management of the City's public records (including creation, utilization, maintenance, security, retention, storage, preservation, and destruction), in accordance with legal requirements and professional standards.

2. SCOPE

This Policy is established by the City in accordance with all relevant federal, state, and local laws, and contractual requirements. This Policy is established in accordance with the State Record Retention laws (Government Code §34090, *et seq.*) as well as the California Public Records Act (Government Code §7920 *et seq.*). Additionally, where relevant to the needs of the City's management of records, the City has incorporated provisions from professional standards and guidelines. All physical hardcopy or electronic documents, sound, or video works created by employees while executing the City's business are records under this policy regardless of whether they are managed in a formal process by the employee's department or kept by an employee or their work unit for reference or any other purpose.

3. AUTHORITIES

The legal authorities and professional guidelines applicable to the management of City records include, but are not limited to, the following:

- 3.1. Federal and State Law** Numerous Federal and State laws related to minimum record retention requirements and statutes of limitations apply to different types of records. Each record series listed in the Records Retention Schedules will have applicable laws cited.
- 3.2. Government Code §34090 *et seq.*** The principal provisions of California law applicable to City Record Retention requirements are addressed in Government Code §34090, *et seq.*, which generally require original public records to be retained for a minimum of two years and sets forth other requirements for the retention and destruction of specific public records. This Policy establishes the procedures consistent with the provisions within the state law for the destruction of original public records which have been retained for at least the minimum retention period and are no longer required by the City for business or historical purposes. The Policy also addresses the destruction of records which has been replaced by "Trusted Copies" (GC §34090.5) and the destruction of "Duplicate Copies" (GC §34090.7).

Per subsections of the code, the state law provisions do not authorize the destruction of:

- a. *Records affecting title to real property or liens thereon.*
- b. *Court records*
- c. *Records required to be kept by statute.*
- d. *Records less than two years old.*
- e. *The minutes, ordinances, or resolutions of the legislative body or of a city board, agency or commission.*

CITYWIDE RECORDS AND
INFORMATION MANAGEMENT PROGRAM

- 3.3. CA Government Code §6200 *et seq.*** Except as otherwise provided by Government Code §34090 *et seq.*, Government Code §6200 *et seq.* provides that any City employee who is found guilty of willfully destroying (including altering, falsifying, mutilating, defacing, or stealing, in whole or in part) a public record may be punished by imprisonment of up to four years.
- 3.4. CA Government Code §7920 *et seq.*** The California Public Records Act (Government Code §7920 *et seq.*) provides definitions for “writings” and “public records” for the purpose of determining which public documents are required to be disclosed to the public upon request, and which public documents are confidential or otherwise exempt from disclosure.
- 3.5. Professional Standards and Suggested Retention Guidelines** Selected professional associations and other governmental agencies, such as the California Secretary of State, the Department of Justice, and the City Clerk’s Association of California, have published standards, model retention guidelines, and/or articles recommending retention periods for different types of records. Although these standards and guidelines are not binding upon the City, the City may take these documents into consideration in establishing the City’s Records Retention Schedule and, where applicable, the City will identify deviations from these suggested guidelines within the Records Retention Schedule.
- 3.6. CA Code of Regulations §22620 *et seq.*** The State of California provides requirements and guidelines for Trustworthy Electronic Document or Record Preservation. This includes requirements for electronic document format, such as PDF/A, system backups, file compression, security, and policies and procedures for retaining official documents or records created or acquired using a trusted system.
- 3.7. CA Government Code §12168.7** In addition to the State’s Trustworthy Electronic Document or Record Preservation requirements, the State sets standards for “trusted systems” to acquire electronic documents when the City collaborates with State agencies. These standards define what a trusted system is and how records must be preserved using trusted systems, including cloud computing services for records storage.

4. RESPONSIBILITIES

Active management of the City's records is required to ensure that the records are properly maintained. This section identifies elected officials and staff members responsible for managing the City's records.

4.1 City Council

The City Council reviews and approves the Citywide Records and Information Management Program, the Records Retention Schedule, and any substantive amendments to the Policy or Records Retention Schedule.

4.2 City Clerk

The City Clerk (or designee) shall be responsible for the following:

- a. Implementing and coordinating the City's Records and Information Management (RIM) program.
- b. Providing review and approval of any proposed amendments to this Policy or the Records Retention Schedule annually by Resolution of the City Council.
- c. Disseminating information and providing RIM program training to departments.
- d. Establishing and maintaining a program to assist departments in the destruction of records once their respective retention periods have expired.
- e. Assisting all departments in complying with this Policy.
- f. Notifying the affected Office of Record (OOR) and the City Clerk when the City must suspend the destruction of records due to pending or potential litigation, discovery requests, or for any other reason.
- g. Providing written notification to the City Manager and Department Director of violations of the Records Retention Schedule and this Policy.
- h. Performing periodic training and audits to assist departments in complying with the Records Retention Schedule and this Policy.
- i. Providing written notification to the Department Director of audit discrepancies within departments.
- j. Providing review of changes in records management practices relating to this Policy and the Records Retention Schedule.
- k. Receiving City Attorney approved requests for records destruction for final review and processing.
- l. Maintaining the Official Record of all documents related to the City's RIM program, and any amendments or updates thereto, including the following:
 - Policy
 - Records Retention Schedules
 - Lists of Records Coordinators and alternates
 - Master Index of Record Series, as submitted by each department
 - Requests for Destruction of Records
 - Authorizations to Destroy Records
 - Certifications of Destroyed Records

4.3 City Attorney

The City Attorney (or designee) shall be responsible for the following:

- a. Providing legal review and approval of any proposed substantive amendments to this Policy or the Records Retention Schedule.
- b. Providing legal review of changes in the law relating to this Policy and the Records Retention Schedule.
- c. Reviewing all requests for records destruction and exercising discretion to approve or deny requests for destruction in accordance with this Policy.
- d. Forwarding all approved requests for destruction to the City Clerk.

4.4 Department Directors

Department Directors are responsible for the following:

- a. Administering the City's RIM program in their respective departments and overseeing that Policy parameters are implemented in a timely manner.
- b. Appointing a Department Records Coordinator and an alternate to work with the City Clerk's Office to implement this Policy. Departments with several divisions may appoint multiple Department Records Coordinators and alternates.
- c. Establishing and maintaining an inventory of departmental records and providing an updated electronic copy to the City Clerk, when requested. The inventory shall identify the following aspects of each record:
 - Associated records series
 - Activity status (e.g., active, inactive)
 - Media format of the Official Record
 - Importance (e.g., vital, historical, confidential), where applicable
- d. Coordinating with the City Clerk's Office in the development of a departmental Records Retention Schedule.
- e. Periodically reviewing its departmental Records Retention Schedule to ensure that the schedule is complete, current, and accurate.
- f. Providing the City Clerk's Office with written proposed amendments to the Records Retention Schedule, when needed and/or requested.
- g. Reviewing proposed amendments to the Records Retention Schedule, as prepared by the City Clerk's Office.
- h. Ensuring the security of records that have been identified as confidential.
- i. Notifying the City Clerk's Office of any information received regarding legal issues related to the retention of records within their department.
- j. Reviewing and approving requests for the destruction of departmental records as authorized by this Policy and the Records Retention Schedule and forwarding such requests to the City Attorney and City Clerk.
- k. Approving the destruction of Duplicate Copies, Transitory Records, and Non-Records in accordance with this Policy.
- l. Providing written notification to the City Clerk if any discrepancies or violations of this Policy or the Records Retention Schedule within their department.

4.5 Department Records Coordinators

The Department Records Coordinator(s) for each department, under the direction of the Department Director, are responsible for:

- a. Creating an index of department records series, and working with the City Clerk, or designee, to develop a Records Retention Schedule.
- b. Informing and updating employees in the department about this Policy and the department's Records Retention Schedule.
- c. Ensuring that active records within the department are maintained according to methods described in this Policy and the department's Records Retention Schedule.
- d. Maintaining the security of records that have been identified as confidential.
- e. Maintaining a master inventory of all department records kept internally and at off-site storage facilities.
- f. Monitoring all records that are sent off-site for storage to ensure the records are properly packaged and labeled, accurately and completely inventoried, and assigned proposed disposition dates.
- g. Coordinating all requests to retrieve documents from off-site storage and ensuring that documents are returned to off-site storage in a timely manner.
- h. Annually reviewing records and preparing a list of records eligible for destruction when the retention period has expired, as described in this Policy and the Records Retention Schedule.
- i. Securing the Department Director's approval for destruction of records when the retention periods has expired.
- j. Ensure the destruction of Duplicate Copies, Transitory Records, and Non-Records in accordance with this Policy.
- k. Providing written notification to their Department Director and City Clerk of any discrepancies or violations of this Policy or the Records Retention Schedule within their department.

4.6 All City Staff

Any City staff member who routinely works with the City's records, as required by their assignment, is responsible for:

- a. Reviewing this Policy and their department's Records Retention Schedule.
- b. Maintaining the security of records that have been identified as confidential.
- c. Surrendering all City records to their supervisors, their Department Director, the City Clerk, City Manager, or City Attorney, when requested.
- d. Providing written notification to their Records Coordinator(s) and Department Director of any non-compliance with this Policy or the Records Retention Schedule.

5. TYPES OF RECORDS

According to California state law a record “includes any writing containing information relating to the conduct of the public’s business prepared, owned, used, or retained by any state or local agency regardless of physical form or characteristics” (Govt. Code section 6252 (e)).

What is a non-record?

It is often difficult to draw a clear distinction between record and non-record material. A helpful hint to follow in making the distinction is that non-record documents can be discarded as soon as they are read. Some examples are listed below:

- Letters of Transmittal and acknowledgements of receipt which do not add any information to the material transmitted.
- Requests for printing services, after the request has been filled to the customer’s satisfaction.
- Informal notes, worksheets, and rough drafts of letters, memoranda, or reports that do not represent the basic steps involved in the preparation of communications.
- Notes, including stenographic notebooks and stenotype tapes, and dictating media which have been transcribed.
- Miscellaneous notices of community affairs, employee meetings, holidays.
- Stocks of publications or blank forms that are kept for supply purposes only.
- Follow-up or copies of suspense tracers pertaining to correspondence with pending action.
- Library and reference material.

5.1 Access Controls

All documents, writings, or other forms of information prepared, owned, used, produced, acquired, or retained by employees in the course of their responsibilities, regardless of physical form or characteristics, are the exclusive property of the City. Employees shall have no expectation of privacy relating to City records.

When it is necessary for employees to work on electronic documents away from the City, those documents must be accessed via the City’s virtual private network (VPN), and no copies shall be stored on private computer equipment or other electronic media. All documents must be returned to the City, and all copies deleted from the outside location, within 36 hours of final use or reference. Employees shall not have any City physical records in such places as private homes or offices.

Records managed by outgoing officials, employees, contractors, or volunteers shall be delivered to their successors prior to separation from the City.

5.2 Vital Records

Vital Records are those records needed to continue business operations in the event of a disaster and will be identified as such on the Records Retention Schedules. Each department will be responsible for defining a Business Continuity Plan that includes the protection and maintenance of vital records. Examples of protection include, but are not limited to:

- Storing hard copies in a fire-resistant filing cabinet or area, or in a locked vault, either on site or off site.
- Storing duplicate hard copies at a secure offsite facility for the duration of the retention life of the vital record.
- Providing regular back-ups for electronic vital records.
- Maintaining:
 - A list of physical locations of vital records storage facilities and systems.
 - Access codes, passwords and/or keys for facilities and systems.
 - Equipment used to store vital records or needed to access electronically stored vital records.
 - An inventory of vital records within the facility.
 - Procedures for accessing vital records.

5.3 Historical Records

Historical Records are records that are valuable to future researchers to document the accomplishments, changes, and growth of the City. Record Series that may contain historical records will be identified within the Records Retention Schedules. Historical Records may be maintained within each department based on individual departmental procedures or forwarded to the City Clerk's Office for archival storage.

5.4 Confidential Records

There are many sources of legal authority to exempt a record from disclosure including, but not limited to, the California Public Records Act, Government Code §7920 through §7930. It would be impractical to list all definitions of "confidential" records in this Policy. If there is any question as to whether a particular record should be designated as "confidential," the Department Director will consult the City Clerk.

Confidential records must be maintained with sufficient security, and in accordance with applicable laws, to protect their contents from unauthorized access. Departmental procedures to ensure the security of confidential records will be the responsibility of the Department Director.

5.5 E-mail Communications

E-mail messages and any electronic attachments should be reviewed regularly to determine relevance to current City business. When relevant, the e-mail must be converted to an electronic record, or printed in hard copy, and retained with the associated topic or record series (e.g., project file, purchase order, professional services agreement) for the required retention period as designated in the Records Retention Schedules.

Routine e-mail messages are comparable to telephonic communications and are considered either Transitory Records or Non-records. Such e-mail is not intended to be retained in the ordinary course of City business, and the informational content of such communications is neither necessary nor intended to be preserved for future City use or reference.

E-mail systems are not intended to be, and will not be, used for the electronic storage or maintenance of official records, or as document management systems. E-mail communications are retained as follows:

- E-mail will automatically be removed and deleted permanently from the user's Inbox after 60 days, per City Council Policy No. 27.

5.6 Databases

For Records Retention purposes, the City considers all databases, whether residing on City systems or hosted by an outside source (Software as a Service or SAS), to be Transitory Records. The blanket retention period for databases is "Until Superseded" to reflect that only the current version has informational value to the City.

The Office of Record that uses, maintains and modifies a database must assure the information contained within the database is correct and accurate, and has the obligation to produce information from the database, as needed, to perform City business. Due to the transitory nature of databases, periodic reports produced from a database, and used for administrative, fiscal, legal or historical purposes, may become Official Records. Reports designated as Official Records must be maintained in accordance with the Records Retention Schedules.

For example, the City's Annual Budget Report captures the financial position at the end of a fiscal year, and is used to inform the City Council, staff and citizens of the City's financial state. Thus, the report must be retained for the retention period designated in the Records Retention Schedule to reflect operational needs.

5.7 Trusted Copy (Migration of an Original Record)

To ensure the accuracy of a Trusted Copy, employees of the Office of Record must follow the department's approved process before replacing an original record. The process must be approved by the City Clerk.

Before designating a record as a Trusted Copy, legibility must be validated, and indexes or metadata confirmed as accurately reflecting the content of the original record.

Once the Trusted Copy has been validated and designated as the Official Record, the original record shall be immediately destroyed in the approved manner stated in this policy, unless maintenance and retention of the physical records is required by statute, such as governing body Minutes, Resolutions and Ordinances.

6. STORAGE AND PRESERVATION OF RECORDS

6.1. Active Records

Storage and preservation methods for active records must be approved by the City Clerk or designee and meet all the following minimum specifications:

- a. Records must be stored and maintained using complete inventories and accurate indexes which allow them to be identified, retrieved and disposed of in an expeditious manner.
- b. Records must be maintained so they are readily accessible to conduct current City business.
- c. Storage systems for records will accommodate hard-copy or electronic records and must also conform to the requirements of a Trusted System. Migration of original records to electronic form requires a process that complies with Section 5.7 of this policy.
- d. Filing systems should follow these guidelines:
 - d.1 Physical file folder labels should have a consistent style, not a mixture of different styles. This makes reading labels on physical files easier and increases access rates. File labeling should be consistent for the entire group of records.
 - d.2 A single filing system for primary and secondary indexing levels should be chosen and remain consistent. For example, after establishing primary file sections, select an alphabetical, alpha-numeric, or subject classification to control the sub-group files.
 - d.3 Record series should be kept together so that permanent records are separate from records with shorter retention requirements. When preparing files for a new calendar or fiscal year, set up files by retention period and add files to the department inventory list including destruction dates.
 - d.4 Confidential files should be labeled with obvious notations to alert staff members on the special handling requirements.
 - d.5 Inactive records should be transferred to the City's Record Division or storage provider to ensure the maximum capacity is available for housing active records. The transfer must be reviewed and approved by the City Clerk.

6.2 Inactive Records

Inactive records may be stored in a secured City facility as approved by the City Clerk or designee.

An off-site storage facility must:

1. Meet applicable state and local codes.
2. Provide protection from fire and intrusion.
3. Provide reasonable access to records in a timely manner.

Each department shall maintain an inventory of its inactive records in storage and forward an electronic copy of said inventory to the City Clerk's Office. Prior to sending records to storage, Duplicate Copies, Transitory Records, and Non-Records must be removed and destroyed in accordance with this Policy.

6.3 Cloud or Hosted Electronic Records

Cloud stored or hosted electronic records must follow the City's Records Retention Schedules.

The cloud or hosting company must:

1. Meet applicable state and local codes.
2. Provide protection from fire and intrusion.
3. Provide reasonable access to records in a timely manner.

6.4 Offsite Storage

The City will make every effort to avoid storing records in offsite storage facilities. Whenever possible, records will be held in the department responsible for the document.

7. DESTRUCTION OF RECORDS

7.1 Destruction of Physical or Electronic Records

The City Clerk's Office oversees and administers the Program, Records Retention Schedules, and the destruction of records. This applies to all records, regardless of format.

Departments must identify all records eligible for destruction pursuant to the Records Retention Schedule and submit a Records Destruction Request Form (available on the City Network) to the City Clerk's Office. The form shall list all documents to be shredded, deleted, or otherwise destroyed and the corresponding retention periods pursuant to the Records Retention Schedule. The Department Director or designee must approve and sign the Records Destruction Request Form and submit it to the City Clerk's Office. The form must be completed in its entirety.

The City Attorney is responsible for reviewing and approving or denying all requests and forwarding the recommendation to the City Clerk's Office.

The City Clerk's Office is responsible for reviewing and approving or denying all requests and advising the Department of the recommendation. The City Clerk's Office is responsible for confirming records are destroyed and obtaining a Certificate of Destruction from the requesting Department.

7.2 Destruction of Duplicate Copies

No Duplicate Copy will be maintained longer than the retention period of the original record and may be destroyed at any time within the retention period.

Department Directors will ensure that employees follow the established procedures for destruction of this Policy. Prior to the destruction of a Duplicate Copy, the employee shall ensure that:

- a. The writing is, in fact, a Duplicate Copy and not an original record.
- b. The writing is no longer required for the operational needs of the department.

7.3 Destruction of Transitory Records

A Transitory Record may be destroyed at any time. Prior to the destruction of a Transitory Record, the employee shall ensure that:

- a. The writing is, in fact, a Transitory Record and not an original record.
- b. The writing is no longer required for the operational needs of the department.

7.4 Destruction of Non-Records

A non-record may be destroyed at any time. Prior to the destruction of a non-record, the employee shall ensure that:

- a. The writing is, in fact, a non-record.
- b. The writing is no longer required for the operational or reference needs of the department.

7.5 Destruction of Original Records After Migration to a Trusted Copy

Once an original record has been migrated to a Trusted Copy, in accordance with this Policy, the original record shall be immediately destroyed in accordance with this Policy, unless maintenance and retention of the physical record is required by statute, such as governing body Minutes, Resolutions and Ordinances. Request for the destruction of an original record after migration to a trusted copy shall follow the procedures outlined in Section 7.1 Destruction of Physical or Electronic Records.

7.6 Destruction of Information on Obsolete Electronic Equipment

Certain electronic equipment, including Trusted Systems, used by the City may contain methods of electronic storage of City information. This information may be captured and stored as the equipment is used in the normal course of business.

Prior to decommissioning City equipment, the responsible department shall ensure that all information relating to City business will be deleted or otherwise made illegible from any data storage systems on or within the equipment. Under no circumstances shall any electronic equipment be released from City property for recycling, destruction or other disposition until the City information has been deleted. Written confirmation of the destruction of the information should be provided to the City Clerk.

7.7 Destruction of Non-paper Media Records

Official Records stored on non-paper media must be destroyed in a manner consistent with this Policy. Documentation for the destruction of these records shall be prepared and retained in accordance with Section 7 of this Policy.

After all Official Records stored on non-paper media (e.g., magnetic tape, disks, diskettes, or other magnetic medium) have been destroyed, the medium itself may be reused, recycled or destroyed.

8. PROCEDURES

The Procedures for the management, storage and preservation, and destruction of records are as follows:

8.1 Access to Electronic Records Systems

A Department Director (or designee) shall approve access to electronic records systems for any employees, contract employees, consultants, or volunteers, as needed to fulfill the requirements of their employment.

Any electronic records system is subject to audit by the City Clerk's Office on a periodic basis. An audit may include operations performed on the database, the date and time an operation occurred and by whom, the database record number, the database index and/or metadata associated with the record, or any other pertinent data where practical.

8.2 Process for Scanning and Imaging of City Records and Documents

Laserfiche is the City's document management system for archiving electronic Trusted Copies and for electronic copies of documents for which there is no legal authorization for destruction (e.g., records affecting title to real property or liens thereon; minutes, ordinances, or resolutions of the legislative body or of a city board, agency, or commission). These documents must be stored within Laserfiche, indexed as required by this Policy, and searchable utilizing Optical Character Recognition (OCR).

Procedures for scanning a hard-copy document for storage in Laserfiche as an Official Record shall be established and reviewed periodically by the City Clerk's Office. Priority shall be given to those records that must be retained on a permanent basis, and to those records which need to be frequently retrieved.

Examples of records eligible for scanning include, but are not limited to, the following:

- Ordinances & Resolutions
- Minutes
- Plans and Permits
- Contracts and Agreements
- Approved Construction Plans
- Purchase Orders, Timecards, and other financial records.

Departments shall review and purge unnecessary documents from their records prior to scanning. Purging involves evaluating documents within a record, and discarding documents determined to be Transitory Records, Duplicate Copies or Non-Records.

After images are created, the department shall verify the images are legible and complete. Images should be verified, indexed, and the OCR process completed as soon as possible after scanning occurs.

Non-scanned images must be imported into Laserfiche, indexed and the OCR process completed, thereby meeting all the same requirements as described above for scanned images.

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When creating an electronic Trusted Copy, the department must determine that the original record has been successfully transferred into electronic format as defined above. The original record will then be destroyed in accordance with this Policy.

All procedures will be evaluated by the City Clerk and updated, as needed.

8.3 Destruction of Official Records

Official Records, for which the retention period identified on the Records Retention Schedule has elapsed, will be destroyed in accordance with this Policy. Unless placed on legal hold by the City Clerk or City Attorney, records designated for destruction must be destroyed within the calendar year after the record expires.

A record that expires during the current calendar year must be destroyed by December 31st of the following calendar year. For example:

<u>If expiration occurs on:</u>	<u>Then destroy no earlier than:</u>	<u>or no later than:</u>
January 1, 2020	January 1, 2021	December 31, 2021
December 31, 2020	January 1, 2021	December 31, 2021

Periodic reviews of records shall be performed by the Department Record Coordinator(s). Additionally, to ensure compliance with this Policy and the Records Retention Schedule, the City Clerk may annually designate a date for departments to review their records and prepare requests for destruction.

Records for which the retention period has elapsed must be identified and included on a Records Destruction Request Form, which is signed by the Department Director, then forwarded to the City Attorney for review and approval. Upon the City Attorney's review and approval, the City Clerk will review the form for approval, completeness, and processing.

Hard-copy records approved for destruction must be destroyed by the Department Records Coordinator(s) (or designee) using one of the following methods:

- **Shredding & Recycling Bin:** Expired records that are not confidential.
- **Shredding:** All other records approved for destruction.

NOTE: Confidential records must be shredded by the Department Record Coordinator(s) (or designee). Commercial Services may be used for the destruction of paper documents, if destruction is completed on-site at City facilities. A Certificate of Destruction from the commercial services must be submitted to the City Clerk's Office and will be maintained with the approved Records Destruction Request Form.

Destruction of Official Records in electronic format must follow the same approval process as outlined above for the destruction of hard-copy records. Upon approval, electronic records must be destroyed by the Department Records Coordinator(s) (or designee) using methods that permanently delete the records.

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The destruction process must include all Duplicate Copies of the Official Record, regardless of which department maintains the duplicates.

Following the destruction of records, the City Clerk (or designee) shall certify that the records have been destroyed. All Certificates of Destruction shall be maintained in the City Clerk's Office.

9. DEFINITIONS

Active Records: Records referenced and readily accessible in the general conduct of current City business.

Citation(s): “Citations” listed in the Records Retention Schedule are the legal bases for a minimum retention period, as required by federal, state, regional and/or local governmental agencies.

Confidential Record: There are many sources of legal authority that define a “Confidential Record” including, but not limited to, the *California Public Records Act*, Government Code §7920 through §7930.215. Therefore, it would be impractical to list all definitions of a “Confidential Record” within this Policy. If there is any question as to whether a record is a Confidential Record, staff should consult with the City Clerk and/or City Attorney prior to disclosure.

In general, a “Confidential Record” is any record not disclosed to the public unless directed by court order. Examples of a “Confidential Record” may include, but are not limited to, the following:

- a. Personnel Records:
Examples include any personnel, medical or similar files, the disclosure of which would cause an unwarranted invasion of personal privacy.
- b. Pending Litigation or Claims:
In general, Government Code §6254 provides that when litigation or a claim is filed against the City, the records pertaining to the litigation or claim are exempt from public disclosure until the litigation or claim has been adjudicated or settled.
- c. Attorney/Client Privilege and Attorney Work Product:
It should be presumed that all communications from the City Attorney’s Office on behalf of the City are subject to attorney/client privilege, and the communications should be protected accordingly.
- d. Police Records and Investigative Reports:
Examples include, but are not limited to, a wide variety of records such as:
 - Police investigations, intelligence, analysis, and conclusions
 - Information that may endanger the safety of any person
 - Juvenile records
 - Active case files
- e. Feasibility Studies for Property Acquisition or Public Contracts:
Unless required to be disclosed by eminent domain law, feasibility studies relative to the acquisition of property, or to prospective public supply and construction contracts, are not disclosed until all the property has been acquired or until the contract or agreement has been executed.

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f. Proprietary Information Obtained by the City:

Proprietary information will not be disclosed if any of the following apply:

- a. The outside party providing the information submits the information with the expressed intention to maintain the confidence.
- b. The information has not previously been disclosed to others.
- c. The outside party has a reasonable expectation that the information will be maintained in confidence based upon how the City obtained the information.

Examples include, but are not limited to, financial information or computer source code submitted as a condition of a license, permit or certificate.

g. State Board of Equalization Data:

The City may collect and store confidential information about taxpayers and send this information to the California State Board of Equalization (Board). The City and the Board have a responsibility under the law to protect this information from unauthorized access, use, and disclosure.

Taxpayers may authorize the transmission of confidential information via e-mail by providing written authorization to the City or to the Board. If authorization is provided, the confidential information will only be sent to individuals who have a legitimate business need to view the information (the taxpayer and/or their representative).

In addition, the City also receives information from the Board that is confidential information regarding the sales tax generated by specific businesses that, under State law, is confidential.

Public Interest Balancing Test

If a writing does not fit a specific category of exemption, the writing *may* still be exempt if it meets the Public Interest Balancing Test. According to GC §6255(a), "The agency shall justify withholding any record by demonstrating that the record in question is exempt under express provisions of [the Public Records Act] or that on the facts of the particular case the public interest served by not disclosing the record clearly outweighs the public interest served by disclosure of the record." Since there is a significant body of case law analyzing this balancing test, City staff must consult with the City Attorney's office when determining whether a record may be disclosed upon request.

Databases: "Databases" consist of electronic files and fields of data, which manage and store information useful to the department or division. "Databases" are modified over time through the addition, deletion, or modification of data. "Databases" may be maintained by the City or hosted by outside sources. The specific policy regarding databases can be found in Section 6.1.7.

Duplicate Copy: A record that is a copy of an Official Record if the copy is not within the definition of a "Trusted Copy". In addition to hard copies of Official Records, "Duplicate Copies" also include, but are not limited to, database backups or other copies of electronic records.

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Electronic Mail (E-mail): Messages and communications transmitted over internal and external networks are considered “Electronic Mail”. The City considers “Electronic Mail” a transitory record, and the City’s policy on “Electronic Mail” is addressed in Section 5.5.5.

Electronic Records: Records that contain information readable by machine or computer, and which may include information such as text, numbers, graphs, line drawings, pictures, images, video, or sound are considered “Electronic Records”. Examples of “Electronic Records” include, but are not limited to, the following:

- Audio or video recordings
- Electronic mail
- Databases
- Digital images
- Presentation graphics
- Word processing files
- Spreadsheet files
- Voicemail

“Electronic Records” reside on, but are not limited to, media such as magnetic disks or tapes, audio or video cassettes, optical disks, DVDs, CDs, hard drives, or memory sticks.

Historical Records: Records valuable to future researchers that document accomplishments, changes, and growth of the City.

Inactive Records: Records that are no longer referenced, nor required to be readily accessible, in the general conduct of current City business. Such records may be stored at an off-site storage location or within the work area during their required retention period.

Indexes and Metadata: Information supporting a record that is unique and distinguishes one record from another. “Indexes” and “Metadata” may include, but are not limited to, record titles, record series codes, sequential identification numbers, dates, Office of Record, project number, account number, or other source information describing the record’s contents. Such information, in and of itself, does not constitute a record.

Litigation Hold: A temporary hold on destruction of any documents potentially relevant to reasonably anticipated, pending or threatened litigation.

Media: The physical format in which a record is maintained including, but not limited to, paper, photographic, micrographic, computer storage, and any other recording or storage method.

Non-record Writing: Any writing which is not within the definition of a Record. Examples of “Non-record Writings” include writings that are not directly related to the conduct of the City’s business and/or are used specifically for reference including, but not limited to, textbooks, brochures, catalogs, or seminar announcements.

Official Record: An “Official Record” is the original record or “Trusted Copy” having the legally recognized and enforceable quality of any writing containing information related to the conduct of the City’s business.

Office of Record (OOR): The department within the City that is responsible for maintaining a particular record series in accordance with this Policy and the Records Retention Schedules is considered the “Office of Record”. The Records Retention Schedules identify the “OOR” for each record series. Typically, the “OOR” is the department that originates the record. Exceptions may be noted on the Records Retention Schedules.

CITYWIDE RECORDS AND INFORMATION MANAGEMENT PROGRAM

Permanent Records: Records that are required to be kept in perpetuity, usually identified by statute or other written guidance. Examples include, but are not limited to, original minutes, ordinances, resolutions, and land grant deeds.

Record: For retention purposes, a Record includes any writing containing information relating to the conduct of the business prepared, owned, used, or retained by the organization regardless of physical form or characteristics. Records include the subsets of trusted copies, confidential records, vital records, historical records, active records, inactive records, electronic records and transitory records, as defined within this Policy.

Record Inventory: A inventory helps build and maintain the Records Retention Schedules. An inventory of a department's records where the following information is recorded:

- The type of record (record series)
- The date range of the records
- The volume of the records
- The format of the record (paper, microfilm or electronic)

Records Retention Schedule: "Records Retention Schedule" list all 'record series' which are prepared, owned, used, or retained by the City, and identify the required retention period for each record series. The "Records Retention Schedule", and any amendments or updates, are approved by City Council resolution.

Record Series: A set of records which are created, stored and maintained together. "Record Series" are used as a method to organize records by function and/or document type within the City. Examples of different "Record Series" include, but are not limited to, the following:

- Contracts
- Purchase Orders
- Resolutions
- Minutes of official meetings
- Timecards
- Financial Statements

Records Division: A designated area for the storage of inactive records, which is well-organized to allow for efficient retrieval of records as needed from the department. Departments shall maintain custody and control over their records and ensure prompt and efficient handling and destruction of records pursuant to the Records Retention Schedules.

Records Coordinators or Department Records Coordinators: Designated staff within each department or division that are intimately familiar with records maintained in their department or division. The person is the main point of contact between the City Clerk's Office and staff regarding the City's Records and Information Management Program and this Policy as it relates to records in their department or division.

Retention Period: A "Retention Period" is the length of time that a particular record is retained by the City before it is disposed of in accordance with this Policy. The "Retention Periods" for City records are identified on the Records Retention Schedule.

CITYWIDE RECORDS AND INFORMATION MANAGEMENT PROGRAM

Transitory Records: A writing with only transitory (short-lived) value since the information is used for a relatively short period of time. Examples include, but are not limited to, the following documents that are not retained in the ordinary course of business:

- Preliminary drafts
- Notes
- Interagency/intra-agency memoranda
- Voicemail
- Handheld recorders

Trusted Copy: A “Trusted Copy” is a copy of an originally created record if the copy is created on a Trusted System. “Trusted Copies” are photographically, or electronically generated documents controlled by daily operational procedures and policies to ensure reasonable expectations of document integrity, free from physical or electronic additions, subtractions or other modifications that would change the content of the original document.

Once a “Trusted Copy” is created, it will replace the original source document, and the “Trusted Copy” must then be retained as the Official Record in accordance with the requirements of this Policy and the Records Retention Schedules.

Trusted System: As defined by GC §12168.7(c), “Trusted System” means a combination of techniques, policies, and procedures for which there is no plausible scenario in which a document retrieved from or reproduced by the system could differ substantially from the document that is originally stored.” Thus, a “Trusted System” includes any method of creation, management and/or storage of an Official Record, as defined within this Policy.

Vital Record: Includes records that are needed to continue or resume basic City operations in the event of a disaster.

Writing: As defined by Government Code §6252(f), “Writing” means any handwriting, typewriting, printing, photo stating, photographing, photocopying, transmitting by electronic mail or facsimile, and every other means of recording upon any tangible thing any form of communication or representation, including letters, words, pictures, sounds, or symbols, or combinations thereof, and any record thereby created, regardless of the manner in which the record has been stored.”

Thus, “Writing” is a comprehensive definition that includes the subsets of public records, trusted copies, confidential records, duplicate copies, non-record writings, vital records, historical records, active records, inactive records, electronic records, and transitory records, as defined within this Policy.

CITYWIDE RECORDS AND INFORMATION MANAGEMENT PROGRAM

RECORDS RETENTION SCHEDULE

EXHIBIT B

TO BE PROVIDED

DISCUSS AND PROVIDE DIRECTION ON THE CITY'S MID-YEAR BUDGET

Meeting	Agenda Group
Tuesday, February 27, 2024, 5:00 PM	STUDY SESSION Item: 9A
Presented By	Prepared By
Sung Hyun, Director of Finance	Sung Hyun, Director of Finance
Approved By	
Aaron France, City Manager	

DISCUSSION

The City's annual Mid-Year Budget review is scheduled for February 27, 2024. The format of the information presented will be consistent with the format used in prior years.

The City Manager and the Director of Finance have reviewed the carryover and mid-year budget adjustment requests. Should the City Council have any questions or comments prior to the study session, please contact the Director of Finance or the appropriate Department Director.

Additionally, the City continues to engage the community through Speak Up Buena Park! Nearly 1,000 residents have participated in our community discussion around City service needs and priorities, with the goal of incorporating the feedback in this year's budget process.

Here are the top priorities identified by the community:

- Preventing crime, including property crimes, like burglary, robbery and car theft
- Ensuring that children have safe places to play and safe routes to school
- Maintaining 911 emergency response and retaining/attracting well-trained police officers
- Keeping public areas safe and clean
- Keeping Buena Park affordable for middle-class and working people
- Helping maintain the City's quality of life for local residents
- Addressing homelessness

Budget feedback on community priorities:

- Residents have told us public safety is a top priority and the budget currently reflects:
 - The Buena Park Police Department is facing a staffing shortage
 - The City must be able to recruit and retain experienced police officers
 - Even in safe communities like Buena Park, robberies, assaults, burglaries, vehicle thefts and arson all increased in 2022
 - 911 call have increased 24% since 2021, straining response times
- Thousands of Buena Park older adults benefit from our community's senior programs like Meals on Wheels, senior transportation services, and the Buena Park Senior Center. The City strives to continue to offer quality programs that support our growing senior community and allow them to age in place.

- During these uncertain times, the City must preserve local control over Buena Park taxpayer dollars so that they stay local and serve our community's needs ensuring they are spent in our own community on essential City services.

Attachments

Mid-Year Budget Review FY23-24.pdf

Mid-Year Budget Review



A Presentation to the City Council of Buena Park

February 27, 2024

Presentation Outline

■ Mid-Year Budget Review

□ Results from FY 2022-23

- General Fund Revenues
- General Fund Expenditures
- Fund Balance of General Fund
- Self Insurance Funds Reserves
- Reserves - All Other Funds

□ Projected Results for FY 2023-24

- General Fund Projected Revenues
- General Fund Projected Expenditures
- Projected Fund Balance of General Fund

Presentation Outline

- Carryover Requests from FY 2022-23 to FY 2023-24
- Mid-Year Budget Adjustment Requests for FY 2023-24

Speak Up Buena Park!

- Thank you to the nearly 1,000 residents that have participated in our community discussion around City service needs and priorities – we are listening and look forward to incorporating your feedback in this year's budget process.
- Here are the top priorities identified by the community:
 - ✓ Preventing crime, including property crimes, like burglary, robbery and car theft
 - ✓ Ensuring that children have safe places to play and safe routes to school
 - ✓ Maintaining 911 emergency response and retaining/attracting well-trained police officers
 - ✓ Keeping public areas safe and clean
 - ✓ Keeping Buena Park affordable for middle class and working people
 - ✓ Helping maintain the City's quality of life for local residents
 - ✓ Addressing homelessness

Budget Feedback on Community Priorities

- Residents have told us public safety is a top priority and the budget currently reflects:
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 - Even in safe communities like Buena Park, robberies, assaults, burglaries, vehicle thefts and arson all increased in 2022
 - 911 calls have increased 24% since 2021, straining response times
- Thousands of Buena Park older adults benefit from our community's senior programs like Meals on Wheels, senior transportation services and the Buena Park Senior Center. The City strives to continue to offer quality programs that support our growing senior community and allow them to age in place.
- During these uncertain times the City must preserve local control over Buena Park taxpayer dollars so that they stay local and serve our community's needs ensuring they are spent in our own community on essential City services.

Comparison of General Fund Revenues FY21-22 to FY22-23

Description	2022-23 Budget	2022-23 Actual	Over (Under) Budget	2021-22 Actual
Sales Taxes	\$ 32,293,000	\$ 34,986,984	\$ 2,693,984	\$ 33,127,127
Property Taxes	9,825,000	10,939,446	1,114,446	10,118,685
Transient Occupancy Taxes	5,400,000	7,480,551	2,080,551	6,572,341
Motor Vehicle Fees	9,578,000	10,285,453	707,453	9,698,408
Refuse Collection	4,344,480	4,409,011	64,531	4,083,227
Utility User Fees	2,500,000	3,791,044	1,291,044	3,072,861
Franchise Fees	1,960,800	2,419,190	458,390	2,001,040
Court Fines	649,000	2,192,867	1,543,867	280,586
Business Licenses	1,000,000	1,223,796	223,796	1,104,430
Development Fees	1,095,530	1,250,710	155,180	773,211
Building Permits	1,126,460	1,329,456	202,996	1,090,064
Recreation Fees	830,120	998,885	168,765	949,351
Visit Buena Park Marketing	30,000	48,780	18,780	5,000
Paramedic Fees	1,050,000	814,148	(235,852)	1,144,778
Misc & Other Revenues	584,008	1,672,620	1,088,612	747,811
Property Transfer Taxes	400,000	404,488	4,488	503,837
Investment Earnings	550,000	691,401	141,401	(1,076,067)
Grants	4,874,531	4,918,444	43,913	12,512,731
Transfers In	1,352,314	192,151	(1,160,163)	332,605
Pass-Through	1,000,000	1,245,636	245,636	1,047,464
Police Fees	1,391,250	1,235,376	(155,874)	1,101,383
Engineering Fees	351,000	237,798	(113,202)	384,540
Bus Shelter Fees	120,000	117,000	(3,000)	107,250
Total Revenue	\$ 82,305,493	\$ 92,885,235	\$ 10,579,742	\$ 89,682,663

Comparison of General Fund Expenditures FY21-22 to FY22-23

Description	2022-23 Amended Budget	2022-23 Actual	Surplus (Deficit)	2021-22 Actual
City Council	\$ 397,540	\$ 403,629	\$ (6,089)	\$ 403,701
City Manager	1,338,602	1,308,533	30,069	1,169,043
Community Support Services	3,922,491	3,625,455	297,036	3,233,304
City Attorney	297,320	446,838	(149,518)	434,196
City Clerk	715,200	616,599	98,601	479,912
Human Resources	891,940	747,318	144,622	724,402
Finance	1,043,510	986,438	57,072	957,623
Community Development	3,392,170	2,885,599	506,571	2,330,046
Fire Services	14,205,710	14,200,536	5,174	13,758,062
Police Services	34,049,919	32,609,853	1,440,066	30,423,779
Public Works	14,055,244	13,609,580	445,664	12,772,941
Community Services	4,432,951	4,889,382	(456,431)	3,897,247
Non Departmental	2,303,880	1,600,174	703,706	1,657,511
Capital Outlay	582,185	371,024	211,161	195,923
Operating Transfers Out	5,288,099	1,348,948	3,939,151	2,357,972
Total Operating Expenditures	86,916,761	79,649,906	7,266,855	74,795,662
Capital Improvement Projects	2,049,097	545,831	1,503,266	147,533
Total CIP Expenditures	2,049,097	545,831	1,503,266	147,533
Total Expenditures	\$ 88,965,858	\$ 80,195,737	\$ 8,770,121	\$ 74,943,195

General Fund – Fund Balance FY22-23

Fund Balance, Beginning (restated)		\$ 60,824,373
Total Revenues & Transfers In	92,885,235	
Total Operating Expenditures & Transfers Out	<u>79,649,906</u>	
Excess of Revenues/Transfers over		
Operating Expenditures/Transfers		<u>13,235,329</u>
Total Capital Improvement Program Expenditures	<u>545,831</u>	
Revenues/Transfers over (under) Expenditures/Transfers		<u>12,689,498</u>
Fund Balance, Ending		<u>\$ 73,513,871</u>

CITY of BUENA PARK General Fund Reserves/Designations

	<u>FY 2022-23</u>	<u>FY 2021-22</u>
Reserved for Legal Obligations:		
Encumbrances and Legal Obligations	\$ 10,988,487	\$ 6,486,360
Unreserved:		
Designated for continuing capital projects	1,503,266	1,440,290
Designated for land held for resale	17,526,235	8,508,898
Designated for PERS UAL	1,593,849	1,189,821
Designated for future projects	7,526,433	7,826,433
Undesignated:	<u>34,375,601</u>	<u>35,372,571</u>
Total	<u>\$ 73,513,871</u>	<u>\$ 60,824,373</u>

Workers' Compensation Self-Insurance Fund

Actual Reserves - FY 2022-23

Cash Position @ June 30, 2023	\$ 2,341,701
Add: Current Receivables	2,010,163
Less: Current Liabilities	-
Less: Reserve for Claims Payable	<u>(4,817,324)</u>

Net Insurance Deficit @ June 30, 2023	<u>\$ (465,460)</u>
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Projected Reserves - FY 2023-24

Cash Position @ June 30, 2023	\$ 2,341,701
Add: Projected Revenues	2,767,780
Less: Projected Expenses	<u>(1,380,650)</u>
Projected Cash Position @ June 30, 2024	3,728,831
Less: Projected Reserve for Claims Payable	<u>(5,271,262)</u>

Projected Net Insurance Deficit @ June 30, 2024	<u>\$ (1,542,431)</u>
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Public Liability Self-Insurance Fund

Actual Reserves - FY 2022-23

Cash Position @ June 30, 2023	\$ 1,008,249
Add: Current Receivables	1,004,055
Less: Current Liabilities	(20,244)
Less: Reserve for Claims Payable	<u>(1,266,867)</u>

Net Insurance Surplus @ June 30, 2023	<u>\$ 725,193</u>
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Projected Reserves - FY 2023-24

Cash Position @ June 30, 2023	\$ 1,008,249
Add: Projected Revenues	2,401,000
Less: Projected Expenses	<u>(2,031,290)</u>
Projected Cash Position @ June 30, 2024	1,377,959
Less: Projected Reserve for Claims Payable	<u>(2,503,115)</u>

Projected Net Insurance Deficit @ June 30, 2024	<u>\$ (1,125,155)</u>
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Accrued Leave Fund

Actual Reserves - FY 2022-23

Cash Position @ June 30, 2023	\$ 10,597
Add: Current Receivables	44

Accrued Leave Balance @ June 30, 2023	<u>\$ 10,641</u>
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Projected Reserves - FY 2023-24

Cash Position @ June 30, 2023	\$ 10,597
Add: Projected Revenues	255,000
Less: Projected Expenses	<u>(250,000)</u>
Projected Cash Position @ June 30, 2024	15,597

Projected Accrued Leave Balance @ June 30, 2024	<u>\$ 15,597</u>
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Other Funds – Reserves FY22-23

Gas Tax Fund

Cash Position @ June 30, 2023	\$ 6,870,205
Add: Current Receivables	547,673
Add: Unbilled Receivables	-
Less: Encumbrances and Carryovers	-
Less: Current Liabilities	<u>(994,606)</u>
Net Cash Position @ June 30, 2023	6,423,272

Restricted for Continuing Capital Projects

- Annual Pavement Rehab	1,201,413
- Slurry Seal Program	64,079
- Striping Program	190,028
- Annual Wheelchair Ramp	177,458
- Traffic Signal Improvements	230,298
- Annual Battery Backup Upgrades	71,840
- Cerritos Ave Rehabilitation - Lorinda to Carlota	392,700
- Dale Street Complete Streets	14,948
- Regio Avenue Rehabilitation	77,860
- Knott @ Holder Traffic Signal	1,463
- O'Thorpe Ave Pavement Rehab	1,100,000
- Grant Writing for CalTrans STP Grant	17,500
- Knott Ave. Rehab - Ball Rd. to Orange Ave.	62,727

Restricted for Continuing Capital Projects	<u>(3,602,312)</u>
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Restricted Fund Balance @ 6/30/23	<u>\$ 2,820,960</u>
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Other Funds – Reserves FY22-23

Measure M2 Fund

Cash Position @ June 30, 2023	\$ 1,925,132
Add: Current Receivables	358,782
Less: Current Liabilities	<u>(7,293)</u>
Net Cash Position @ June 30, 2023	2,276,621

Restricted for Continuing Capital Projects

- Malvern & Chapman TSSP	53,957
- Orangethorpe TSSP	188,560
- Metrolink Improvements	328,400
- Regio Avenue Rehabilitation	900,000
- O'Thorpe Ave Pavement Rehab	180,211

Restricted for Continuing Capital Projects	<u>(1,651,127)</u>
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Restricted Fund Balance @ 6/30/23	<u><u>\$ 625,494</u></u>
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Other Funds – Reserves FY22-23

HOME Deferred Loan Fund

Cash Position @ June 30, 2023	\$ 1,802,369
Add: Current Receivables	558,017
Less: Current Liabilities	<u>(551,912)</u>
Net Cash Position @ June 30, 2023	<u>1,808,474</u>
Restricted Fund Balance	<u><u>\$ 1,808,474</u></u>

CalHOME Loan Fund

Cash Position @ June 30, 2023	\$ 1,156,637
Add: Current Receivables	182,715
Less: Current Liabilities	<u>(177,923)</u>
Net Cash Position @ June 30, 2023	<u>1,161,430</u>
Restricted Fund Balance	<u><u>\$ 1,161,430</u></u>

Park In-lieu Fund

Cash Position @ June 30, 2023	\$ 3,163,621
Add: Current Receivables	131,546
Less: Current Liabilities	<u>(184,674)</u>
Net Cash Position @ June 30, 2023	<u>3,110,492</u>
Restricted for CIP and Encumbrances	<u>(3,110,492)</u>
Restricted Fund Balance	<u><u>\$ -</u></u>

Other Funds – Reserves FY22-23

Traffic Congestion Relief Fund

Cash Position @ June 30, 2023	\$ 34,398
Add: Current Receivables	143
Net Cash Position @ June 30, 2023	<u>34,540</u>
Restricted for CIP and Encumbrances	-
Restricted Fund Balance	<u><u>\$ 34,540</u></u>

AB2766/AQMD Fund

Cash Position @ June 30, 2023	\$ 569,134
Add: Current Receivables	30,198
Less: Current Liabilities	<u>(405)</u>
Net Cash Position @ June 30, 2023	598,927
Restricted for CIP and Encumbrances	-
Restricted Fund Balance	<u><u>\$ 598,927</u></u>

Other Funds – Reserves FY22-23

Local Law Enforcement Block Grant Fund

Cash Position @ June 30, 2023	\$ 73,269
Add: Current Receivables	304
Less: Current Liabilities	(224)
Net Cash Position @ June 30, 2023	<u>73,349</u>
Restricted Fund Balance	<u>\$ 73,349</u>

Asset Forfeiture Fund

Cash Position @ June 30, 2023	\$ 547,750
Add: Current Receivables	2,269
Less: Current Liabilities	(238,986)
Net Cash Position @ June 30, 2023	<u>311,033</u>
Restricted Fund Balance	<u>\$ 311,033</u>

Proposition 172 Fund

Cash Position @ June 30, 2023	\$ 164,009
Add: Current Receivables	108,026
Less: Current Liabilities	(23,651)
Net Cash Position @ June 30, 2023	<u>248,383</u>
Restricted Fund Balance	<u>\$ 248,383</u>

Other Funds – Reserves FY22-23

COPS/Supplemental Law Enforcement Special Fund

Cash Position @ June 30, 2023	\$ 143,156
Add: Current Receivables	576
Less: Current Liabilities	<u>(9,729)</u>
Net Cash Position @ June 30, 2023	<u>134,004</u>
Restricted Fund Balance	<u><u>\$ 134,004</u></u>

State OCATT Fund

Cash Position @ June 30, 2023	\$ (135,144)
Add: Current Receivables	-
Less: Current Liabilities	<u>-</u>
Net Cash Position @ June 30, 2023	<u>(135,144)</u>
Restricted Fund Balance	<u><u>\$ (135,144)</u></u>

Other Funds – Reserves FY22-23

Capital Projects Fund

Cash Position @ June 30, 2023	\$ (542,696)
Add: Current Assets	532,507
Less: Current Liabilities	(551,949)
Net Cash Position @ June 30, 2023	(562,138)
Restricted for CIP and Encumbrances	-
Restricted Fund Balance	<u>\$ (562,138)</u>

Economic Development Fund

Cash Position @ June 30, 2023	\$ 6,549,655
Add: Current Assets	27,145
Less: Current Liabilities	(87,660)
Net Cash Position @ June 30, 2023	6,489,140
Restricted for CIP and Encumbrances	-
Restricted Fund Balance	<u>\$ 6,489,140</u>

Opioid Settlement Fund

Cash Position @ June 30, 2023	\$ 163,891
Add: Current Assets	-
Less: Current Liabilities	-
Net Cash Position @ June 30, 2023	163,891
Restricted for CIP and Encumbrances	-
Restricted Fund Balance	<u>\$ 163,891</u>

General Fund Revenues FY23-24

Description	Budgeted Revenues	YTD Actual Ending 12/31/23	2023-24 Estimated Revenues	Over (Under) Budget	2022-23 Actual Revenues
Sales Taxes	\$ 33,448,000	\$ 9,579,886	\$ 36,100,000	\$ 2,652,000	\$ 34,986,984
Property Taxes	10,153,500	1,820,274	11,200,000	1,046,500	10,939,446
Transient Occupancy Taxes	8,300,000	3,076,212	7,800,000	(500,000)	7,480,551
Motor Vehicle Fees	10,402,000	-	10,402,000	-	10,285,453
Refuse Collection	4,626,870	1,877,412	4,626,870	-	4,409,011
Utility User Fees	3,100,000	1,732,316	3,900,000	800,000	3,791,044
Franchise Fees	2,038,300	345,633	2,500,000	461,700	2,419,190
Court Fines	822,000	403,109	907,000	85,000	2,192,867
Business Licenses	1,200,000	624,959	1,200,000	-	1,223,796
Development Fees	834,230	423,817	845,180	10,950	1,250,710
Building Permits	1,270,190	746,954	1,269,190	(1,000)	1,329,456
Recreation Fees	805,180	390,506	805,180	-	998,885
Visit Buena Park Marketing	20,000	121,830	20,000	-	48,780
Paramedic Fees	1,050,000	645,303	1,050,000	-	814,148
Misc & Other Revenues	656,720	257,720	697,834	41,114	1,672,620
Property Transfer Taxes	400,000	150,898	400,000	-	404,488
Investment Earnings	764,700	1,534,289	764,700	-	691,401
Grants	4,352,980	3,181,182	4,300,067	(52,913)	4,918,444
Transfers In	397,670	-	397,670	-	192,151
Redevelopment Pass-Through	1,000,000	-	1,000,000	-	1,245,636
Police Fees	1,776,400	916,182	1,964,856	188,456	1,235,376
Engineering/Public Works Fees	176,000	182,573	239,597	63,597	237,798
Bus Shelter Fees	99,460	58,500	124,730	25,270	117,000
Total Revenue	\$ 87,694,200	\$ 28,069,555	\$ 92,514,874	\$ 4,820,674	\$ 92,885,235

General Fund Expenditures FY23-24

Description	2023-24 Amended Budget	YTD Actual Ending 12/31/2023	2023-24 Estimated Expenditures	(Over) Under Budget	2022-23 Actual Expenditures
City Council	\$ 401,050	\$ 200,163	\$ 401,050	\$ -	\$ 403,629
City Manager	1,466,140	713,210	1,466,140	-	1,308,533
Community Support Services	4,337,380	1,412,485	4,337,380	-	3,625,455
City Attorney	307,020	90,911	307,020	-	446,838
City Clerk	707,470	314,278	653,698	53,772	616,599
Human Resources	1,104,708	356,312	941,129	163,579	747,318
Finance	1,157,920	526,053	1,094,190	63,730	986,438
Community Development	3,738,460	1,546,041	3,465,765	272,695	2,885,599
Fire Services	14,913,260	7,451,279	14,913,260	-	14,200,536
Police Services	35,085,983	16,399,724	34,361,426	724,557	32,609,853
Public Works	14,571,240	6,605,510	14,039,461	531,779	13,609,580
Community Services	4,968,170	2,775,943	5,551,886	(583,716)	4,889,382
Non Departmental	2,254,850	527,543	2,254,850	-	1,600,174
Capital Outlay	946,555	246,051	946,555	-	371,024
Operating Transfers Out	3,654,580	-	3,654,580	-	1,348,948
Total Operating Expenditures	89,614,786	39,165,503	88,388,390	1,226,396	79,649,906
Capital Improvement Projects	1,216,070	271,913	1,216,070	-	545,831
Total CIP Expenditures	1,216,070	271,913	1,216,070	-	545,831
Total Expenditures	\$ 90,830,856	\$ 39,437,416	\$ 89,604,460	\$ 1,226,396	\$ 80,195,737

General Fund – Projected Fund Balance FY23-24

		\$ 73,513,871
Total Estimated Revenues/Transfers In	92,514,874	
Total Estimated Operating Expenditures/Transfers Out	<u>88,388,390</u>	
Excess of Revenues/Transfers In over Operating Expenditures/Transfers Out		<u>4,126,484</u>
Total Estimated Capital Improvement Program Expenditures	<u>1,216,070</u>	
Estimated Revenues over (under) Estimated Expenditures		<u>2,910,414</u>
Fund Balance, Ending		<u>\$ 76,424,285</u>

CITY of BUENA PARK General Fund Reserves/Designations

	<u>FY 2022-23</u>	<u>FY 2021-22</u>
Reserved for Legal Obligations:		
Encumbrances and Legal Obligations	\$ 12,000,000	\$ 10,988,487
Unreserved:		
Designated for continuing capital projects	1,500,000	1,503,266
Designated for land held for resale	17,526,235	17,526,235
Designated for PERS UAL	2,093,849	1,593,849
Designated for future projects	7,026,433	7,526,433
Undesignated:	<u>36,277,768</u>	<u>34,375,601</u>
Total	<u>\$ 76,424,285</u>	<u>\$ 73,513,871</u>

Carryover Requests – General Fund FY22-23 to FY23-24

- Community Development
 - Tobacco Enforcement Grant - \$65,806

- Public Works
 - Beverage Container Recycling Grant - \$42,087

Carryover Requests – Other Funds FY22-23 to FY23-24

- Local Law Enforcement Block Grant Fund
 - Justice Assistance Grant (JAG) - \$27,544

- CDBG Fund
 - Rental Assistance Program - \$133,156

Mid-year Requests – General Fund FY23-24

- Community Development
 - Digitization of permit records - \$79,000

- Public Works Department
 - Flooring @ Ehlers Event Center - \$60,000
 - Ground Compactor - \$4,200
 - Edison ROW bollards - \$40,000

Mid-year Requests – Other Funds FY23-24

■ Gas Tax Fund

- ❑ Traffic Signal Improvement CIP - \$80,000
- ❑ Traffic Management Center Upgrade - \$5,000

■ Water Fund

- ❑ Sewer System Personal Protection Equipment - \$4,500
- ❑ Chlorine Analyzer Units - \$7,000
- ❑ Magnetic Induction Meter - \$10,000

Mid-year Requests – Other Funds FY23-24

- Equipment Maintenance/Replacement Fund
 - Outfitting 4 Police Interceptors - \$75,000
 - On-site washing of Police vehicles - \$7,000

- Facilities Maintenance Fund
 - San Marino Park Irrigation Shed Roof - \$15,000
 - Peak Park Pool Room Door - \$4,000
 - Ehler's Event Center Ceramic Room HVAC - \$12,000

Mid-Year Budget Review



A Presentation to the City Council of Buena Park

February 27, 2024

DISCUSS AND PROVIDE DIRECTION REGARDING STREET VENDOR ENFORCEMENT IN THE CITY OF BUENA PARK

Meeting	Agenda Group
Tuesday, February 27, 2024, 5:00 PM	STUDY SESSION Item: 9B
Presented By	Prepared By
Matt Foulkes, Director of Community and Economic Development	Matt Foulkes, Director of Community and Economic Development
Approved By	
Aaron France, City Manager	

DISCUSSION

This study session item was requested by Council Member Brown to discuss and provide direction on the City's efforts to enforce unpermitted sidewalk and pushcart vendors in the City. The study session report will provide an overview of applicable local and state laws, highlight the impacts of illegal street vending on the city and patrons, summarize the City's current enforcement efforts, review measures taken by other Orange County cities, and provide options for City Council consideration.

Legislative History / City Regulations

The California Safe Sidewalk Vending Act, also known as Senate Bill 946 (SB 946), was signed into law in 2018, and became effective in January 2019. This legislation decriminalizes and regulates street vending activities across the state. The key points of SB 946 include:

- *Local Regulation Empowerment:* While decriminalizing street vending, the law empowers cities to regulate vending activities based on their specific needs and priorities. Cities and counties have the authority to establish permitting systems, health and safety standards, and other regulations. In Buena Park, street vendors are required to comply with Buena Park Municipal Code 5.64.
- *Protection of Immigrant Vendors:* SB 946 includes provisions aimed at protecting immigrant vendors. It prohibits the denial of a Street Vending Permit based on a vendor's immigration status.
- *Due Process and Civil Penalties:* The legislation establishes due process protections for vendors facing enforcement actions. It also outlines civil penalties for violations of local vending regulations, emphasizing a fair and transparent process for addressing non-compliance.
- *Prohibition of Criminal Penalties:* SB 946 prohibits criminal penalties for sidewalk vending, emphasizing that violations should be addressed through civil or administrative processes rather than criminal prosecution.

SB 946 represented a significant shift in the state's approach to street vending, aiming to balance the economic needs of vendors with the interests of local communities and businesses. To comply with SB 946, the City adopted Ordinance No.1653 amending BPMC Chapter 5.64 to create a permitting and regulatory program that preserves public parks, rights-of-way, and other public places for their intended purpose, use and enjoyment of the community at large. The BPMC defines 'sidewalk vending' and 'sidewalk vending activities' in order to regulate the location and manner in which sidewalk vending can occur. BPMC Section 5.64.030 prohibits sidewalk vendors in the following areas:

Any public property that does not meet the definition of a sidewalk or pathway, including but not limited to, any roadway, street, alley, park, or parking lot;

Within any area zoned for residential purposes, provided that roaming sidewalk vending activities operated in compliance with this chapter shall not be prohibited;

Within the Entertainment Corridor Specific Plan area, or the Amusement Resort zoning district, including any sidewalks or pathways boarding such area or district;

Sidewalks or pathways located adjacent to Beach Boulevard, between the intersection of Stanton Avenue to the south, and Rosecrans Avenue to the north;

Sidewalks or pathways located adjacent to Crescent Avenue between Stanton Avenue to the east, and Western Avenue to the west;

Sidewalks or pathways located adjacent to La Palma Avenue between Dale Avenue to the east, and Western Avenue to the west;

Sidewalks or pathways located adjacent to Orangethorpe Ave between Auto Center Drive to the west, and Western Avenue to the west;

Sidewalks or pathways located adjacent to Auto Center Drive;

Within 300-feet of a public or private school, or large childcare facility between the hours of 7:00 am and 7:00 pm;

In or immediately adjacent to any area designed for parking, bus zones, stopping, or loading; or in any location where the sidewalk vending facility blocks manholes, utility access points, and/or vents;

In any location which the location of the sidewalk vending facilities would result in a violation of the Americans with Disabilities Act; and

Any location where the operation of sidewalk vending activities creates a reasonably foreseeable danger to the safety of persons or property.

Other significant components of the City's current sidewalk vending regulations include:

- Once issued, Sidewalk Vending Permits must be renewed annually.
- Sidewalk vending activities are prohibited between the hours of 10:00 pm and 7:00 am.
- Sidewalk vendors must allow any government official charged with enforcing laws related to sidewalk vendor activities to inspect their sidewalk vending facility for compliance with the requirements of Chapter 5.64.
- Sidewalk vendors must ensure that all customer queuing, waiting areas, or lines do not block the free flow of pedestrian or vehicular traffic.
- Sidewalk vendors shall comply with the noise standards and may not utilize any sound-generating equipment or devices in connection with operating sidewalk vendor activities.
- Sidewalk vendors must maintain a trash container and immediately clean up any food, waste or grease from public property. The trashcan must be large enough to accommodate customer trash
- A sidewalk vendor may not dispose of customer trash in existing trash receptacles on public property.
- Sidewalk vendors must ensure a 10-foot area immediately surrounding the sidewalk vending facility is free and clear from trash at all times.
- All sidewalk vendors selling food shall, at all times, prominently display the applicable health permit from the county, and display, sell, and offer food in a manner approved by the county.
- Sidewalk vendors must maintain a minimum 4-foot-wide clearance over any pathway, sidewalk, or public property that is free from obstructions.

In addition to location restrictions, sidewalk vendors are required to obtain a Sidewalk Vending Permit from the City, a Business License and any other requirements from the Orange County Health Department. For street vendors selling food, the City's street vending permit application includes:

- A description of the type of food to be sold;
- Whether such foods are prepared on site;
- A copy of the health permit from the Orange County Department of Environmental Health
- Whether such foods will require a heating element inside or on the sidewalk vending facility for food preparation, and the type of heating element.

- Identification of the person and location from where the food or merchandise to be sold will be manufactured, produced, procured, or prepared by the applicant;

Negative Impacts of Illegal Street Vending

Unregulated/illegal street vending can negatively affect the property where the vending is occurring, surrounding businesses, residents and the community at-large. Specifically:

- *Public Safety Concerns:* Illegal street vending often obstructs sidewalks and impedes pedestrian traffic, posing safety risks to both vendors and the public.
- *Public Health Concerns:* Illegal street vending, particularly food vending poses a substantial public health risk for patrons. During recent vendor enforcement actions by the City, it was found that the food being served was not stored correctly and contained evidence of maggots and flies. Additionally, due to the lack of sinks or handwashing stations at the vendor location, the people serving the food were not able to properly clean or sanitize their hands or the utensils further increasing the likelihood of foodborne diseases.
- *Aesthetics and Cleanliness:* Unregulated street vending contributes to litter and improper waste disposal, including disposal of fats, oils and grease onto public sidewalks and right-of-way, negatively affecting the cleanliness and aesthetics of public spaces. Many illegal street vendors do not supply sufficient trashcans leading to patrons dumping their waste into landscape planters or parking lots.
- *Unfair Competition:* Local businesses, particularly brick-and-mortar establishments, may suffer from unfair competition due to illegal vendors operating without adherence to licensing, health, and safety regulations.
- *Loss of Tax Revenue:* Unregulated street vendors have not obtained a business license from the City and do not charge/pay sales tax for their products or food.

Surrounding Cities

A survey of surrounding cities found that most have adopted similar street vending regulations, but very few, if any, have issued street vending permits due the vendors' inability to provide the minimum standards to receive a permit from the Orange County Health Department or the various City regulations. Regarding enforcement, most cities have adopted a similar enforcement practice as Buena Park, which relies on a team consisting of Code Enforcement, Public Works, Police Department, and the Orange County Health Care Agency (OCHCA) to shut down vendors and confiscate their food/equipment. Participation by the OCHCA is vital because it is through the Agency's authority that allows the City to confiscate the food and equipment. The reliance on OCHCA staff to participate in enforcement actions limits the City's ability to perform enforcement as often as it may otherwise want to. For example, Buena Park has only been able to secure OCHCA staff for vendor sweeps a few times per month. Recently, the City of Anaheim approved amendments to its Municipal Code to empower the City to confiscate food and equipment in order to increase the amount of enforcement actions that can be conducted.

Types of Sidewalk Vending

Illegal sidewalk vending in Buena Park primarily occurs in the following forms:

- Large-scale sidewalk food vendors, often referred to as "taco stands": These unpermitted vendors typically set up commercial-style cooking operations at major intersections and arterial streets citywide. They operate primarily in evening and nighttime hours multiple nights per week, often at the same location. These vendors typically sell products (tacos, burritos, etc.) that are cooked and prepared on-site for immediate consumption and operate similar to a restaurant. They rely on propane and/or generators for power; may have multiple employees at a given location, and are often part of larger, out-of-town companies that may operate at multiple locations.
- Small-scale sidewalk food and merchandise vendors, referred to as "fruit and flower vendors". These largely unpermitted vendors operate small-scale, roaming carts or stands that sell foods and goods such as fruits, flowers, or ice cream. Locations vary citywide and include major intersections, freeway off-ramps, parks, and within various residential neighborhoods. The majority of these vendors do not have sidewalk vending permits.

- Small goods and services providers, referred to as “phone vendors”. These unpermitted vendors typically located on sidewalks near big box retailers and/or major intersections and bus stops who offer Lifeline/government-subsidized phone services and devices. These vendors typically operate during daytime hours and are characterized by small shade structures and tables for paperwork transactions.

City Enforcement Efforts

Over the past seven months, Code Enforcement has opened 48 code cases regarding illegal street vending. Since illegal street vending primarily occurs in the evening and on weekends, Code Enforcement staff has relied on overtime hours for Code Officers to conduct vendor sweeps. As a result, Code Enforcement has used eighty-two (82) overtime hours and numerous hours during daily operations, which represents nearly the full allotment budgeted for overtime for the fiscal year.

During enforcement operations, the OCHCA impounds all food items and equipment under the authority of Division 104, Part 7, Section 114393, of the California Health and Safety Code. All perishable items are immediately disposed and the equipment is destroyed after 30 days. Typically, the street vendors do not carry identification and are not the responsible party or owners of the equipment. While the street vendors themselves are not resistant during the enforcement actions, it is common for patrons waiting in line to become verbally aggressive with staff, which has required intervention from the Police Department on several occasions. Even after confiscation of all food and equipment, it is not uncommon to have the same street vending operation back out on the sidewalk the following night or following week with new equipment.

Options for Future Enforcement

The transient nature of illegal street vending makes enforcement efforts challenging. While the enforcement team of OCHCA, Code Enforcement, Public Works, and the Police Department is effective in the short-term at closing down a vendor location, there seems to be little long-term impact or a marked reduction in the number of vendors in the City. Additionally, the staff time and overtime costs associated with these evening and weekend enforcement actions are cost prohibitive and have effectively eliminated any available overtime hours for other types of enforcement efforts. The City of Fontana recently contracted with the consultant firm 4Leaf to assist with the City’s code enforcement efforts during nights and weekends for up to six-months. Fontana officials allocated approximately \$600,000 for these contract services.

Additional options for consideration include amendments to the BPMC, similar to the approach taken in Anaheim to allow Code Enforcement to confiscate equipment and food without the need for OCHCA participation. This code amendment would allow for an increased amount of enforcement efforts, but would not reduce the City’s costs associated with vendor enforcement. Lastly, the City Council could consider an expanded outreach and education campaign that could accompany enforcement actions that would provide educational programs to inform vendors and the public about the legal requirements to obtain a Street Vending Permit with the goal of transitioning illegal vendors into legal ones.

DISCUSS AND PROVIDE DIRECTION ON AMENDMENTS TO THE BUENA PARK MUNICIPAL CODE PERTAINING TO URBAN HOMESTEADING

Meeting	Agenda Group
Tuesday, February 27, 2024, 5:00 PM	STUDY SESSION Item: 9C
Presented By	Prepared By
Matt Foulkes, Director of Community and Economic Development	Matt Foulkes, Director of Community and Economic Development
Approved By	
Aaron France, City Manager	

DISCUSSION

This study session item was requested by Mayor Sonne, and Councilmembers Traut and Castañeda, to discuss and provide direction on potential amendments to the Buena Park Municipal Code (BPMC) regarding urban homesteading. Urban homesteading is an increasingly popular and sustainable practice that allows community members to cultivate land, typically backyards (single-family) or common open space (multi-family), for personal use, community building, and food production. In addition to growing fruits, vegetables and herbs, cultivation may also include the keeping of small livestock (e.g. chickens, ducks, goats and pigs) as well as beekeeping. Urban homesteading promotes sustainable living by encouraging residents to grow their own food, reducing the carbon footprint associated with transportation, and contributing to local food resilience.

Currently, the BPMC only allows horticultural production, the keeping of small animals, and beekeeping on properties located within the Agricultural (A) Overlay zone. There are (15) parcels in the City with this overlay zone attached, all located on Haldor Place. These Agricultural Overlay properties may be used for the following agricultural activities in addition to the uses authorized for the underlying single-family residential zone:

- Horticultural production;
- Plant nursery;
- Orchards and tree crops;
- Field crops, berry crops, bush crops, truck gardening;
- Agricultural accessory uses and structures.

In addition to the above uses, properties in the Agricultural Overlay may also keep livestock including: rabbits, fowl, and not more than two horses, mules, cows, goats, sheep, or similar large animals in any combination. Any animal keeping structure must be located at least:

- 100 feet from the front property line;
- 30 feet from any other property line;
- 40 feet from any dwelling or other building used for human habitation.

Beekeeping is also permitted provided that no more than two (2) bee colonies or beehives are on a lot. However, no more than two (2) honey-collecting cells per colony are permitted provided:

- Each hive or colony shall be located to the rear of a main structure and at least 15-feet from every property line;

Hives or colonies shall be the property of, and maintained by, the residents of the property upon which the hives are located;

An adequate water supply shall be provided on-site at all times;

All colonies are registered with the Orange County Agricultural Commissioner.

Other Cities Regulations

Within Orange County, there are several cities that allow various forms of urban homesteading. A sample of nearby cities regulations are provided below:

Fullerton: Small livestock such as poultry, rabbits, pot-bellied pigs and miniature horses may be kept, provided no coops or pens are located within 30-feet of a habitable dwelling on adjacent property. Crowing roosters are prohibited. Livestock such as cattle, goats, sheep and horses may be kept on a single-family property with a minimum lot size of 32,000 square feet provided no animals are permitted within 50-feet to a habitable dwelling on adjacent property and 30-feet to a patio, swimming pool or similar facility on adjacent property.

Anaheim: In some areas of Anaheim, residents are allowed to keep chickens (hens only) under certain restrictions.

Cypress: The keeping of animals and horticulture is permitted on properties within the RS-15,000 zone subject to minimum lot size and setback requirements.

La Habra: Allows for the keeping of livestock and bees within its Agricultural or Open Space zones. Beehives must be at least 25 feet from any property line of the lot or parcel of land upon which it is situated. Poultry, rabbits or similar livestock raised for food are permitted, if not more than 12 of any one or combination of such animals may be maintained on one lot. Livestock and pens/coops must be at least 50 feet from any building used for human habitation, or within 100 feet of the front lot line, or within 100 feet of any public park, school or hospital.

Potential Negative Impacts of Urban Homesteading

While urban homesteading offers several benefits to the community, it also comes with potential challenges and issues.

Some potential problems with urban homesteading include:

- **Noise and Smell:** The presence of small livestock, compost piles, or other common homesteading features have the potential to generate noise and odors that can be disruptive to adjacent residential properties in close proximity.
- **Vector/Pest Issues:** The introduction of crops, small livestock and composting can attract pests like insects or rodents. Additionally, the pest management practices of a property owner could utilize pesticides and insecticides that may be harmful to adjacent properties.
- **Neighbor Relations:** Urban homesteading activities, such as composting, crop cultivation, or keeping chickens, can negatively affect neighboring properties leading to disputes over noise, odors, pests, or aesthetic concerns.

Potential Ordinance Elements

Should the City Council direct staff to amend the BPMC to expand the areas where urban homesteading activities are permitted; the following elements would be incorporated:

- **Lot Size and Setback Requirements:** Define minimum lot sizes for additional zones where urban homesteading could be permitted and establish minimum setback requirements for coops/pens to minimize odor and noise concerns and to maintain aesthetics.
- **Permitting/Review Process:** Establish a streamlined review and permitting process for residents proposing to engage in urban homesteading activities on their property while ensuring compliance with minimum standards.
- **Community Garden Standards for Multi-Family Development:** Development of additional standards for the creation and ongoing maintenance of 'community' gardens within common open space on multi-family properties, if desired.
- **Education and Outreach Programs:** Explore partnership opportunities with local colleges and horticulture organizations to provide educational programs about urban homesteading practices, and provide resources to community members.

Conclusion

Subject to the incorporation of appropriate standards and guidelines to minimize the negative effects to adjacent properties, amending the BPMC to expand the zones where urban homesteading activities may occur aligns with the City's values on environmental sustainability, community building, and the well-being of its residents.

DESIGNATE A COUNCIL MEMBER AS THE CITY'S VOTING DELEGATE AND ALTERNATE VOTING DELEGATE FOR THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) GENERAL ASSEMBLY BUSINESS SESSION

Meeting	Agenda Group
Tuesday, February 27, 2024, 5:00 PM	STUDY SESSION Item: 9D
Presented By	Prepared By
Adria Jimenez, MMC, Director of Government and Community Relations/City Clerk	Adria Jimenez, City Clerk
Approved By	
Aaron France, City Manager	

DISCUSSION

The Southern California Association of Government (SCAG)'s 2024 General Assembly is scheduled for May 2 and 3, 2024, in Palm Desert. SCAG is requesting the City designate a voting delegate and alternate voting delegate by City Council Minute action. SCAG Bylaws indicated that if there is a Buena Park Council Member who serves on the SCAG board that person is considered the delegate, unless the City Council wishes to select a different delegate. Currently, Council Member Brown is serving as the President of SCAG, which qualifies him to serve as the City's voting delegate. However, the City Council may select an alternate voting delegate from among those Council Members attending the conference.

Additionally, the General Assembly Delegate Representative for Buena Park has an opportunity to propose any policy matter for determination by the General Assembly in the form of a proposed Resolution, and revisions to SCAG Bylaws. All proposed Resolutions and/or Bylaw revisions will be reviewed by SCAG's Bylaws and Resolutions Committee, and thereafter the Regional Council, before being considered at the General Assembly Business meeting. Once additional information is received on the proposed resolutions, staff will return to City Council for review and to provide direction to the City's delegates on how to proceed with voting.