



**City Council and the
Brea Arts Corporation Agenda**

Closed Session - 5:30 p.m.

Study Session - 6:00 p.m.

General Session - 7:00 p.m.

Tuesday, November 4, 2025, 7:00 PM

COUNCIL CHAMBERS

1 Civic Center Circle

Brea, California 92821

Blair Stewart, Mayor

Cecilia Hupp, Mayor Pro Tem

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

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

Procedures for Addressing the Council

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

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

Written comments may be submitted in advance of the meeting by emailing cityclerksgroup@cityofbrea.gov. Written comments received by 3 p.m. on the day of the meeting will be provided to the Council, will be made available to the public at the meeting, and will be included in the official record of the meeting.

Special Accommodations

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (714) 990-7757. Notification 48 hours prior to the meeting will enable City staff to make reasonable arrangements to ensure accessibility. (28 CFR 35.102.35.104 ADA Title II)

Important Notice

The City of Brea shows both live broadcasts and replays of City Council Meetings on Brea Cable Channel 3 and over the Internet at www.cityofbrea.gov. Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice as previously described.

1. CLOSED SESSION - EXECUTIVE CONFERENCE ROOM 3RD FLOOR - 5:30 P.M.

1.A. Call to Order/Roll Call

1.B. Public Comment

1.C. Conference with Legal Counsel Pursuant to Government Code Section 54956.9(d)(4) - Anticipated Litigation. Initiation of Litigation: 1 potential case.

2. STUDY SESSION - EXECUTIVE CONFERENCE ROOM 3RD FLOOR - 6:00 P.M.

2.A. Call to Order/Roll Call

2.B. Public Comment

2.C. Clarify Regular Meeting Topics

2.D. Appoint Proxy Holder and Nominee for the Office of Director at the Annual Meeting of Stockholders of Cal Domestic Water Company

2.E. Donation Distribution Discussion

2.F. Comprehensive User Fee Study Update

2.G. Council Member Reports/Requests

2.H. Study Session Adjournment

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

3.A. Call to Order/Roll Call

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

3.C. Invocation: Pastor Vaughn Jarrett, The Way Christian Community Churches

3.D. Report - Prior Study Session

3.E. Community Announcements

3.F. Matters from the Audience

3.G. Response to Public Inquiries

4. ADMINISTRATIVE ITEMS

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

4.A. Waive Full Reading of and Introduce Ordinance No. 1268, an Ordinance of the City of Brea Extending the Term of a Pipeline Franchise Granted to Cardinal California Pipeline, L.P., and Approve a CEQA Exemption Determination

- 1. Waive full reading of and introduce Ordinance No. 1268, "An Ordinance of the City Council of the City of Brea extending the term of a Pipeline Franchise granted to Cardinal California Pipeline, L.P.," by title only and approve a California Environmental Quality Act (CEQA) exemption determination; and
- 2. Appropriate any revenues received as part of this franchise in the Fiscal Year 2025-2026 Operating Budget; and
- 3. Authorize the City Clerk to accept a new faithful performance bond upon final adoption of the Ordinance.

5. CONSENT CALENDAR

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

5.A. October 21, 2025 Regular City Council Meeting Minutes

- 1. Approve.

5.B. Approval of the 9-1-1 Phone System Maintenance Contract

- 1. Approve an agreement with AT&T for the 9-1-1 Phone System Maintenance Contract for a six-month term;
- 2. Authorize the Chief of Police or their designee to execute the agreement; and
- 3. Amend the Fiscal Year 2025-27 General Fund (110) Operating Budget to appropriate \$38,316.25 for the six-month agreement with reimbursement from Cal OES.

5.C. City Disbursement Registers for October 17 and October 24, 2025

- 1. Receive and file.

6. BREA ARTS CORPORATION - CONSENT

6.A. Brea Arts Corporation Annual Report for Fiscal Year 2024-25

- 1. Receive and file.

7. ADMINISTRATIVE ANNOUNCEMENTS

7.A. City Manager

7.B. City Attorney

7.C. Council Requests

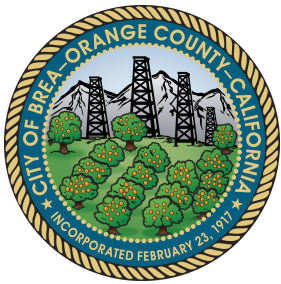
8. COUNCIL ANNOUNCEMENTS

8.A. Council Announcements

9. ADJOURNMENT

9.A. Meeting Adjournment

Date Posted: October 30, 2025



CITY *of* BREa

**City Council Regular Meeting
Communication
November 4, 2025
Item No. 2D.**

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

TO	PREPARED BY
Honorable Mayor and City Council Members	Victoria Popescu, City Clerk
DEPARTMENT HEAD APPROVAL	CITY MANAGER APPROVAL
Kristin Griffith, City Manager	Kristin Griffith, City Manager

RECOMMENDATION

Authorize Christopher D. Blake, or in his absence, Michael O. Quinn, to vote all shares of the City of Brea in California Domestic Water Company at the 2025 Annual Meeting of Shareholders to be held on Friday, November 21, 2025; and nominate Thomas J. Prenovost, Jr. to serve as a member of the Board of Directors for a two-year term commencing in November 2025 and ending in November 2027, or until his successor is duly qualified and elected.

BACKGROUND/DISCUSSION

The City of Brea is shareholder of 2,320.50 shares of California Domestic Water common stock. The annual meeting of shareholders will be held on Friday, November 21, 2025 at 9:30 a.m. at the offices of the Cal Domestic Water Company, 15505 Whittier Boulevard, Whittier, California. The meeting will be held for the purposes of electing the members of the Board of Directors and transacting any other such business as may properly come before the meeting, or any adjournments thereof. The Nominees for election to the Board of Directors of California Water Company include: Donald J. Hannah, Jr., Thomas J. Prenovost, Jr., and Richard J. Rich. The three (3) nominees identified will, if elected, serve a two-year term commencing in November 2025 and ending in November 2027, or until their respective successors are duly qualified and elected.

Thomas J. Prenovost, Jr. and Christopher D. Blake have both served separate terms on the California Domestic Water Board of Directors and have both, at separate times, been authorized to vote all shares of the City of Brea in California Domestic Water Company at their Annual Meetings of Shareholders dating back to 2015 and 2016 respectively.

Attachments

[Notice of Meeting.pdf](#)

[Notice of Nomination.pdf](#)



California Domestic Water Company

October 17, 2025

Ms. Kristin Griffith, City Manager
City of Brea
1 Civic Center Circle
Brea, Ca 92821-5732

Shareholder(s) of Record:
City of Brea

Number of Shares Owned:
2,320.50

NOTICE OF 2025 ANNUAL MEETING OF SHAREHOLDERS

Notice is hereby given upon action of the Board of Directors determining that the 2025 Annual Meeting of Shareholders of California Domestic Water Company will be held at the offices of the Company,

15505 WHITTIER BLVD, WHITTIER, CA 90603

on

FRIDAY, NOVEMBER 21, 2025 AT 9:30 AM

for the purposes of electing the members of the Board of Directors and transacting any other such business as may properly come before the meeting or any adjournments thereof.

Please carefully read the enclosed Proxy Form. You are urged to mark, sign, and promptly return the completed Proxy Form in the self-addressed postage-paid envelope provided to ensure the presence of a quorum required to transact the business of the meeting and to cast the vote of your shares in accordance with your preferences. The giving of your proxy does not affect your right to vote in person in the event you choose to attend the 2025 Annual Meeting of Shareholders. Only the shareholders of record as of the close of business on Friday, November 7, 2025 shall be entitled to vote their corresponding shares during the 2025 Annual Meeting of Shareholders.

Sincerely,

CALIFORNIA DOMESTIC WATER COMPANY


Lynda Noriega
President



California Domestic Water Company

5533001 | Shares Owned = 2,320.50

City of Brea

1 Civic Center Circle

Brea, Ca 92821-5732

**CALIFORNIA DOMESTIC WATER COMPANY
PROXY FORM FOR THE 2025 ANNUAL MEETING OF SHAREHOLDERS TO BE HELD ON
FRIDAY, NOVEMBER 21, 2025 AT 9:30 AM**

Christopher D. Blake, or in his absence, **Michael O. Quinn**, is hereby authorized to vote all shares of the undersigned in California Domestic Water Company at the 2025 Annual Meeting of Shareholders to be held on Friday, November 21, 2025, for purposes of electing the members of the Board of Directors and transacting any other such business as may properly come before the meeting, or any adjournments thereof. Nominees for election to the Board of Directors of California Domestic Water Company include:

Donald J. Hannah, Jr.

Thomas J. Prenovost, Jr.

Richard J. Rich

The three nominees identified above will, if elected, serve a two-year term commencing in November 2025 and ending in November 2027, or until their respective successors are duly qualified and elected.

Instructions for Completion:

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

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

Please return the completed Proxy Form in the self-addressed postage-paid envelope provided. All forms must be received by our office no later than **Monday, November 17, 2025** in order to be processed prior to the 2025 Annual Meeting of Shareholders.

I/we instruct my proxy as named above to:

() To vote for the nominees as listed above.

() To withhold my/our vote from any nominee whose name I/we have drawn a line through.

Shareholder of Record: **City of Brea**

Mayor or City Manager

Date

City Clerk

Date

Please submit the completed form on letterhead in duplicate.

**NOTICE OF NOMINATION OF MEMBERS TO THE BOARD OF DIRECTORS
OF CALIFORNIA DOMESTIC WATER COMPANY
TO BE PRESENTED AT THE 2025 ANNUAL MEETING OF SHAREHOLDERS
FRIDAY, NOVEMBER 21, 2025 AT 9:30 AM**

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

Please be advised that the undersigned nominates **Thomas J. Prenovost, Jr.** to serve as a member of the Board of Directors for a two-year term commencing in November 2025 and ending in November 2027, or until his respective successor is duly qualified and elected.

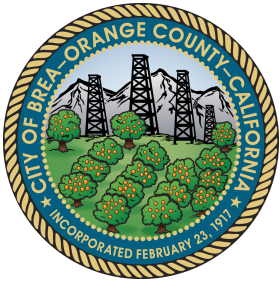
By: _____
City of Brea

Date: _____

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

I hereby acknowledge receipt of the foregoing Notice of Nomination of Directors to the Board of Directors of California Domestic Water Company at the office of the Company this _____ day of _____, 2025.

By: _____
Lynda Noriega, President



CITY *of* BREA

**City Council Regular Meeting
Communication
November 4, 2025
Item No. 2F.**

Comprehensive User Fee Study Update

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

RECOMMENDATION

Staff recommends that the City Council take the following action:

1. Review and consideration of the City's Comprehensive User Fee Study, including the proposed changes and additions to user fees; and
2. Provide direction on scheduling a public hearing to solicit public input, including consideration of a resolution to approve user fees based on the City's Comprehensive User Fee Study.

BACKGROUND/DISCUSSION

In March 2024, the City Council awarded a contract to Willdan Financial Services (Willdan) to conduct a Comprehensive User Fee Study (User Fee Study) and Cost Allocation Plan to determine appropriate fee levels for the various services provided by the City. It is considered a financial best management practice for local agencies to periodically review and update their User Fee schedules to ensure alignment with service delivery costs.

Historically, staff reviewed and considered user fee changes and additions as part of the budget process. However, fee methodologies have not been applied consistently across departments. Local agencies, including the City of Brea, adopt user fees to help recover the cost of providing services or programs to individuals or businesses. The primary objective of a user fee is to ensure that the cost of a service benefiting a specific individual or business is borne by the recipient, rather than being borne by the community as a whole. Thus, a user fee is to recover a portion, up to but not exceeding 100% of the cost of providing the service, from those who directly benefit from it.

The prior user fee study was initiated in October 2015 with a final fee adoption by the City Council on September 18, 2018. The prior comprehensive user fee study focused solely on development-related user fees, which only included user fees from the Planning, Building, Fire, and Public Works Departments. The current study will provide an overall review and evaluation of all the City's issued user fees.

On September 16, 2025, the City Council received a report and presentation on the City's User Fee Study. The presentation, delivered by Willdan, highlighted key elements of the study, including its purpose, process, methodology, and any policy considerations and recommendations provided by the City departments and/or user fee group.

Following the presentation, the City Council requested additional time and information to evaluate each proposed user fee change. Specifically, Council recommended categorizing the user fees based on the status of each proposed change. User fees that remain deposit-based, are recommended to be decreased, or remain unchanged are to be omitted from the user fee list to streamline discussion.

The user fee list (Exhibit A) is sorted based upon the following user fee status:

- User Fees Converted from Deposit Based to Flat Fees - *For less complex development projects, these are user fees that are recommended to shift from a deposit based to a flat fee structure to streamline the collection process for the applicant and the City.*
- New User Fees Proposed - *These are recommended user fees to be added for services that provide benefit to an individual or group.*
- Restructured User Fees Proposed as New - *These are recommended user fees that are currently being charged; however, the methodology of the fee structure is recommended to change to streamline the collection process for the applicant and the City. For the City's User Fee Study, these user fees are considered "new" but may not be a new service to the applicant.*
- User Fees Proposed to be Increased - *These are recommended user fees that are proposed to increase per the City's Comprehensive User Fee Study.*

For additional information, the City's User Fee Study supports the proposed changes and additions (Exhibit B).

FISCAL IMPACT

While the update to the user fees will have a fiscal impact in the form of additional revenue, it is important to note that the revenue is not intended to support new services. Rather, the revenue is intended to offset the costs of providing existing services that are eligible for cost recovery through user fees.

Recovering the costs of providing fee-related services plays a critical role in maintaining the City's fiscal health and its ability to meet service level expectations. When a fee is set to achieve 100% cost recovery, the full cost of the service is borne by the individual receiving it. When a fee recovers less than the full cost, the remaining portion is subsidized by another City revenue source – most commonly, the City's General Fund – to support the delivery of the individualized service.

If considered and approved, any revenue increases will be programmed as part of the budget adjustment process for the City's FY 2025-27 Operating Budget.

Attachments

[Exhibit A - Proposed User Fee List by Status.pdf](#)

[Exhibit B - User Fee Study.pdf](#)

USER FEE LIST

(INCLUDES NEW USER FEES PROPOSED; RESTRUCTURED USER FEES AS NEW; USER FEES CONVERTED FROM DEPOSIT BASED TO FLAT FEE

Sort	Item No. in Fee Study	User Group/Dept	Status	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee \$ Δ
104	27	Building	User Fees Converted from Deposit Based to Flat Fee	Mass/Rough Grading Plan Check - Initial Fee Includes 3 reviews		Per Sheet	\$1,393.07	0%	\$1,393.00	flat	NA
105	28	Building	User Fees Converted from Deposit Based to Flat Fee	Mass/Rough Grading Plan Check - 4th and subsequent reviews		Per Sheet	\$464.36	12%	\$410.00	flat	NA
106	29	Building	User Fees Converted from Deposit Based to Flat Fee	Precise Grading Plan Check - Initial Fee Includes 3 reviews		Per Sheet	\$2,371.10	0%	\$2,371.00	flat	NA
107	30	Building	User Fees Converted from Deposit Based to Flat Fee	Precise Grading Plan Check - 4th and subsequent reviews		Per Sheet	\$790.37	23%	\$610.00	flat	NA
108	31	Building	Fee	Mass/Rough Grading Inspection - 0 - 100 CY	Deposit based		\$736.28	0%	\$736.00	flat	NA
109	32	Building	User Fees Converted from Deposit Based to Flat Fee	Mass/Rough Grading Inspection - 101-1,000 CY		Each additional 100 CY over 100 CY (prorated per	\$2,617.89	0%	\$2,617.00	flat	NA
110	33	Building	User Fees Converted from Deposit Based to Flat Fee	Mass/Rough Grading Inspection - 1,001 - 10,000 CY		CY(prorated per CY - \$427)	\$7,199.19	0%	\$7,199.00	flat	NA
111	34	Building	User Fees Converted from Deposit Based to Flat Fee	Mass/Rough Grading Inspection - 10,001- 100,000 CY		each additional 10,000 CY (prorated per CY \$391.00)	\$12,434.97	0%	\$12,434.00	flat	NA
112	35	Building	User Fees Converted from Deposit Based to Flat Fee	Mass/Rough Grading Inspection - >100,000 CY Plus \$ 8,919.00 (		each additional 10,000 CY or portion thereof over 100,00 CY (prorated per cubic yard \$338.00).	\$17,997.98	0%	\$17,997.00	flat	NA
148	71	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings (Including ADU's) - 0 - 999 sq. ft (3 plan review included)			\$3,743.66	0%	\$3,743.00	flat	NA
149	72	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings (Including ADU's) - 1000 -1,999 sq. ft (3 plan reviews included)			\$4,339.78	0%	\$4,339.00	flat	NA
150	73	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings - 2000 -2,999 sq. ft (3 plan reviews included)			\$4,982.66	0%	\$4,982.00	flat	NA
151	74	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings - 3000 -3,999 sq. ft (3 plan reviews included)			\$5,558.20	0%	\$5,558.00	flat	NA
152	75	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings - 4000 -4,999 sq. ft (3 plan reviews included)			\$6,322.74	0%	\$6,322.00	flat	NA
153	76	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings - 5,000 -6,999 sq. ft (3 plan reviews included)			\$7,005.73	0%	\$7,005.00	flat	NA
154	77	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings - 7,000 -8,999 sq. ft (3 plan reviews included)			\$8,752.74	0%	\$8,752.00	flat	NA
155	78	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings - 9,000+ sq. ft (3 plan reviews included)			NA	NA	To be determined by the Building Official	flat	NA
157	80	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings (Including ADU's) - 0 - 999 sq. ft (3 plan review included)			\$4,848.39	0%	\$4,848.00	flat	NA
158	81	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings (Including ADU's) - 1000 -1,999 sq. ft (3 plan reviews included)			\$5,280.88	0%	\$5,280.00	flat	NA
159	82	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings - 2000 -2,999 sq. ft (3 plan reviews included)			\$7,069.10	0%	\$7,069.00	flat	NA
160	83	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings - 3000 -3,999 sq. ft (3 plan reviews included)			\$7,644.64	0%	\$7,644.00	flat	NA

USER FEE LIST

(INCLUDES NEW USER FEES PROPOSED; RESTRUCTURED USER FEES AS NEW; USER FEES CONVERTED FROM DEPOSIT BASED TO FLAT FEE

Sort	Item No. in Fee Study	User Group/Dept	Status	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee \$ Δ
161	84	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings - 4000 -4,999 sq. ft (3 plan reviews included)			\$8,314.67	0%	\$8,314.00	flat	NA
162	85	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings - 5,000 -6,999 sq. ft (3 plan reviews included)			\$9,206.32	0%	\$9,206.00	flat	NA
163	86	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings - 7,000 -8,999 sq. ft (3 plan reviews included)			\$10,953.32	0%	\$10,953.00	flat	NA
164	87	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings - 9,000+ sq. ft (3 plan reviews included)			NA	NA	To be determined by the Building Official	flat	NA
166	89	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings (Including ADU's) - 0 - 999 sq. ft (3 plan review included)			\$7,325.85	0%	\$7,325.00	flat	NA
167	90	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings (Including ADU's) - 1000 -1,999 sq. ft (3 plan reviews included)			\$7,823.71	0%	\$7,823.00	flat	NA
168	91	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings - 2000 -2,999 sq. ft (3 plan reviews included)			\$9,022.82	0%	\$9,022.00	flat	NA
169	92	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings - 3000 -3,999 sq. ft (3 plan reviews included)			\$10,699.90	0%	\$10,699.00	flat	NA
170	93	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings - 4000 -4,999 sq. ft (3 plan reviews included)			\$11,722.51	0%	\$11,722.00	flat	NA
171	94	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings - 5,000 -6,999 sq. ft (3 plan reviews included)			\$12,745.13	0%	\$12,745.00	flat	NA
172	95	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings - 7,000 -8,999 sq. ft (3 plan reviews included)			\$14,504.52	0%	\$14,504.00	flat	NA
173	96	Building	User Fees Converted from Deposit Based to Flat Fee	One and Two Family Dwellings - 9,000+ sq. ft (3 plan reviews included)			NA	NA	To be determined by the Building Official	flat	NA
175	98	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 0 - 1,999 sq. ft (3 plan review included)			\$3,598.80	0%	\$3,598.00	flat	NA
176	99	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 2,000 - 4,999 sq. ft (3 plan review included)			\$4,356.34	0%	\$4,356.00	flat	NA
177	100	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 5,000 - 9,999 sq. ft (3 plan review included)			\$5,499.49	0%	\$5,499.00	flat	NA
178	101	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 10,000 - 24,999 sq. ft (3 plan review included)			\$7,388.60	0%	\$7,388.00	flat	NA
179	102	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 25,000 - 49,999 sq. ft (3 plan review included)			\$8,307.54	0%	\$8,307.00	flat	NA
180	103	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 50,000 - 49,999 sq. ft (3 plan review included)			\$9,262.36	0%	\$9,262.00	flat	NA
181	104	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 50,000 - 75,000 sq. ft (3 plan review included)			\$10,378.52	0%	\$10,378.00	flat	NA
182	105	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - Over 75,000 sq. ft (3 plan review included)			NA	NA	To be determined by the Building Official	flat	NA
184	107	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 0 - 1,999 sq. ft (3 plan review included)			\$4,110.10	0%	\$4,110.00	flat	NA
185	108	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 2,000 - 4,999 sq. ft (3 plan review included)			\$5,010.81	0%	\$5,010.00	flat	NA
186	109	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 5,000 - 9,999 sq. ft (3 plan review included)			\$6,522.11	0%	\$6,522.00	flat	NA

USER FEE LIST

(INCLUDES NEW USER FEES PROPOSED; RESTRUCTURED USER FEES AS NEW; USER FEES CONVERTED FROM DEPOSIT BASED TO FLAT FEE

Sort	Item No. in Fee Study	User Group/Dept	Status	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee \$ Δ
187	110	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 10,000 - 24,999 sq. ft (3 plan review included)			\$8,083.98	0%	\$8,083.00	flat	NA
188	111	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 25,000 - 49,999 sq. ft (3 plan review included)			\$9,002.92	0%	\$9,002.00	flat	NA
189	112	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 50,000 - 49,999 sq. ft (3 plan review included)			\$10,653.36	0%	\$10,653.00	flat	NA
190	113	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 50,000 - 75,000 sq. ft (3 plan review included)			\$11,442.28	0%	\$11,442.00	flat	NA
191	114	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - Over 75,000 sq. ft (3 plan review included)			NA	NA	To be determined by the Building Official	flat	NA
193	116	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 0 - 1,999 sq. ft (3 plan review included)			\$4,899.98	0%	\$4,899.00	flat	NA
194	117	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 2,000 - 4,999 sq. ft (3 plan review included)			\$6,127.92	0%	\$6,127.00	flat	NA
195	118	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 5,000 - 9,999 sq. ft (3 plan review included)			\$7,871.96	0%	\$7,871.00	flat	NA
196	119	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 10,000 - 24,999 sq. ft (3 plan review included)			\$9,761.06	0%	\$9,761.00	flat	NA
197	120	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 25,000 - 49,999 sq. ft (3 plan review included)			\$10,680.01	0%	\$10,680.00	flat	NA
198	121	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 50,000 - 49,999 sq. ft (3 plan review included)			\$12,330.44	0%	\$12,330.00	flat	NA
199	122	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - 50,000 - 75,000 sq. ft (3 plan review included)			\$15,123.69	0%	\$15,123.00	flat	NA
200	123	Building	User Fees Converted from Deposit Based to Flat Fee	Tenant Improvement - Over 75,000 sq. ft (3 plan review included)			NA	NA	To be determined by the Building Official		NA
203	126	Building	User Fees Converted from Deposit Based to Flat Fee	Garage / Workshop / Green House - 0 - 1,000 sq. ft (3 plan review included)			\$2,141.78	0%	\$2,141.00	flat	NA
204	127	Building	User Fees Converted from Deposit Based to Flat Fee	Garage / Workshop / GreenHouse -1,001 - 3,000 sq. ft (3 plan review included)			\$2,600.47	0%	\$2,600.00	flat	NA
205	128	Building	User Fees Converted from Deposit Based to Flat Fee	Garage / Workshop / Greenhouse- 3,000 + sq. ft (3 plan review included)			NA	NA	To be determined by the Building Official		NA
206	129	Building	User Fees Converted from Deposit Based to Flat Fee	Miscellaneous - Wood deck, patio enclosure, fire damage, minor demolition, spray booth, storage rack (up to 3 plan reviews)	deposit based		\$1,068.08	0%	\$1,068.00	flat	NA
209	132	Building	User Fees Converted from Deposit Based to Flat Fee	Patio Cover/ Lattice/Wood Deck/Porch (Not Enclosed) up to 500 square feet (Up to 3 Plan Reviews)	Deposit Program		\$870.62	0%	\$870.00	flat	NA
210	133	Building	User Fees Converted from Deposit Based to Flat Fee	Patio Cover/Lattice/Wood Deck/Porch (Not Enclosed) each additional 250 square feet (up to 3 plan reviews)			\$370.45	0%	\$370.00	flat	NA
211	134	Building	User Fees Converted from Deposit Based to Flat Fee	Enclosed Patio Cover up to 500 square feet (Up to 3 Plan Reviews)			\$989.20	0%	\$989.00	flat	NA
212	135	Building	User Fees Converted from Deposit Based to Flat Fee	Enclosed Patio Cover each additional 250 square feet (up to 3 plan reviews)			\$435.31	0%	\$435.00	flat	NA
215	138	Building	User Fees Converted from Deposit Based to Flat Fee	Base Fee (3 submittals)		per sheet	\$1,464.85	0%	\$1,464.00		NA
216	139	Building	User Fees Converted from Deposit Based to Flat Fee	Each additional submittal		per sheet	\$274.84	0%	\$274.00		NA

USER FEE LIST

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Sort	Item No. in Fee Study	User Group/Dept	Status	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee \$ Δ
218	141	Building	User Fees Converted from Deposit Based to Flat Fee	less than 0.5 acres			\$6,792.39	0%	\$6,792.00		NA

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Sort	Item No. in Fee Study	User Group/Dept	Status	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee \$ Δ
219	142	Building	User Fees Converted from Deposit Based to Flat Fee	>.5 to 1 Acres			\$11,689.17	0%	\$11,689.00		NA
220	143	Building	User Fees Converted from Deposit Based to Flat Fee	>1-1.5 Acres			\$15,153.16	0%	\$15,153.00		NA
221	144	Building	User Fees Converted from Deposit Based to Flat Fee	>1.5 - 2 Acres			\$16,980.98	0%	\$16,980.00		NA
222	145	Building	User Fees Converted from Deposit Based to Flat Fee	2 - 2.5 Acres			\$18,808.80	0%	\$18,808.00		NA
223	146	Building	User Fees Converted from Deposit Based to Flat Fee	Each additional 1/2 acre > 2.5			\$2,087.25	0%	\$2,087.00		NA
224	147	Building	User Fees Converted from Deposit Based to Flat Fee	Additional Inspections or re-inspections		per hour	\$163.62	0%	\$163.00		NA
242	165	Building	User Fees Converted from Deposit Based to Flat Fee	Drywall (< 400 Sq. Ft.)		Each	\$268.81	0%	\$268.00		NA
243	166	Building	User Fees Converted from Deposit Based to Flat Fee	Drywall additional 100 sq. ft.		each 100 sq. ft.	\$34.59	2%	\$34.00		NA
244	167	Building	User Fees Converted from Deposit Based to Flat Fee	Stucco (< 400 Sq. Ft.)		Each	\$350.62	0%	\$350.00		NA
245	168	Building	User Fees Converted from Deposit Based to Flat Fee	Stucco additional 100 sq. ft.		each 100	\$47.68	1%	\$47.00		NA
246	169	Building	User Fees Converted from Deposit Based to Flat Fee	Siding (< 400 Sq. Ft.)		Each	\$268.81	0%	\$268.00		NA
247	170	Building	User Fees Converted from Deposit Based to Flat Fee	Siding additional 100 sq. ft.		each 100 sq. ft.	\$34.59	2%	\$34.00		NA
248	171	Building	User Fees Converted from Deposit Based to Flat Fee	New Window or opening		Each	\$164.49	0%	\$164.00		NA
249	172	Building	User Fees Converted from Deposit Based to Flat Fee	Additional window or opening		Each	\$70.55	1%	\$70.00		NA
250	173	Building	User Fees Converted from Deposit Based to Flat Fee	Window or door Replacement		Up to 5 windows	\$334.37	0%	\$334.00		NA
251	174	Building	User Fees Converted from Deposit Based to Flat Fee	additional 5 windows (Each)			\$120.94	1%	\$120.00		NA
252	175	Building	User Fees Converted from Deposit Based to Flat Fee	Roof Solar Tube		Each	\$305.59	0%	\$305.00		NA
253	176	Building	User Fees Converted from Deposit Based to Flat Fee	Skylight		Each (Less than 10 sq. Ft.)	\$387.40	0%	\$387.00		NA
254	177	Building	User Fees Converted from Deposit Based to Flat Fee	Skylight		Each (Greater than 10 sq. Ft. or structural)	\$505.98	0%	\$505.00		NA
255	178	Building	User Fees Converted from Deposit Based to Flat Fee	Light Pole		Each (All trades)	\$836.10	0%	\$836.00		NA
256	179	Building	User Fees Converted from Deposit Based to Flat Fee	Additional light pole		each additional	\$141.10	0%	\$141.00		NA
257	180	Building	User Fees Converted from Deposit Based to Flat Fee	Flag Pole		Each	\$530.51	0%	\$530.00		NA
258	181	Building	User Fees Converted from Deposit Based to Flat Fee	Non-structural Re-Roofing - For the first 3,000 square feet	\$335.00	deposit	\$328.98	0%	\$328.00	flat	-\$7
259	182	Building	User Fees Converted from Deposit Based to Flat Fee	Non-structural - each additional 1,000 square foot			\$93.94	1%	\$93.00	flat	NA

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260	183	Building	User Fees Converted from Deposit Based to Flat Fee	Structural Re-Roofing - For the first 2,000 square feet			\$470.08	0%	\$470.00	flat	NA
261	184	Building	User Fees Converted from Deposit Based to Flat Fee	Structural Re-roofing- each additional 1,000 square foot			\$235.04	0%	\$235.00	flat	NA
262	185	Building	User Fees Converted from Deposit Based to Flat Fee	Non-Retaining Block Wall up to 100 linear feet (City Standard Details) Engineer Design fees to be determined by BO	Deposit Program		\$275.25	0%	\$275.00	flat	NA
263	186	Building	User Fees Converted from Deposit Based to Flat Fee	Non-Retaining Block Wall - each additional 100 linear feet (City Standard Details) Engineer Design fees to be determined by BO			\$137.62	0%	\$137.00	flat	NA
264	187	Building	User Fees Converted from Deposit Based to Flat Fee	City Standard Retaining Wall for up to four feet high, up to 50 linear feet	Deposit Program		\$458.69	0%	\$458.00	flat	NA
265	188	Building	User Fees Converted from Deposit Based to Flat Fee	City Standard Retaining Wall each additional 50 linear feet			\$229.35	0%	\$229.00	flat	NA
266	189	Building	User Fees Converted from Deposit Based to Flat Fee	Non-City Standard Retaining Wall for up to six feet high, up to 50 linear feet - Residential Foundation Repair (up to 3 plan reviews)			\$599.80	0%	\$599.00	flat	NA
267	190	Building	User Fees Converted from Deposit Based to Flat Fee	Non-City Standard Retaining Wall each additional 50 linear feet - Residential Foundation Repair (up to 3 plan reviews)			\$299.90	0%	\$299.00	flat	NA

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Sort	Item No. in Fee Study	User Group/Dept	Status	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee \$ Δ
268	191	Building	User Fees Converted from Deposit Based to Flat Fee	Non-City Standard Retaining Wall for up to nine feet high, up to 50 linear feet (up to 3 plan reviews)	Deposit Program		\$859.48	0%	\$859.00	flat	NA
269	192	Building	User Fees Converted from Deposit Based to Flat Fee	Non-City Standard Retaining Wall each additional 50 linear feet			\$370.45	0%	\$370.00	flat	NA
270	193	Building	User Fees Converted from Deposit Based to Flat Fee	Pool / Spa (Up to 500 sq. ft.) (up to 3 plan reviews)	Deposit Program		\$1,136.62	0%	\$1,136.00	flat	NA
271	194	Building	User Fees Converted from Deposit Based to Flat Fee	Pool / Spa (500 sq. ft. to 1000 sq. ft.) (up to 3 plan reviews)			\$1,864.42	0%	\$1,864.00	flat	NA
272	195	Building	User Fees Converted from Deposit Based to Flat Fee	Pool / Spa (Greater than 1000 sq. ft.) (up to 3 plan reviews)			\$2,555.44	0%	\$2,555.00	flat	NA
274	197	Building	User Fees Converted from Deposit Based to Flat Fee	Temporary Trailer	\$500.00	deposit	\$414.86	0%	\$414.00	flat	-\$86
75	42	Planning	User Fees Converted from Deposit Based to Flat Fee	Administrative Remedy	\$500.00	deposit	\$768.44	2%	\$750.00	flat fee	\$250
39	6	Planning	User Fees Converted from Deposit Based to Flat Fee	Conditional Use Permit - Others		Flat fee	\$4,161.71	4%	\$4,000.00	Flat fee	NA
41	8	Planning	User Fees Converted from Deposit Based to Flat Fee	Minor Conditional Use Permit	\$1,000.00	deposit	\$1,531.95	2%	\$1,500.00	Flat Fee	\$500
43	10	Planning	User Fees Converted from Deposit Based to Flat Fee	Entertainment Permit	\$550.00	Deposit	\$1,266.64	5%	\$1,200.00	flat fee	\$650
52	19	Planning	User Fees Converted from Deposit Based to Flat Fee	Precise Development - Others		Flat fee	\$2,539.37	2%	\$2,500.00	flat fee	NA
61	28	Planning	User Fees Converted from Deposit Based to Flat Fee	Temporary Use Permit - Others		Flat Fee	\$870.32	2%	\$850.00	flat fee	NA
63	30	Planning	User Fees Converted from Deposit Based to Flat Fee	Mills Act Contract	\$250.00	Deposit	\$2,030.09	1%	\$2,000.00	flat fee	\$1,750
65	32	Planning	User Fees Converted from Deposit Based to Flat Fee	Film Permit - Small Scale	\$500.00	Deposit	\$668.95	3%	\$650.00	flat fee	\$150
67	34	Planning	User Fees Converted from Deposit Based to Flat Fee	Preliminary Plan Review	\$2,000.00	deposit	\$2,537.51	1%	\$2,500.00	flat fee	\$500
70	37	Planning	User Fees Converted from Deposit Based to Flat Fee	Tree Removal Permit (up to 5 trees)	\$500.00	Deposit	\$570.37	4%	\$550.00	flat fee	\$50
71	38	Planning	User Fees Converted from Deposit Based to Flat Fee	Tree Removal Permit (6+ trees)		Flat fee	\$822.32	3%	\$800.00	flat fee	NA
76	43	Planning	User Fees Converted from Deposit Based to Flat Fee	Administrative Interpretation		Flat fee	\$1,074.40	7%	\$1,000.00	flat fee	NA
15	15	Administrative Services	New User Fees Proposed	Service Fee	New		NA	NA	The service fee shall vary based on the rate		NA
83	6	Building	New User Fees Proposed	Building Permit Technician Rate	New	per hour	\$93.55	1%	\$93.00		NA
90	13	Building	New User Fees Proposed	Building Inspection (When Building Fires Occurs During Working Hours)	New		\$377.99	0%	\$377.00		NA
91	14	Building	New User Fees Proposed	Building Inspection (When Building Fires Occurs During Non-Working Hours)	New		\$755.99	0%	\$755.00		NA
237	160	Building	New User Fees Proposed	Training Surcharge (AB 717)	New	Per permit	\$3.00	0%	\$3.00		NA
277	200	Building	New User Fees Proposed	Special Inspector Registration (Each Certification)	New	Each Certification	\$330.27	0%	\$330.00		NA
285	208	Building	New User Fees Proposed	CERTIFICATE OF COMPLIANCE (New Construction)	New		\$468.51	0%	\$468.00		NA

USER FEE LIST

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Sort	Item No. in Fee Study	User Group/Dept	Status	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee \$ Δ
286	209	Building	New User Fees Proposed	Processing for Change of Contractor, Architect or Owner	New		\$235.77	0%	\$235.00		NA
294	6	Fire	New User Fees Proposed	Development Fee	Fire Permit Technician Rate	New	\$94.59	2%	\$93.00	per hour	NA
307	19	Fire	New User Fees Proposed	Other Fees	AM&M Review	New	\$188.19	0%	\$188.00	per hour	NA
308	20	Fire	New User Fees Proposed	Fire Prevention Program	IROL Specialty System Fee	New	\$35.00	0%	\$35.00	per report	NA
309	21	Fire	New User Fees Proposed	Fire Prevention Program	Fire Marshal Inspection Fee	New	\$188.19	0%	\$188.00	per hour	NA
310	22	Fire	New User Fees Proposed	Fire Prevention Program	Hazardous Vegetation Inspection Initial Inspection	New	\$111.78	1%	\$111.00		NA

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Sort	Item No. in Fee Study	User Group/Dept	Status	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee \$ Δ
311	23	Fire	New User Fees Proposed	Fire Prevention Program	Hazardous Vegetation Inspection Reinspection (2nd and 3rd Inspection)	New	NA	NA	\$222.00	per inspection	NA
312	24	Fire	New User Fees Proposed	Fire Prevention Program	Hazardous Vegetation Inspection Reinspection (4th and Subsequent Inspections)	New	NA	NA	\$444.00	per inspection	NA
314	26	Fire	New User Fees Proposed	Ambulance Program	First Responder Fee (Non Residents; Senior living, assisted living, residential care, skilled nursing, and long-term acute care facilities that are not meeting the expected standard of care or having excessive lift assist/ help up calls)	New	\$834.86	50%	\$415.00		NA
315	27	Fire	New User Fees Proposed	Ambulance Program	Assessment Fee Non Residents; Senior living, assisted living, residential care, skilled nursing, and long-term acute care facilities that are not meeting the expected standard of care or having excessive lift assist/ help up calls	New	\$1,218.84	66%	\$415.00		NA
49	16	Planning	New User Fees Proposed	Planning Entitlement/Plan Check Supervisory Rate	New	per hour	\$161.73	0%	\$161.00	per hour	NA
50	17	Planning	New User Fees Proposed	Expedited Planning Plan Check Rate (case by case basis at the direction of Director or designee)	New	per hour	\$270.41	0%	\$270.00	per hour	NA
64	31	Planning	New User Fees Proposed	Film Permit - Large Scale	New		NA	NA	\$650.00	Deposit	NA
342	6	Public Works	New User Fees Proposed	Public Works Permit Technician Rate	New	Per Hour	\$104.24	0%	\$104.00	per Hour (FLAT)	NA
343	7	Public Works	New User Fees Proposed	Expedited Public Works Plan Check Rate (case by case basis at the direction of Director or designee)	New	per Hour	\$330.48	0%	\$330.00	per Hour (FLAT)	NA
354	18	Public Works	New User Fees Proposed	Variance Request	New		\$255.88	0%	\$255.00	Flat	NA
355	19	Public Works	New User Fees Proposed	Addressing Review	New		\$308.79	3%	\$300.00	Flat	NA
356	20	Public Works	New User Fees Proposed	90 Day Permit Extension	New		\$77.20	3%	\$75.00	Flat	NA
363	27	Public Works	New User Fees Proposed	Variance Request	New		\$255.88	0%	\$255.00	Flat	NA
364	28	Public Works	New User Fees Proposed	Addressing Review	New		\$308.79	3%	\$300.00	Flat	NA
365	29	Public Works	New User Fees Proposed	90 Day Permit Extension	New		\$77.20	3%	\$75.00	Flat	NA
372	36	Public Works	New User Fees Proposed	Variance Request	New		\$255.88	0%	\$255.00	Flat	NA
373	37	Public Works	New User Fees Proposed	Addressing Review	New		\$308.79	3%	\$300.00	Flat	NA
374	38	Public Works	New User Fees Proposed	90 Day Permit Extension	New		\$77.20	3%	\$75.00	Flat	NA
85	8	Building	Restructured User Fees Proposed as New	Expedited Building Plan Check Rate (case by case basis at the direction of Director or designee)		per hour	\$283.49	1%	\$280.00	per hour	NA

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226	149	Building	Restructured User Fees Proposed as New	Multi-family Residential Buildings (Apartments, Motels, Hotels & Condo & non-residential construction (tenant improvements) - per 100 square feet		per 100 sq ft / single item	\$21.18	1%	\$21.00		NA
227	150	Building	Restructured User Fees Proposed as New	Multi-family Residential Buildings (Apartments, Motels, Hotels & Condo & non-residential construction (tenant improvements) - each additional square feet		each square feet after	\$0.21	1%	\$0.21		NA
228	151	Building	Restructured User Fees Proposed as New	New Single and Two Family buildings - per 100 square feet		per 100 sq ft / single item	\$24.86	3%	\$24.00		NA
229	152	Building	Restructured User Fees Proposed as New	New Single and Two Family buildings - each additional square feet		each square feet after	\$0.25	3%	\$0.24		NA
230	153	Building	Restructured User Fees Proposed as New	Garages, Carports, Covered Patios (attached or detached) Misc structures - per 100 square feet		per 100 sq ft / single item	\$11.98	8%	\$11.00		NA
231	154	Building	Restructured User Fees Proposed as New	Garages, Carports, Covered Patios (attached or detached) Misc structures - each additional square feet		each square feet after	\$0.12	0%	\$0.12		NA
233	156	Building	Restructured User Fees Proposed as New	Mechanical Permit			NA	NA	80% of electrical		NA
235	158	Building	Restructured User Fees Proposed as New	Plumbing Permit			NA	NA	80% of electrical		NA
238	161	Building	Restructured User Fees Proposed as New	Deferred Submittal plan check Fee for flat fee based projects		per hour (2 hrs min.)	\$184.07	0%	\$184.00		NA
239	162	Building	Restructured User Fees Proposed as New	Permit Renewal Fee			NA	NA	All of original fee		NA
240	163	Building	Restructured User Fees Proposed as New	Plan Check Renewal Fee for flat fee based projects			NA	NA	All of original fee		NA
241	164	Building	Restructured User Fees Proposed as New	Expediated Plan Check		per hour (2 hrs min.)	\$276.11	0%	\$276.00	per hour	NA
278	201	Building	Restructured User Fees Proposed as New	ADA Hardship Exemption Form (Processing, review & approval)		per hour (Min. 4 hours)	\$189.00	0%	\$189.00		NA
279	202	Building	Restructured User Fees Proposed as New	Building Code Modification Form or Alternate Means & Methods Form (Processing, review &approval)		per hour (5 hr Min.)	\$189.00	0%	\$189.00		NA
280	203	Building	Restructured User Fees Proposed as New	Temporary Structures/Buildings (Event stages, Event Tents, Construction Trailers,.....)			\$759.27	0%	\$759.00		NA
284	207	Building	Restructured User Fees Proposed as New	Fire Sprinklers (Structural Review)		Building management rate (2 hrs min.)	\$377.99	0%	\$377.00		NA
290	2	Fire	Restructured User Fees Proposed as New	Fire Prevention Program	Fire Suppression Inspection Fee	New	\$83.91	1%	\$83.00	per 1/2 hour	NA
304	16	Fire	Restructured User Fees Proposed as New	Other Fees	Special events permit/inspection fee	New	\$111.78	1%	\$111.00	per hour	NA
305	17	Fire	Restructured User Fees Proposed as New	Other Fees	Special events permit/inspection fee - after hours	New	\$167.67	0%	\$167.00	per hour	NA
316	28	Fire	Restructured User Fees Proposed as New	Development Fee	Fire Permit Extension Fee	New	\$169.62	1%	\$168.00		NA
40	7	Planning	Restructured User Fees Proposed as New	Conditional Use Permit - Amendment		deposit/flat fee	NA	NA	50% of original fee	deposit/flat fee	NA
77	44	Planning	Restructured User Fees Proposed as New	Encroachment License Agreement		flat fee	\$525.02	5%	\$500.00	flat fee	NA
350	14	Public Works	Restructured User Fees Proposed as New	Improvement Plan Review		Per Plan	\$857.60	1%	\$850.00	Flat	NA
351	15	Public Works	Restructured User Fees Proposed as New	per additional sheet		Per Sheet	\$46.05	2%	\$45.00	Deposit	NA
352	16	Public Works	Restructured User Fees Proposed as New	Traffic Control Review (site specific)			\$286.74	1%	\$285.00	Flat	NA
353	17	Public Works	Restructured User Fees Proposed as New	Traffic Control Review (WATCH)			\$77.20	3%	\$75.00	Flat	NA
9	9	Administrative Services	User Fees Proposed to be Increased	Utility Research Assistance Fee	\$38.00	per request	\$139.31	0%	\$139.00		\$101

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12	12	Administrative Services	User Fees Proposed to be Increased	Massage Establishment Permit - Renewal	\$500.00		\$689.13	0%	\$689.00		\$189
13	13	Administrative Services	User Fees Proposed to be Increased	Replacement of Massage Permit	\$25.00		\$134.53	0%	\$134.00		\$109
79	2	Building	User Fees Proposed to be Increased	Initial Parking Permit Application and Renewal Application Permit (In-Person)	\$34.00		\$70.16	0%	\$70.00	flat	\$36
80	3	Building	User Fees Proposed to be Increased	Initial Parking Permit Application and Renewal Application Permit (Online)	\$22.00		\$46.77	2%	\$46.00	flat	\$24
81	4	Building	User Fees Proposed to be Increased	Overnight Parking Permit Appeals	\$30.00		\$117.88	1%	\$117.00	flat	\$87
84	7	Building	User Fees Proposed to be Increased	Building Plan Check Rate	\$130.00	per hour	\$157.88	1%	\$157.00	per hour	\$27
88	11	Building	User Fees Proposed to be Increased	Building Inspection Outside Normal Business Hours (4 hrs Min.)	\$219.00	per hour	\$981.71	0%	\$981.00		\$762
97	20	Building	User Fees Proposed to be Increased	Technology Fee (For Permitting System)	0.08% of Construction Permit Valuation		0.21%	3%	0.20%		0.12%
98	21	Building	User Fees Proposed to be Increased	General Maintenance Fee	.00196 x valuation (Valuation Varies)		0.00276%	0%	0.00276%		0.001%
99	22	Building	User Fees Proposed to be Increased	Permit Issuance Fees - Building & Safety Division	\$40.00	per permit (included in FLAT fees)	\$93.55	1%	\$93.00		\$53
100	23	Building	User Fees Proposed to be Increased	Certificate of Occupancy - Ownership Change	\$125.00		\$393.25	0%	\$393.00		\$268
101	24	Building	User Fees Proposed to be Increased	Certificate of Occupancy - All Others	\$313.00		\$715.64	0%	\$715.00		\$402
102	25	Building	User Fees Proposed to be Increased	Certificate of Occupancy - Temporary (TCO)	\$168.00		\$585.92	0%	\$585.00		\$417
201	124	Building	User Fees Proposed to be Increased	Business Signs (Up to 3 signs, same charge for additional 3 signs) (up to 3 plan reviews)	\$80 / \$120		\$458.69	0%	\$458.00		\$338
207	130	Building	User Fees Proposed to be Increased	Miscellaneous - All other items not otherwise identified	\$200 / \$300		\$1,068.08	0%	\$1,068.00	flat	\$768
208	131	Building	User Fees Proposed to be Increased	Miscellaneous - General residential minor repairs	\$55 / \$80		\$285.14	0%	\$285.00	flat	\$205
273	196	Building	User Fees Proposed to be Increased	Small Appliances - For the first appliance	\$50.00		\$105.20	0%	\$105.00	flat	\$55
287	210	Building	User Fees Proposed to be Increased	Reinstatement of Expired Building Application (at discretion of Building Official) Each Extension	168.00		\$235.77	0%	\$235.00		\$67
288	211	Building	User Fees Proposed to be Increased	Reinstatement of Expired Permit (at discretion of Building Official) Each Extension	168.00		\$235.77	0%	\$235.00		\$67
292	4	Fire	User Fees Proposed to be Increased	Development Fee	Fire Plan Check Rate	\$133.00	\$218.02	0%	\$218.00	per hour	\$85
295	7	Fire	User Fees Proposed to be Increased	Development Fee	After Hours Fire Inspection Rate	\$133.00	\$167.67	0%	\$167.00	per hour	\$34
296	8	Fire	User Fees Proposed to be Increased	Development Fee	After Hours Plan Check Rate	\$133.00	\$327.02	0%	\$327.00	per hour	\$194
298	10	Fire	User Fees Proposed to be Increased	Development Fee	Expedited Fire Plan Check (case by case basis at the direction of Director or designee)	\$200.00	\$282.29	1%	\$280.00	per hour	\$80
299	11	Fire	User Fees Proposed to be Increased	Development Fee	Permit Issuance Fee	\$40.00	\$94.59	1%	\$94.00	each permit	\$54

USER FEE LIST

(INCLUDES NEW USER FEES PROPOSED; RESTRUCTURED USER FEES AS NEW; USER FEES CONVERTED FROM DEPOSIT BASED TO FLAT FEE

Sort	Item No. in Fee Study	User Group/Dept	Status	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee \$ Δ
300	12	Fire	User Fees Proposed to be Increased	Other Fees	Fire Code Non-Compliance Fee for Re-inspection after 2nd re-inspection	\$231.50	NA	NA	\$300.00		\$69
301	13	Fire	User Fees Proposed to be Increased	Other Fees	Fire False Alarm Response	\$192.00	\$671.31	0%	\$671.00	per occurrence	\$479
302	14	Fire	User Fees Proposed to be Increased	Special Activity Permit	Fire Code Interpretation Fee	\$42.00	\$188.19	0%	\$188.00	per hour (\$376	\$146
35	2	Planning	User Fees Proposed to be Increased	Appeal Processing (residents - non-applicant)	\$50.00	flat fee	\$2,005.62	63%	\$750.00	flat fee	\$700
46	13	Planning	User Fees Proposed to be Increased	General Plan Maintenance Fee	\$1.96	per \$1,000 of construction value	\$2.76	0%	\$2.76	per \$1,000 of construction value	\$1
47	14	Planning	User Fees Proposed to be Increased	Planning Entitlement/Plan Check Management Rate	\$175.00	per hour	\$249.38	0%	\$249.00	per hour	\$74
48	15	Planning	User Fees Proposed to be Increased	Planning Entitlement/Plan Check Regular Rate	\$109.00	per hour	\$129.72	1%	\$129.00	per hour	\$20
72	39	Planning	User Fees Proposed to be Increased	Zoning Verification Letter	\$291.00	Flat fee	\$404.39	1%	\$400.00	flat fee	\$109
74	41	Planning	User Fees Proposed to be Increased	Plan Review - Others	\$1,000.00	Flat fee	\$1,538.43	2%	\$1,500.00	flat fee	\$500
317	1	Police	User Fees Proposed to be Increased	Audio Duplication	\$35.00	per copy	\$85.80	39%	\$52.00		\$17
318	2	Police	User Fees Proposed to be Increased	Alarm System Application Permit (Residential)	\$25.00		\$43.27	15%	\$37.00		\$12
319	3	Police	User Fees Proposed to be Increased	Alarm System Application Permit (Commercial)	\$25.00		\$43.27	15%	\$37.00		\$12
324	8	Police	User Fees Proposed to be Increased	Citation Sign-Off	\$25.00		\$28.13	0%	\$28.00		\$3
325	9	Police	User Fees Proposed to be Increased	Clearance Letter	\$25.00		\$31.22	1%	\$31.00		\$6
331	15	Police	User Fees Proposed to be Increased	Vehicle Releases (Stored)	\$110.00		\$145.43	0%	\$145.00		\$35
332	16	Police	User Fees Proposed to be Increased	Vehicle Releases (Impounded)	\$162.00		\$207.15	0%	\$207.00		\$45
334	18	Police	User Fees Proposed to be Increased	Video Duplication	\$35.00	per copy	\$110.55	53%	\$52.00		\$17
338	2	Public Works	User Fees Proposed to be Increased	Public Works Plan Check Management Rate	\$167.00	Per Hour	\$286.74	0%	\$286.00	per Hour (FLAT)	\$119
339	3	Public Works	User Fees Proposed to be Increased	Public Works Plan Check Rate	\$171.00	Per Hour	\$220.32	0%	\$220.00	per Hour (FLAT)	\$49
340	4	Public Works	User Fees Proposed to be Increased	Public Works Inspection Management Rate	\$168.00	Per Hour	\$286.74	0%	\$286.00	per Hour (FLAT)	\$118
341	5	Public Works	User Fees Proposed to be Increased	Public Works Inspection Rate	\$168.00	Per Hour	\$219.85	0%	\$219.00	per Hour (FLAT)	\$51
344	8	Public Works	User Fees Proposed to be Increased	After Hour Rate (Public Works Inspection) (2 Hour Minimum)	\$252.00	Per Hour	\$329.77	0%	\$329.00	per Hour (FLAT)	\$77
346	10	Public Works	User Fees Proposed to be Increased	Permit Application	\$30.00	Per Permit	\$154.39	3%	\$150.00	Flat	\$120
347	11	Public Works	User Fees Proposed to be Increased	Permit Issuance	\$45.00	Per Permit	\$93.55	1%	\$93.00	Flat	\$48
376	40	Public Works	User Fees Proposed to be Increased	Application, Plan Check, and Issuance Fee (up to 5 facilities)	\$500.00	Per Application	\$953.47	0%	\$950.00	Flat	\$450
377	41	Public Works	User Fees Proposed to be Increased	6+ Facilities	\$100.00	Per SWF after 5	\$184.19	2%	\$180.00	Flat	\$80
378	42	Public Works	User Fees Proposed to be Increased	Application, Plan Check, and Issuance Fee (New Pole for SWF)	\$1,000.00	Per SWF	\$1,966.54	3%	\$1,900.00	Flat	\$900
404	68	Public Works	User Fees Proposed to be Increased	Wide Load Permit	\$20.00	Per Submittal	\$38.85	2%	\$38.00	Flat	\$18
16	1	Water Utility	User Fees Proposed to be Increased	New Account/Application Fee	\$45.00		\$138.58	50%	\$69.00		\$24
18	3	Water Utility	User Fees Proposed to be Increased	After Hours Service	\$90.00		\$576.46	50%	\$288.00		\$198
19	4	Water Utility	User Fees Proposed to be Increased	Cut Lock / Broken Lock / Missing Lock	\$60.00		\$190.43	0%	\$190.00		\$130
20	5	Water Utility	User Fees Proposed to be Increased	Meter Abandonment	\$100.00		\$219.59	0%	\$219.00		\$119
22	7	Water Utility	User Fees Proposed to be Increased	Intentional Damage to Meter	\$120.00	plus cost of equipment	\$370.08	0%	\$370.00		\$250
23	8	Water Utility	User Fees Proposed to be Increased	Broken Angle Stop	\$45.00	per hour plus cost of equipment	\$673.42	0%	\$673.00		\$628

USER FEE LIST

(INCLUDES NEW USER FEES PROPOSED; RESTRUCTURED USER FEES AS NEW; USER FEES CONVERTED FROM DEPOSIT BASED TO FLAT FEE

Sort	Item No. in Fee Study	User Group/Dept	Status	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee \$ Δ
24	9	Water Utility	User Fees Proposed to be Increased	Unauthorized turn-on or turn-off Meter Register	\$30.00		\$142.08	1%	\$140.00		\$110
25	10	Water Utility	User Fees Proposed to be Increased	Broken or Missing Meter Register	\$45.00	per hour plus cost of equipment	\$151.76	1%	\$150.00		\$105
28	13	Water Utility	User Fees Proposed to be Increased	Meter Re-Reads & Efficiency Checks (Customer Initiated)	\$30.00		\$70.00	0%	\$70.00		\$40
30	15	Water Utility	User Fees Proposed to be Increased	Hang Tag Charges	\$30.00		NA	NA	\$50.00		\$20
31	16	Water Utility	User Fees Proposed to be Increased	Temporary Construction Meter Processing Fee	\$100.00		\$151.09	1%	\$150.00		\$50
33	18	Water Utility	User Fees Proposed to be Increased	Lock-on Meter Fee	\$40.00		NA	NA	\$100.00		\$60

City of Brea



User Fee Study

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Executive Summary

The City of Brea engaged Willdan Financial Services (Willdan) to determine the full costs incurred by the City to support the various activities for which the City charges user fees. Due to the complexity and the breadth of performing a comprehensive review of fees, Willdan employed a variety of fee methodologies to identify the full costs of individual fee and program activities. This report and the appendices herein identify recommended cost recovery for City Services as well as the full cost recovery amount. **Appendix C** details the full cost and suggested fees as determined through discussion with departmental staff. The recommended fees identified herein are either at or less than full cost recovery.

User Fee Background

Background

As part of a general cost recovery strategy, local governments adopt user fees to fund programs and services that provide limited or no direct benefit to the community as a whole (“User Fees”). As cities struggle to maintain levels of service and variability of demand, they have become increasingly aware of subsidies provided by the General Fund and have implemented cost-recovery targets. To the extent that governments use general tax monies to provide individuals with private benefits, and not require them to pay the full cost of the service (and, therefore, receive a subsidy), the government is limiting funds that may be available to provide other community-wide benefits. In effect, the government is using community funds to pay for private benefits. Unlike most revenue sources, cities have more control over the level of user fees they charge to recover costs, or the subsidies they can institute.

Fees in California are required to conform to the statutory requirements of the California Constitution, Proposition 218, Proposition 26, and the California Code of Regulations. The Code also requires that the City Council adopt fees by either ordinance or resolution, and that any fees in excess of the estimated total cost of rendering the related services must be approved by a popular vote of two-thirds of those electors voting because the charge would be considered a tax and not a fee. There are no fees suggested to be set above the cost of service and as such a public vote is not required.

California User Fee History

Before Proposition 13, in times of fiscal shortages, California cities were able to raise property taxes, which funded everything from police and recreation to development-related services. However, this situation changed with the passage of Proposition 13 in 1978.

Proposition 13 established the era of revenue limitation in California local government. In subsequent years, the state saw a series of additional limitations to local government revenues. Proposition 4 (1979) defined the difference between a tax and a fee: a fee can be no greater than the cost of providing the service; and Proposition 218 (1996) further limited the imposition of taxes for certain classes of fees. As a result, cities were required to secure a supermajority vote to enact or increase taxes. Due to the thresholds needed to increase local taxes, cities have less control and very few successful options for new revenues. The State of California took a series of actions in the 1990’s and 2000’s to improve the State’s fiscal situation, at the expense of local governments. In 2004-05, the Educational Revenue Augmentation Funds (“ERAF”) take-away of property taxes and the reduction of Vehicle License Fees further reduced local tax revenues.

In addition, on November 2, 2010, California voters approved Proposition 26, the “Stop Hidden Taxes Initiative”, which is aimed at defining “regulatory fees” as a special tax rather than a fee, thus requiring approval by two-thirds vote of local voters. These regulatory fees are typically intended to mitigate the societal and environmental impacts of a business or person’s activities. Proposition 26 contains seven categories of exceptions. The fees analyzed as part of a User Fee study typically fall under categories one through five consisting of charges for specific benefits, government service, regulatory need, for use of government property, or a fine/penalty.

Additional Policy Considerations

State regulations require that municipalities update their fee schedules to reflect the actual costs of certain public services primarily benefiting users. User Fees recover costs associated with the provision of specific services benefiting the user, thereby typically reducing the use of General Fund monies for such purposes.

In addition to collecting the direct cost of labor and materials associated with processing and administering user services, it is common for local governments to recover reasonable support costs. Support costs are those costs relating to a local government's central service departments that are allocable to the local government's operating departments. Central services support cost allocations were incorporated using the resulting indirect overhead percentages determined through the City's Cost Allocation Plan. A Cost Allocation Plan identifies the central service functions of the City such as Finance, City Manager, and Human Resources and allocates their cost to the departments and funds of the City that they support. This plan was used in the User Fee study to account for the burden placed upon central services by the operating departments to allocate a proportionate share of central service cost through the study.

As labor effort and costs associated with the provision of services fluctuate over time, a significant element in the development of any fee schedule is that it has the flexibility to remain current. Therefore, it is recommended that the City include an inflationary factor in the resolution adopting the fee schedule to allow the City to annually increase or decrease the fees by changes in a pre-approved inflationary index, as described below. However, such inflationary increases shall not exceed the reasonable estimated cost of providing the services each year.

The City may employ many different inflationary factors. The most commonly used inflator is some form of the Consumer Price Index (CPI) as it is widely well known and accepted. A similar inflator is the implicit price deflator for GDP, which is much like the CPI except that while the CPI is based on the same "basket" of goods and services every year, the price deflators' "basket" can change year to year. Since the primary factor for the cost of a City's services is usually the costs of the personnel involved, tying an inflationary factor that connects more directly to the personnel costs can also be suitable if there is a clear method, or current practice of obtaining said factor.

Each City should use an inflator that they believe works the best for their specific situation and needs but cannot rely solely on the CPI increase as it is incumbent upon each agency to ensure the amount of the fees charged does not exceeds the reasonable estimated costs of providing the services. It is also recommended that the City perform this internal review annually with a comprehensive review of services and fees performed every five years, which would include adding, amending, or removing fees for programs/services.

Study Objective

As the City of Brea seeks to efficiently manage limited resources and adequately respond to increased service demands, it needs a variety of tools. A User Fee Study provides assurance that the City has the best information and the best resources available to make sound decisions, fairly and legitimately set fees, maintain compliance with state law and local policies, and meet the needs of the City administration and its constituency. Given the limitations on raising revenue in local government, the City recognizes that a User Fee Study is a very cost-effective way to understand the total cost of services and identify potential fee deficiencies. Essentially, a User Fee is a payment for a requested service provided by a local government that primarily benefits an individual or group. Penalties and fines are violations, and should be set to deter activities, and are not based on the cost of a service.

The total cost of each service included in this analysis is based on the full cost of providing City services, including direct salaries and benefits of City staff, direct departmental costs, and indirect costs from central service support. This study determines the full cost recovery fee for the City to provide each service; however, each fee is set at the City's discretion, up to 100% of the total cost, as specified in this report.

The principal goal of the study was to help the City determine the full cost of the services that the City provides. In addition, Willdan established a series of additional objectives including:

- Developing a rational basis for setting fees
- Align development related fee structures to assign flat fee(s) for less complex projects and retain deposit based fees for more complex projects
- Identifying subsidy amount, if applicable, of each fee in the model
- Ensuring compliance with State law
- Developing an updatable and comprehensive list of fees
- Maintaining accordance with City policies and goals

The study results will help the City better understand its true costs of providing services and may serve as a basis for making informed policy decisions regarding the most appropriate fees, if any, to collect from individuals and organizations that require individualized services from the City.

Scope of the Study

The scope of this study encompasses a review and calculation of the user fees charged by the following Brea departments and fee groups:

- | | |
|---------------------------|----------------------|
| • Administrative Services | • Community Services |
| • Water Utility Billing | • Fire |
| • Planning | • Police |
| • Building | • Public Works |

The study involved the identification of existing and potential new fees, fee schedule restructuring, data collection and analysis, orientation and consultation, quality control, communication and presentations, and calculation of individual service costs (fees) or program cost recovery levels.

Aim of the Report

The User Fee Study focused on the cost of City services, as City staff currently provide them at existing, known, or reasonably anticipated service and staff level needs. This report provides a summary of the study results, and a general description of the approach and methods Willdan and City staff used to determine the recommended fee schedule. The report is not intended to document all the numerous discussions throughout the process, nor is it intended to provide an influential dissertation on the qualities of the utilized tools, techniques, or alternative approaches.

Project Approach and Methodology

Conceptual Approach

The basic concept of a User Fee Study is to determine the “reasonable cost” of each service provided by the City for which it charges a user fee. The full cost of providing a service may not necessarily become the City’s fee, but it serves as the objective basis as to the maximum amount that may be collected.

The standard fee limitation established in California law for such fees is the “estimated, reasonable cost” principle. To maintain compliance with the letter and spirit of this standard, every component of the fee study process included a related review. The use of budget figures, time estimates, and improvement valuation clearly indicates reliance upon estimates for some data.

Fully Burdened Hourly Rates

The total cost of each service included in this analysis is primarily based on the Fiscal Year 2024-2025 Fully Burdened Hourly Rates (FBHRs) that were determined for City personnel directly involved in providing services. The FBHRs include not only personnel salary and benefits (see [Appendix B](#)), but also any costs that are reasonably ascribable to personnel. The cost elements that are included in the calculation of fully burdened rates are:

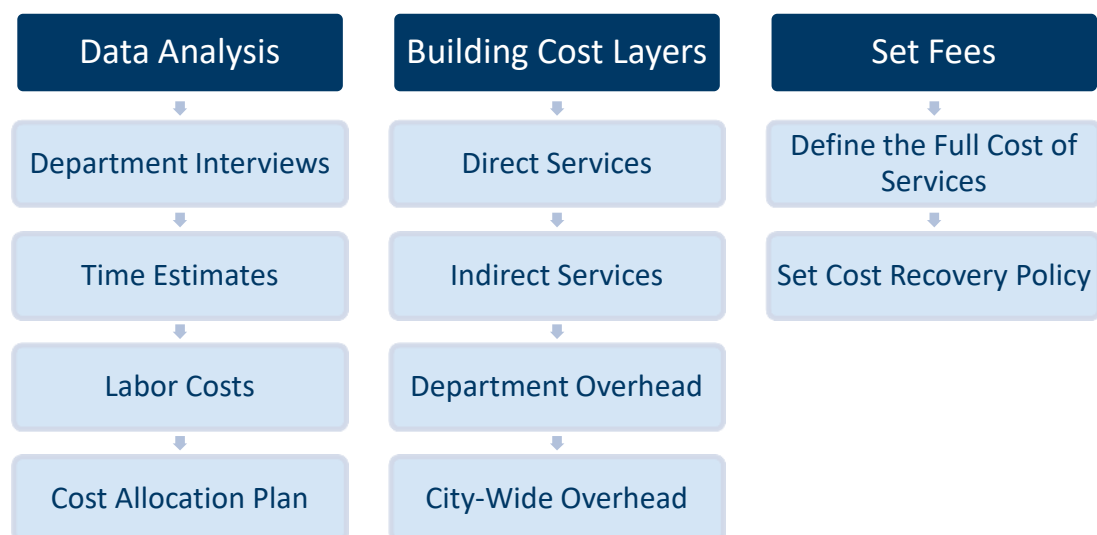
- Salaries & benefits of personnel involved
- Operating costs applicable to fee operations
- Departmental support, supervision, and administration overhead
- Central service overhead costs allocated through the Cost Allocation Plan

A key factor in determining the fully burdened rate is in the calculation of productive hours for personnel. This calculation takes the available workable hours in a year of 2,080 and adjusts this figure to 1,650 productive or billable hours to account for calculated or anticipated hours’ employees engage in non-billable activities such as paid vacation, sick leave, holidays, and other considerations, as necessary. Dividing the full cost, including overhead, of a position by the number of productive hours provides the FBHR.

The FBHRs are then used in conjunction with time estimates, when appropriate for how a service is provided, to calculate a fee’s cost based on the personnel and the amount of their time providing each service.

Summary Steps of the Study

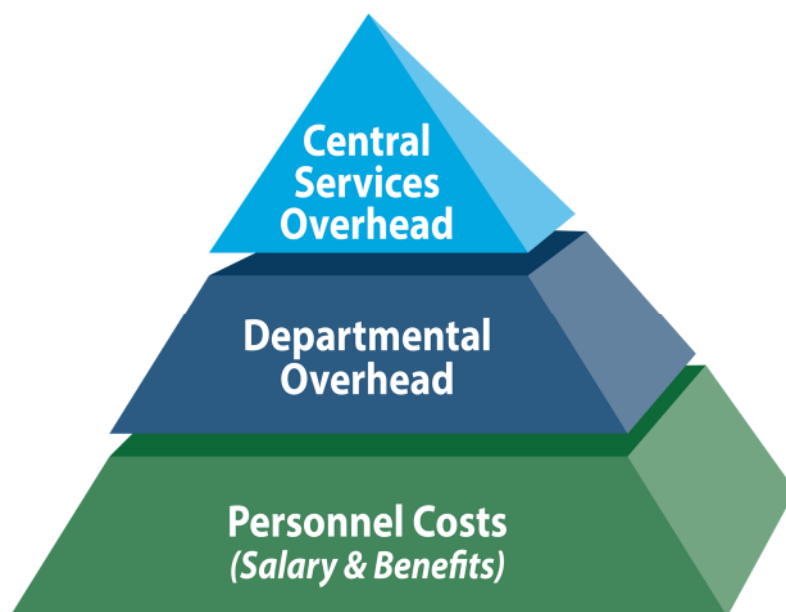
The process of the study is straightforward and simple in concept. The following list provides a summary of the study process steps:



Allowable Costs

This report identifies three types of costs that, when combined, constitute the fully burdened cost of a service (**Appendix A**). Costs are defined as direct labor, including salary and benefits, departmental overhead costs, and the City's central services overhead, where departmental and central service overhead costs constitute support costs. These cost types are defined as follows:

- **Direct Labor (Personnel Costs):** The costs related to staff salaries for time spent directly on fee-related services.
- **Departmental Overhead:** A proportional allocation of departmental overhead costs, including operation costs such as supplies and materials that are necessary for the department to function.
- **Central Services Overhead:** These costs, as provided via the City's Cost Allocation Plan, represent services provided by those Central Services Departments whose primary function is to support other City departments.



Methodology

The two methods of analysis for calculating fees used in this report are the:

Case Study Method (Standard Unit Cost Build-Up Approach): This approach estimates the actual labor and material costs associated with providing a unit of service to a single user. This analysis is suitable when City staff time requirements do not vary dramatically for a service, or for special projects where the time and cost requirements are easy to identify at the project's outset. Further, the method is effective in instances when a staff member from one department assists on an application, service or permit for another department on an as-needed basis. Costs are estimated based upon interviews with City staff regarding the time typically spent on tasks, a review of available records, and a time and materials analysis.

Program Cost Approach: In some instances, the underlying data is not available or varies widely, leaving a standard unit cost build-up approach impractical. In addition, market factors and policy concerns (as opposed to actual costs) tend to influence rental based fee levels more than other types of services. Willdan employed a different methodology where appropriate to fit a program's needs and goals. Typical programmatic approach cases are valuation-based fees, Recreation programs, and instances where a program cost is divided over the user base to obtain a per applicant cost for shared cost services.

Quality Control/Quality Assurance

All study components are interrelated, thus flawed data at any step in the process will cause the ultimate results to be inconsistent and unsound. The elements of our Quality Control process for User Fee calculations include:

- Involvement of knowledgeable City staff
- Clear instructions and guidance to City staff
- Reasonable tests and validation
- Internal and external reviews
- Cross-checking

Reasons for cost increases/decreases over current fees

Within the fee tables in **Appendix C**, the differences are identified between the full costs calculated through the study and the fee levels currently in effect. The reasons for differences between the two can arise from a number of possible factors including:

- Previous fee levels may have been set at levels less than full cost intentionally, based on policy decisions
- Position staffing levels, seniority, and the positions that complete fee and service activity may vary from when the previous costs were calculated
- Personnel and materials costs could have increased at levels that differed from any inflationary factors used to increase fees since the last study
- Changes in processes and procedures within a department, or the City as a whole

- Changes in the development fee structure with a shift from deposit based fees to flat fee structure for less complex projects and more complex projects to remain as a deposit based fee structure
- Changes in the demand for services in a City may have also changed the staffing or cost structure of departments over time

Deposit based fees are established administratively based upon Municipal Code 3.32.035. Which states the following:

- The Community Development Director or designee (Director) is hereby authorized to determine the appropriate amount that must be maintained in such deposit until all application processing and related city services for which fees are charged have been completed. In estimating the required amount of funds to be deposited, the Director may utilize reasonable assumptions and shall consider determination of approximate amount based upon the amount of time historically spent on similar projects, and/or the likely expenditure estimates of staff time for the pending application based upon reasonable assumptions of the Director.
- Source: https://codelibrary.amlegal.com/codes/brea/latest/brea_ca/0-0-0-59198

City Staff Contributions

As part of the study process, Willdan received tremendous support and cooperation from City staff, which contributed and reviewed a variety of components to the study, including:

- Budget and other cost data
- Staffing structures
- Fee and service structures, organization, and descriptions
- Direct work hours (billable/non-billable)
- Time estimates to complete work tasks
- Review of draft results and other documentation

A User Fee Study requires significant involvement of the managers and line staff from the departments on top of their existing workloads and competing priorities. The contributions from City staff were critical to this study. We would like to express our appreciation to the City and its staff for their assistance, professionalism, positive attitudes, helpful suggestions, responsiveness, and overall cooperation.

Brea User Fees

Cost Recovery

The cost recovery models, by department/division fee type, are presented in detail in [Appendix C](#). Full cost recovery is determined by summing the estimated amount of time each position (in increments of minutes or hours) spends to render a service. Time estimates for each service rendered were obtained through interviews conducted with City staff for each department/division fee included in the study. The resulting cost recovery amount represents the total cost of providing each service. The City's current fee being charged for each service, if applicable, is provided in this section, as well, for reference.

It is important to note that the time data used to determine the amount of time each employee spends assisting in the provision of the services listed on the fee schedule is essential in identifying the total cost of providing each service and will differ from City to City depending on staffing, positions involved, experience of staff, the use of consultants, and the policies and procedures in place for each City. Specifically, in providing services, a number of employees are often involved in various aspects of the process, spending anywhere from a few minutes to several hours on the service.

The primary goal of this study was to identify the cost of City services and identify a development fee structure that would streamline the fee collection process. Less complex and routine requests to be set up as a flat fee whereas more complexity requires a deposit, to provide information to help the City make informed decisions regarding the actual fee levels and charges. The responsibility of determining the final fee levels is a complicated task. City staff must consider many issues in formulating recommendations, and the City Council must consider those same issues and more in making the final decisions.

City staff assumes the responsibility to develop specific fee level recommendations to present to the City Council. Unfortunately, there are no fixed rules to guide the City, since many of the considerations are based on the unique characteristics of the City of Brea, and administrative and political discretion. However, in setting the level of full cost recovery for each fee, one should consider whether the service solely benefits one end user or the general community.

Subsidization

Recalling the definition of a user fee helps guide decisions regarding subsidization. The general standard is that individuals (or groups) who receive a wholly private benefit should pay 100% of the full cost of the services. In contrast, services that are simply public benefit should be funded entirely by the general fund's tax dollars. Unfortunately, for the decision makers, some services fall into the range between these two extremes.

Further complicating the decision, opponents of fees often assert that the activities subject to the fees provide economic, cultural, "quality of life," or other community benefits that exceed the costs to the City, but it is important to distinguish the difference between any purported possible benefits that may be conveyed through the result of activities of the service receiver and the direct benefit being conveyed through the City providing the service to the requestor.

It is recommended the City consider such factors during its deliberations regarding appropriate fee levels.

Of course, subsidization can be an effective public policy tool since it can be used to reduce fees to encourage certain activities (such as to ensure public safety) or allow some people to be able to afford to receive services they otherwise could not at the full cost. In addition, subsidies can be an appropriate and justifiable action, such as to allow citizens to rightfully access services, without overburdensome costs.

Despite the intent, it is important for the City and public to understand that subsidies must be covered by another revenue source, typically the General Fund's other unrestricted funds.

Impact on Demand (Elasticity)

Economic principles of elasticity suggest that increased costs for services (higher fees) will eventually curtail the demand for the services; whereas lower fees may spark an incentive to utilize the services and encourage certain actions. Either of these conditions may have a desirable effect to the City. However, the level of the fees that would cause demand changes is largely unknown. The cost of service study did not attempt to evaluate the economic or behavioral impacts of higher or lower fees; nevertheless, the City should consider the potential impacts of these issues when deciding on fee levels.

Summary

City staff are recommending setting user fees at suggested fee amounts as detailed in [Appendix C](#). City and departmental goals, City Council priorities, policy initiatives, past performance, implementation issues, and other internal and external factors should influence staff recommendations and City Council decisions. In this case, the proper identification of additional services (new or existing services) and the update to a consistent and comprehensive fee schedule were the primary objectives of this study. City staff have reviewed the full costs and identified the recommended fee levels for consideration by City Council.

The following sections provide background for each department, division, and fee group and the results of this study's analysis of their fees. For the full list of each fee's analysis, refer to [Appendix C](#) of this report.

Administrative Services

The Administrative Services Department consists of five divisions: Administration, Revenue, Budget, Accounting and Auditing and Information Technology. The department is responsible for the fiscal affairs of the City and the Brea Public Financing Authority. This includes the handling and investment of cash, procurement of goods and services, disbursement of money, billing of utilities, recording of all transactions, preparation of payroll, preparation and maintenance of the budget and general ledger, and safeguarding the financial assets and financial records of the City. Furthermore, the Administrative Services Department serves as liaison to the Finance Committee and the Investment Advisory Committee.

The department also provides information technology services to the entire City organization as well as contracted client agencies through the Information Technology Division's entrepreneurial base. Supporting all City departments, including public safety, requires staying abreast of current technology trends, security enhancements and changes to regulatory requirements while maintaining high levels of customer service to both internal and external customers. The division is comprised of the following programs: internal support, application support, external support, and geographic information system support.

Analysis

Willdan individually reviewed the services associated with the Administrative Services Department. The review also consisted of an evaluation of existing services to update the fee schedule.

Many of the fees and services listed under Administrative Services are licenses, regulated fees, or fees not otherwise recommended to be changed. For the user fees evaluated as part of this study the analysis relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved in providing services to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that most fees are currently set below the full cost of providing service. Staff is recommending the fees be adjusted as detailed in [Appendix C](#). As a result, there would be:

- An increase to 3 fees;
- 1 fee would decrease;
- 1 new Service fee would be added;
- 8 fees would remain as currently set, and;
- the average fee change would be an increase of 20%.

Water Utility Billing

The Water Division and Utility Billing Division are responsible for the city's potable water system, including backflow prevention and water quality issues. Water service is established as part of City of Brea Utilities.

Analysis

Willdan individually reviewed the services and programs associated with Water Utility Billing. The review also consisted of an evaluation of existing services to update the fee schedule.

The analysis of Water Utility Billing services relied primarily upon a standard unit cost build-up approach for user fees, whereby the reasonable cost of each fee occurrence was determined using staff time involved in providing services to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City central services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. No utility rates are included in the fee schedules included in this report, and no analysis was done on any utility rates. The analysis of the user fees found that current fees are under funding the cost for most of the services. Staff is recommending the fees be adjusted as detailed in [Appendix C](#). As a result, there would be:

- An increase to 12 fees;
- 6 fees would remain as currently set, and;
- the average fee change would be an increase of 45%.

Planning

The Brea Planning Division is a vital part of the Community Development Department. Planning supports the life and business of the city by assuring that structures and amenities related to the built environment are well-functioning and of good quality. A dedicated professional team works with property owners and developers to help craft projects that will meet high standards. They also work to coordinate these projects in their early stages with neighbors so that proposed new construction or modifications to the property will be compatible with existing uses.

Analysis

Willdan individually reviewed the services and programs associated with the Planning Division. The review also consisted of an evaluation of existing services to update the fee schedule.

The analysis of Planning services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved in providing services to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City central services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that most current fees are under funding the cost for most of the services. In addition, Planning currently utilizes deposits for most services, and the city invoices against those deposit accounts to collect the full cost of service based upon City Council approved fully burdened hourly rates. Staff is recommending the fees be adjusted as detailed in [Appendix C](#). As a result, there would be:

- An increase to 19 fees and deposits;
- 10 new fees will be added;
- 7 fees would change from deposit to a flat amount;
- 2 fees would change from a set deposit fee amount to be variable based on the project and staff involvement;
- 6 fees would remain as currently set, and;
- the average fee change would be an increase of 137% for fees that didn't change their methodology (change from the current unit to a different unit in the Planning fee table).

Building

The Building & Safety Division is committed to protecting the lives and safety of the residents and visitors of Brea, preserving the City's quality of life, and contributing to the City's economic development. This is accomplished through the implementation of the building, plumbing, mechanical, electrical, and energy codes, as well as code enforcement regulation of local and state laws for all buildings in the City of Brea. The Division provides plan review and field inspections of buildings to ensure a safe, accessible, and energy-efficient environment throughout our community. The Division regulates local and state laws related to building construction, maintenance, use, repair, and rehabilitation. The Division also manages the City's permit system which coordinates and streamlines the construction permit process. Applications for construction projects are submitted to the Building & Safety Division where the review process is coordinated among several departments. This provides the customer with a comprehensive single point of contact throughout the entire review and permit process.

Analysis

Willdan individually reviewed the services and programs associated with the Building Division. The review also consisted of an evaluation of existing services to update the fee schedule.

The analysis of Building services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved in providing services to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City central services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that most current fees are under funding the cost for most of the services. Staff is recommending the fees be adjusted as detailed in [Appendix C](#). As a result, there would be:

- An increase to 47 fees;
- 121 new fees will be added to better reflect the services that are provided to the public;
 - Most are not new fees, but deviations of services already provided and a change in the fee structure from deposits to flat fees.
- 3 fees would decrease;
- 12 fees would remain as currently set;
- 7 fees would change to a flat fee from a deposit based;
- 2 fees would change to deposit based from a to be determined by Building Official fee, and;
- the average fee change would be an increase of 84% for current fees.

Community Services

The Community Services Department creates community in the City of Brea through people, parks, and programs. It plays an important role in creating a healthy community through diverse and innovative recreation, special interests, cultural arts, human services, and senior programming. The Community Services Department provides space to learn and play, space to be safe and secure, and space to create and imagine.

The functions of the Community Services Department are assigned to five major areas: Administrative Division, Community Center, Recreation Services Division, Cultural Arts Division, and Human Services Division. In addition, Community Services is charged with the design and development of new facilities and parks, and other recreational elements within the community. The Department serves as the staff liaison to the Parks, Recreation and Human Services Commission, the Cultural Arts Commission, the Senior Center Leadership Council, the Olinda Oil Museum and Trail Task Force, the Student Advisory Board, and the Art in Public Places Committee. Through its five major areas and work with its Commissions, Boards, and Council, the Community Services Department supports all of the City's Operational Goals.

Analysis

A cost recovery was analyzed for the Community Services Department and is about 16%. No Community Service fees would be changed as a result of this study.

Div	Division Description	FY 2024-25 Adopted Budget	Avg Revenues FY19/20- FY22/23	Division Direct Cost Recovery	Admin Allocation	Department Cost Recovery	Indirect Allocation (22%)	Fully Burdened Cost Recovery
4145	CONTRACT CLASSES	\$224,944	\$159,546	71%	\$133,517	45%	\$54,564	39%
4154	FACILITY RESERVATIONS	\$501,404	\$378,924	76%	\$297,611	47%	\$121,624	41%
4215	FITNESS/WELLNESS PROGRAM	\$541,665	\$352,891	65%	\$321,508	41%	\$131,390	35%
4217/4425	TEEN PROGRAMS/ACTIVITIES/PRESCHOOL	\$398,985	\$151,609	38%	\$236,819	24%	\$96,780	21%
4224	KID WATCH	\$167,477	\$17,545	10%	\$99,407	7%	\$40,624	6%
4421	SPECIAL EVENTS	\$307,645	\$113,029	37%	\$85,137	29%	\$59,788	25%
4422	AQUATICS	\$357,862	\$137,060	38%	\$212,411	24%	\$86,805	21%
4424	ATHLETICS	\$473,600	\$160,388	34%	\$281,107	21%	\$114,880	18%
4428	YTH SUMMER ACTIV/DAY CAMP	\$275,788	\$112,967	41%	\$163,695	26%	\$66,897	22%
4429	AFTER SCHOOL PROGRAM	\$285,755	\$0	0%	\$169,611	0%	\$69,315	0%
4521	SENIOR SERVICES (CENTER)	\$891,541	\$26,620	3%	\$246,724	2%	\$173,264	2%
4523	BREA RESOURCE CENTER	\$490,270	\$45,574	9%	\$135,677	7%	\$95,280	6%
4525	TRANSPORTATION PROGRAM	\$109,512	\$23,804	22%	\$14,771	19%	\$18,918	17%
4541	GALLERY	\$445,098	\$69,154	16%	\$123,176	12%	\$86,501	11%
4542	THEATRE	\$958,406	\$304,688	32%	\$129,273	28%	\$165,564	24%
TOTAL COMMUNITY SERVICES DEPARTMENT		\$9,080,396	\$2,113,876	23%	\$2,650,444	18%	\$1,382,194	16%

Fire

The Fire department provides the delivery of life safety services by providing 24-hour emergency response to a wide variety of critical situations, including fires, explosions, hazardous materials incidents, medical emergencies, accidents, and miscellaneous public assistance requests. The department consists of three divisions: Administration, Fire Operations and Fire Prevention.

Analysis

Willdan individually reviewed the services and programs associated with the Fire Department. The review also consisted of an evaluation of existing services to update the fee schedule.

The analysis of Fire services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved in providing services to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City central services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that most of the current fees are underfunding the cost of most of the services. Staff is recommending the fees be adjusted as detailed in [Appendix C](#). As a result, there would be:

- An increase to 8 fees;
- 6 fees would decrease;
- 12 new restructured fees will be added;
- 1 fee would remain as currently set, and;
- the average fee change would be an increase of 42% for current fees.

Police

The Brea Police Department provides a full range of services to the City of Brea. The police department provides services to a total residential population of approximately 47,000 and a daylight population of approximately 125,000. The department deploys its personnel in two divisions: Support Services and Operations. In conjunction with the police department's policing philosophy, each division will expand the use of crime analysis information to identify crime trends within our communities in an effort to better deploy our resources, prevent and reduce crime, and apprehend criminals. The department's mission statement serves as a guide toward enhancing public safety within the community of Brea. The department further commits itself to collaborative decision-making, shared organizational values, and individual meaning in the workplace.

Analysis

Willdan individually reviewed the services and programs associated with the Police Department. The review also consisted of an evaluation of existing services to update the fee schedule.

The analysis of Police services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved in providing services to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City central services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that the current fees are under funding the cost for most of the services. Staff is recommending the fees be adjusted as detailed in [Appendix C](#), with no increase being greater than full cost or 50% whichever is less. As a result, there would be:

- An increase to 8 fees;
- 12 fees would remain as currently set, and;
- The average fee change would be an increase of 13%.

Public Works

The Public Works Department provides a wide range of services to the community. Services include operations and maintenance of the public right-of-way and City facilities; design and construction of capital improvement projects; operations and maintenance of City utilities; oversight of sustainability practices; and support of various community activities throughout the year.

The Department utilizes a multi-disciplinary approach, combining City staff and outside contractors to provide the community with the most cost-effective and productive services. The Public Works Department consists of seven divisions, each with its specific area of responsibility and duties.

The Engineering Division is responsible for the design and construction of infrastructure, issuing Public Works permits, performing inspections, and administration of both the City's Transportation Program and the Capital Improvement Program and coordinates with the Street Division to manage the National Pollutant Discharge Elimination System (NPDES), Water Conservation programs, and Fats, Oils & Greases (FOG) programs. This division also supports other City Departments seeking construction and project management expertise and assistance.

Analysis

Willdan individually reviewed the services and programs associated with the Public Works Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Public Works Department relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that most fees are currently set below the full cost of providing service. It is recommended that the City set Public Works fees at the levels detailed in [Appendix C](#). As a result, there would be:

- an increase to 15 fees;
- 36 new restructured fees would be added;
- 3 fees will change from varies to a deposit;
- 4 fees would remain as currently set, and;
- the average estimated increase would be around 97% for current fees.

Appendix A – Total Allowable Cost to be Recovered

Below are the total allowable costs that may be recovered through User Fees; however, only a portion of the total allowable cost is recovered as staff not only works on services related to User Fees, but also works on an array of other City functions during the operational hours of the City. The direct overhead percentages below are derived by dividing operational costs by personnel cost. The indirect allocation percentages are provided through the Cost Allocation Plan. The amounts listed below will not reconcile to City budgets as costs that should not be included in overhead for personnel in the application of determining fully burdened hourly rates were excluded. Examples of these costs are capital, debt, monetary transfers, contract costs, and other costs that are charged directly to the service requestor.

City of Brea - User Fee Study

Overhead Rate Calculations (based on FY 2024-2025 data)

Department	Total Employee Services	Department Operations & Administration	Direct Overhead %	Internal Service Overhead %	Cost Allocation Overhead %
110: ADMINISTRATIVE SERVICES	396,242	74,153	19%	24%	0%
110: CITY ACCOUNTING	807,546	19,192	2%	15%	0%
110: CITY MANAGER'S OFFICE	1,007,372	50,005	5%	14%	0%
110: COMMUNITY DEVELOPMENT	2,586,978	195,735	8%	17%	27%
110: COMMUNITY SERVICES	5,532,022	738,405	13%	40%	22%
110: COUNCIL SUPPORT	436,976	125,720	29%	16%	0%
110: FIRE SERVICES	8,155,249	800,489	10%	15%	9%
110: MEDIA SERVICES/GRAPHICS	251,442	15,680	6%	30%	0%
110: POLICE SERVICES	23,471,543	1,185,502	5%	15%	9%
110: PUBLIC INFORMATION	428,895	113,457	26%	13%	0%
110: PUBLIC WORKS	3,160,996	1,052,609	33%	23%	35%
174: PARAMEDIC SERVICES	6,108,886	134,236	2%	12%	8%
280: HOUSING SUCCESSOR	168,999	92,048	54%	12%	13%
420: WATER UTILITY	2,290,768	629,387	27%	23%	22%
430: SEWER UTILITY	879,608	148,855	17%	25%	18%
440: SANITATION & ST SWEEPING	419,782	87,016	21%	46%	19%

Appendix B – Fully Burdened Hourly Rates

Below are fully burdened hourly rates (FBHR's) of staff positions that provide for the services detailed in **Appendix C**. The FBHR's were used to determine the full cost of each service. They include the salary and benefit costs for each position as well as all applicable overhead amounts for each position as determined by the department they are assigned to. Refer previously to **Appendix A** for identifying the percentage overheads for each department. For any user fee service request that is outside the scope of the fees detailed in **Appendix C**, or for services for which there is no fee currently set, the City can notify and charge up to the full cost of the personnel, third party, or material cost involved to the service requestor.

City of Brea - User Fee Study

Fully Burdened Hourly Rate Calculation

Department	Title	Fully Burdened Hourly Rate
110: CITY ACCOUNTING	Accounting: Accounting Technician I	\$42.80
110: CITY ACCOUNTING	Accounting: Accounting Technician II	\$87.64
110: CITY ACCOUNTING	Accounting: Deputy Director of Administrative Services	\$228.51
110: CITY ACCOUNTING	Accounting: Financial Services Manager	\$182.27
110: CITY ACCOUNTING	Accounting: Fiscal Specialist	\$90.57
110: CITY ACCOUNTING	Accounting: Senior Accountant	\$117.96
110: ADMINISTRATIVE SERVICES	Admin: Deputy City Manager/Director	\$304.86
110: ADMINISTRATIVE SERVICES	Admin: Deputy Director of Administrative Services	\$281.93
110: ADMINISTRATIVE SERVICES	Admin: Executive Assistant	\$101.90
110: ADMINISTRATIVE SERVICES	Admin: Senior Management Analyst	\$168.59
110: COMMUNITY DEVELOPMENT	CD: Administrative Clerk II	\$84.60
110: COMMUNITY DEVELOPMENT	CD: Assistant Planner	\$129.72
110: COMMUNITY DEVELOPMENT	CD: Building Official	\$189.00
110: COMMUNITY DEVELOPMENT	CD: City Planner	\$249.38
110: COMMUNITY DEVELOPMENT	CD: Combination Inspector II	\$119.78
110: COMMUNITY DEVELOPMENT	CD: Community Development Specialist	\$91.82
110: COMMUNITY DEVELOPMENT	CD: Deputy City Manager/Director	\$376.46
110: COMMUNITY DEVELOPMENT	CD: Economic Development Manager	\$189.75
110: COMMUNITY DEVELOPMENT	CD: Executive Assistant	\$122.05
110: COMMUNITY DEVELOPMENT	CD: Junior Plans Checker	\$118.59
110: COMMUNITY DEVELOPMENT	CD: Management Analyst I	\$116.19
110: COMMUNITY DEVELOPMENT	CD: Permit Technician	\$93.55
110: COMMUNITY DEVELOPMENT	CD: Planning Technician	\$85.97
110: COMMUNITY DEVELOPMENT	CD: Senior Management Analyst	\$161.74
110: COMMUNITY DEVELOPMENT	CD: Senior Planner	\$161.73
110: CITY MANAGER'S OFFICE	CM: City Manager	\$355.80
110: CITY MANAGER'S OFFICE	CM: Deputy City Manager/Director	\$273.53
110: CITY MANAGER'S OFFICE	CM: Emergency Preparedness Coordinator	\$138.78
110: CITY MANAGER'S OFFICE	CM: Executive Assistant	\$93.22
110: CITY MANAGER'S OFFICE	CM: Management Analyst I	\$94.93
110: CITY MANAGER'S OFFICE	CM: Senior Management Analyst	\$123.80
110: COUNCIL SUPPORT	Council Support: City Clerk	\$223.55
110: COUNCIL SUPPORT	Council Support: City Clerk Specialist	\$84.52
110: COUNCIL SUPPORT	Council Support: Deputy City Clerk/Records Supervisor	\$151.27
110: COMMUNITY SERVICES	CS: Community Services Director	\$416.66
110: COMMUNITY SERVICES	CS: Community Services Specialist I	\$102.71
110: COMMUNITY SERVICES	CS: Community Services Specialist II	\$128.17
110: COMMUNITY SERVICES	CS: Community Services Supervisor	\$194.26
110: COMMUNITY SERVICES	CS: Deputy Director of Community Services	\$283.68
110: COMMUNITY SERVICES	CS: Executive Assistant	\$114.23
110: COMMUNITY SERVICES	CS: Fiscal Specialist	\$150.13

City of Brea - User Fee Study

Fully Burdened Hourly Rate Calculation

Department	Title	Fully Burdened Hourly Rate
110: COMMUNITY SERVICES	CS: Media Services Specialist I	\$81.45
110: COMMUNITY SERVICES	CS: Media Services Specialist II	\$143.85
110: COMMUNITY SERVICES	CS: Senior Management Analyst	\$199.05
110: FIRE SERVICES	Fire: Combination Inspector II	\$114.30
110: FIRE SERVICES	Fire: Executive Assistant	\$93.28
110: FIRE SERVICES	Fire: Fire Battalion Chief	\$427.58
110: FIRE SERVICES	Fire: Fire Captain	\$259.45
110: FIRE SERVICES	Fire: Fire Chief	\$417.95
110: FIRE SERVICES	Fire: Fire Engineer	\$242.25
110: FIRE SERVICES	Fire: Fire Marshal	\$188.19
110: FIRE SERVICES	Fire: Fire Prevention Specialist I	\$111.78
110: FIRE SERVICES	Fire: Firefighter	\$167.83
110: FIRE SERVICES	Fire: Permit Technician	\$94.59
110: MEDIA SERVICES/GRAPHICS	Graphics: Senior Media Servs Specialist - AV	\$119.47
110: POLICE SERVICES	Police: Communications Supervisor	\$141.36
110: POLICE SERVICES	Police: Crime Analyst	\$121.24
110: POLICE SERVICES	Police: Crime Scene Investigator	\$122.97
110: POLICE SERVICES	Police: Executive Assistant	\$102.47
110: POLICE SERVICES	Police: Management Analyst I	\$100.28
110: POLICE SERVICES	Police: Police Captain	\$394.32
110: POLICE SERVICES	Police: Police Chief	\$393.51
110: POLICE SERVICES	Police: Police Comm Outreach Coordinator	\$87.93
110: POLICE SERVICES	Police: Police Lieutenant	\$363.44
110: POLICE SERVICES	Police: Police Officer	\$221.09
110: POLICE SERVICES	Police: Police Records Technician	\$80.84
110: POLICE SERVICES	Police: Police Records/Property & Evidence Sv.	\$147.49
110: POLICE SERVICES	Police: Police Sergeant	\$295.41
110: POLICE SERVICES	Police: Police Services Officer	\$101.84
110: POLICE SERVICES	Police: Property and Evidence Technician	\$102.30
110: POLICE SERVICES	Police: Public Safety Dispatcher I	\$75.62
110: POLICE SERVICES	Police: Public Safety Dispatcher II	\$100.71
110: POLICE SERVICES	Police: Senior Public Safety Dispatcher	\$116.59
110: POLICE SERVICES	Police: Sr. Police Records Technician	\$102.15
110: PUBLIC INFORMATION	Pub Info: Communications & Marketing Manager	\$197.82
110: PUBLIC INFORMATION	Pub Info: Management Analyst I	\$109.46
110: PUBLIC INFORMATION	Pub Info: Media Services Specialist I	\$97.55
110: PUBLIC WORKS	PW: Accounting Technician I	\$108.41
110: PUBLIC WORKS	PW: Administrative Clerk II	\$103.20
110: PUBLIC WORKS	PW: Assistant Engineer	\$184.19
110: PUBLIC WORKS	PW: City Engineer	\$286.74
110: PUBLIC WORKS	PW: Combination Inspector II	\$152.51

City of Brea - User Fee Study

Fully Burdened Hourly Rate Calculation

Department	Title	Fully Burdened Hourly Rate
110: PUBLIC WORKS	PW: Engineering Technician I	\$124.59
110: PUBLIC WORKS	PW: Executive Assistant	\$155.40
110: PUBLIC WORKS	PW: Landscape Main. Contract Admin	\$172.98
110: PUBLIC WORKS	PW: Maintenance Services Crew Leader	\$165.58
110: PUBLIC WORKS	PW: Maintenance Services Superintendent	\$220.70
110: PUBLIC WORKS	PW: Maintenance Services Supervisor	\$195.57
110: PUBLIC WORKS	PW: Maintenance Services Worker I	\$79.29
110: PUBLIC WORKS	PW: Maintenance Services Worker II	\$141.56
110: PUBLIC WORKS	PW: Management Analyst I	\$145.96
110: PUBLIC WORKS	PW: Permit Technician	\$115.56
110: PUBLIC WORKS	PW: Principal Civil Engineer	\$243.98
110: PUBLIC WORKS	PW: Public Works Director	\$366.30
110: PUBLIC WORKS	PW: Senior Management Analyst	\$206.51
174: PARAMEDIC SERVICES	174: Paramedic: Administrative Clerk II	\$46.11
174: PARAMEDIC SERVICES	174: Paramedic: Ambulance Operator	\$60.32
174: PARAMEDIC SERVICES	174: Paramedic: Emergency Medical Services Manager	\$167.51
174: PARAMEDIC SERVICES	174: Paramedic: Fire Captain	\$278.18
174: PARAMEDIC SERVICES	174: Paramedic: Fire Engineer	\$245.44
174: PARAMEDIC SERVICES	174: Paramedic: Firefighter	\$206.97
174: PARAMEDIC SERVICES	174: Paramedic: Human Resources Technician	\$110.29
280: HOUSING SUCCESSOR	280: Housing: Administrative Clerk II	\$100.34
280: HOUSING SUCCESSOR	280: Housing: Senior Management Analyst	\$191.85
420: WATER UTILITY	420: Water: Accounting Technician I	\$109.73
420: WATER UTILITY	420: Water: Accounting Technician II	\$116.67
420: WATER UTILITY	420: Water: Administrative Clerk II	\$73.60
420: WATER UTILITY	420: Water: Assistant City Engineer	\$273.35
420: WATER UTILITY	420: Water: City Engineer	\$263.10
420: WATER UTILITY	420: Water: Environmental Services Coordinator	\$221.63
420: WATER UTILITY	420: Water: Environmental Services Inspector	\$173.03
420: WATER UTILITY	420: Water: Executive Assistant	\$142.59
420: WATER UTILITY	420: Water: Financial Services Manager	\$284.81
420: WATER UTILITY	420: Water: Fiscal Specialist	\$154.68
420: WATER UTILITY	420: Water: Public Works Director	\$336.11
420: WATER UTILITY	420: Water: Senior Management Analyst	\$189.49
420: WATER UTILITY	420: Water: Water Distribution Crew Leader	\$154.84
420: WATER UTILITY	420: Water: Water Distribution Operator I	\$120.33
420: WATER UTILITY	420: Water: Water Distribution Operator II	\$142.75
420: WATER UTILITY	420: Water: Water Distribution Superintendent	\$269.74
420: WATER UTILITY	420: Water: Water Distribution Supervisor	\$204.86
430: SEWER UTILITY	430: Sewer: Accounting Technician I	\$101.19
430: SEWER UTILITY	430: Sewer: Accounting Technician II	\$107.59

City of Brea - User Fee Study

Fully Burdened Hourly Rate Calculation

Department	Title	Fully Burdened Hourly Rate
430: SEWER UTILITY	430: Sewer: Administrative Clerk II	\$67.87
430: SEWER UTILITY	430: Sewer: Assistant City Engineer	\$252.09
430: SEWER UTILITY	430: Sewer: City Engineer	\$242.64
430: SEWER UTILITY	430: Sewer: Environmental Services Coordinator	\$204.39
430: SEWER UTILITY	430: Sewer: Environmental Services Inspector	\$159.57
430: SEWER UTILITY	430: Sewer: Executive Assistant	\$131.50
430: SEWER UTILITY	430: Sewer: Fiscal Specialist	\$142.65
430: SEWER UTILITY	430: Sewer: Maintenance Services Worker I	\$90.59
430: SEWER UTILITY	430: Sewer: Maintenance Services Worker II	\$121.85
430: SEWER UTILITY	430: Sewer: Public Works Director	\$309.97
430: SEWER UTILITY	430: Sewer: Water Distribution Superintendent	\$248.75
430: SEWER UTILITY	430: Sewer: Water Distribution Supervisor	\$188.92
440: SANITATION & ST SWEEPING	440: Sanitation: Accounting Technician I	\$121.10
440: SANITATION & ST SWEEPING	440: Sanitation: Accounting Technician II	\$128.76
440: SANITATION & ST SWEEPING	440: Sanitation: Administrative Clerk II	\$81.22
440: SANITATION & ST SWEEPING	440: Sanitation: Executive Assistant	\$157.36
440: SANITATION & ST SWEEPING	440: Sanitation: Fiscal Specialist	\$170.71
440: SANITATION & ST SWEEPING	440: Sanitation: Maintenance Services Crew Leader	\$167.68
440: SANITATION & ST SWEEPING	440: Sanitation: Maintenance Services Superintendent	\$223.50
440: SANITATION & ST SWEEPING	440: Sanitation: Maintenance Services Supervisor	\$198.05
440: SANITATION & ST SWEEPING	440: Sanitation: Management Analyst I	\$147.81
440: SANITATION & ST SWEEPING	440: Sanitation: Public Works Director	\$370.94
440: SANITATION & ST SWEEPING	440: Sanitation: Senior Management Analyst	\$209.13
440: SANITATION & ST SWEEPING	440: Sanitation: Street Sweeper Operator	\$148.17

City of Brea - User Fee Study

Fully Burdened Hourly Rate Calculation

Department	Title	Fully Burdened Hourly Rate
Part Time/Contract Positions		
110: POLICE SERVICES	Police Cadet	\$23.30
110: POLICE SERVICES	Jailer	\$53.26
110: POLICE SERVICES	Parking Control Officer	\$47.40
110: COMMUNITY DEVELOPMENT	Administrative Intern	\$25.31
110: COMMUNITY DEVELOPMENT	Code Enforcement Officer	\$25.31
110: COMMUNITY SERVICES	Facilities Worker	\$31.06
110: COMMUNITY SERVICES	Sr. Community Services Leader	\$31.06
110: COMMUNITY SERVICES	Community Services Leader	\$28.24
110: COMMUNITY SERVICES	Community Services Worker	\$25.68
110: COMMUNITY SERVICES	Community Services Coordinator	\$34.18
110: COMMUNITY SERVICES	Senior Lifeguard/Instructor	\$31.08
110: COMMUNITY SERVICES	Lifeguard/Instructor	\$28.24
110: COMMUNITY SERVICES	Lifeguard	\$25.68
110: COMMUNITY SERVICES	Shuttle Driver	\$47.95
110: COMMUNITY SERVICES	Specialist/Inspector	\$143.69
440: SANITATION & ST SWEEPING	Recycling Coordinator	\$32.30
110: PUBLIC WORKS	Contract Labor: Consultant Plan Check Rate	\$234.61
110: PUBLIC WORKS	Contract Labor: Consultant Inspection Rate	\$215.95
110: BUILDING	Contract Labor: Consultant Building Plan Check Rate	\$184.07
110: BUILDING	Contract Labor: Consultant Building Inspection Rate	\$163.62
110: FIRE SERVICES	Contract Labor: Consultant Fire Plan Check Rate	\$221.33

Appendix C – Cost Recovery Analysis

The following tables provide the results of the analysis, resulting full cost recovery amount, and recommended fees. For fees, services, and penalties in which the full cost, existing fee, and suggested fee is listed as “NA,” the amount or percentage was not calculable. This is most common when either the current or the suggested fee includes a variable component that is not comparable on a one-to-one basis, a full cost was not calculated (for penalties, fines, market-based fees, or items not included in the study), or when there is not a current fee amount to compare against.

Administrative Services

Item No.	Title	Current Fee/Charge	Unit	Notes
1	Miscellaneous			
2	Subpoena (For Non-Peace Employees)	\$275.00	per day	Mandated by GC68096.1
3	Digital Reproduction for Public Records Requests	\$5.00	per DVD's	no charge if they bring their own. GC7922.530(a)
4	Candidate Filing Fee	\$10.00		Mandated by Ord No. 527
5	Copies	\$0.10	per page	GC7922.530(a)
6	Notary Fee	\$15.00	per signature	GC8211
7	Returned Check (1st Offense)	\$25.00		
8	Returned Check (2nd Offense or more)	\$35.00		
9	Utility Research Assistance Fee	\$38.00	per request	
10	Business License			
11	Massage Establishment Permit	\$750.00		Livescan fee included
12	Massage Establishment Permit - Renewal	\$500.00		
13	Replacement of Massage Permit	\$25.00		
14	Renewal for Expired Massage Permit (Late Fee)	10%/month X annual fee for Massage Establishment		
15	Service Fee	New		This fee is intended to recover the costs associated with processing card payments, ACH transfers, and other electronic transactions, whether conducted online or in person

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$275.00	\$0
\$5.00	0%	\$5.00	\$0
NA	NA	\$10.00	\$0
\$0.10	0%	\$0.10	\$0
NA	NA	\$15.00	\$0
NA	NA	\$25.00	\$0
NA	NA	\$35.00	\$0
\$139.31	0%	\$139.00	\$101
\$689.13	0%	\$689.00	-\$61
\$689.13	0%	\$689.00	\$189
\$134.53	0%	\$134.00	\$109
NA	NA	10%/month X annual fee for Massage Establishment	\$0
NA	NA	<i>The service fee shall vary based on the rate negotiated with the third-party vendor. In no event shall the service fee exceed 6% for vendors without a minimum per-transaction charge. For vendors with a contractually established minimum per-transaction charge, the City shall not impose a service fee exceeding \$4.00 per transaction without further City Council approval</i>	NA

Water Utility Billing

Item No.	Title	Current Fee/Charge	Unit
1	New Account/Application Fee	\$45.00	
2	Past Due Notice	\$10.00	
3	After Hours Service	\$90.00	
4	Cut Lock / Broken Lock / Missing Lock	\$60.00	
5	Meter Abandonment	\$100.00	
6	Monthly Maintenance Fee for Accounts w/Backflow Devices	\$7.00	
7	Intentional Damage to Meter	\$120.00	plus cost of equipment
8	Broken Angle Stop	\$45.00	per hour plus cost of equipment
9	Unauthorized turn-on or turn-off Meter Register	\$30.00	
10	Broken or Missing Meter Register	\$45.00	per hour plus cost of equipment
11	Unauthorized Use of Hydrant for Filling Water Truck (Per Occurrence)	\$350.00	Plus cost of water
12	Delinquent Service Charge	10% of Outstanding Balance	
13	Meter Re-Reads & Efficiency Checks (Customer Initiated)	\$30.00	
14	Water Shut Off Charge	\$65.00	
15	Hang Tag Charges	\$30.00	
16	Temporary Construction Meter Processing Fee	\$100.00	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$138.58	50%	\$69.00	\$24
NA	NA	\$10.00	\$0
\$576.46	50%	\$288.00	\$198
\$190.43	0%	\$190.00	\$130
\$219.59	0%	\$219.00	\$119
NA	NA	\$7.00	\$0
\$370.08	0%	\$370.00	\$250
\$673.42	0%	\$673.00	\$628
\$142.08	1%	\$140.00	\$110
\$151.76	1%	\$150.00	\$105
NA	NA	\$350.00	\$0
NA	NA	10% of Outstanding balance	\$0
\$70.00	0%	\$70.00	\$40
NA	NA	\$65.00	\$0
NA	NA	\$50.00	\$20
\$151.09	1%	\$150.00	\$50

Water Utility Billing

Item No.	Title	Current Fee/Charge	Unit
17	Construction Water - Use of City Equipment	\$2,650.00	(deposit)
18	Lock-on Meter Fee	\$40.00	

Note: Deposit based fees are subject to change based upon direction of the Community Development Director or designee per Municipal Code 3.32.035.

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$2,650 (deposit)	\$0
NA	NA	\$100.00	\$60

Planning

Item No.	Title	Current Fee/Charge	Unit
1	Annexation Request	\$5,000.00	deposit
2	Appeal Processing (residents - non-applicant)	\$50.00	flat fee
3	Appeal Processing (non-residents & applicant)	\$1,000.00	deposit
4	Certificate of Compatibility	\$1,000.00	deposit
5	Conditional Use Permit - New Construction	\$2,000.00	deposit
6	Conditional Use Permit - Others	New	Flat fee
7	Conditional Use Permit - Amendment	New	deposit/flat fee
8	Minor Conditional Use Permit	\$1,000.00	deposit
9	Development Agreement	\$2,000.00	deposit
10	Entertainment Permit	\$550.00	Deposit
11	Environmental Review (CEQA)	\$2,000.00	deposit
12	General Plan Amendment	\$2,000.00	deposit

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
NA	NA	\$5,000.00	deposit	\$0
\$2,005.62	63%	\$750.00	flat fee	\$700
NA	NA	\$2,000.00	deposit	\$1,000
NA	NA	\$2,000.00	deposit	\$1,000
NA	NA	\$4,000.00	deposit	\$2,000
\$4,161.71	4%	\$4,000.00	Flat fee	NA
NA	NA	50% of original fee	deposit/flat fee	NA
\$1,531.95	2%	\$1,500.00	Flat Fee	\$500
NA	NA	\$5,000.00	deposit	\$3,000
\$1,266.64	5%	\$1,200.00	flat fee	\$650
NA	NA	Varies by Project	deposit	NA
NA	NA	\$10,000.00	deposit	\$8,000

Planning

Item No.	Title	Current Fee/Charge	Unit
13	General Plan Maintenance Fee	\$1.96	per \$1,000 of construction value
14	Planning Entitlement/Plan Check Management Rate	\$175.00	per hour
15	Planning Entitlement/Plan Check Regular Rate	\$109.00	per hour
16	Planning Entitlement/Plan Check Supervisory Rate	New	per hour
17	Expedited Planning Plan Check Rate (case by case basis at the direction of Director or designee)	New	per hour
18	Precise Development - New Construction	\$2,000.00	deposit
19	Precise Development - Others	New	Flat fee
20	Special Projects	\$2,000.00	deposit
21	Specific Plan	\$2,000.00	deposit
22	Specific Plan Amendment	\$2,000.00	deposit
23	Temporary Trailer	\$500.00	deposit
24	Zone Change	\$2,000.00	deposit
25	Variance	\$2,000.00	deposit
26	Zoning Ordinance Amendment	\$2,000.00	deposit

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
\$2.76	0%	\$2.76	per \$1,000 of construction value	\$1
\$249.38	0%	\$249.00	per hour	\$74
\$129.72	1%	\$129.00	per hour	\$20
\$161.73	0%	\$161.00	per hour	NA
\$270.41	0%	\$270.00	per hour	NA
NA	NA	\$2,500.00	deposit	\$500
\$2,539.37	2%	\$2,500.00	flat fee	NA
NA	NA	Varies - as determined appropriate per CD Director	deposit	NA
NA	NA	\$10,000.00	deposit	\$8,000
NA	NA	\$7,500.00	deposit	\$5,500
NA	NA	\$1,500.00	deposit	\$1,000
NA	NA	\$10,000.00	deposit	\$8,000
NA	NA	\$2,000.00	deposit	\$0
NA	NA	\$5,000.00	deposit	\$3,000

Planning

Item No.	Title	Current Fee/Charge	Unit
27	Temporary Use Permit - Large Events	\$300.00	
28	Temporary Use Permit - Others	New	Flat Fee
29	Historic Preservation Listing	\$250.00	Deposit
30	Mills Act Contract	\$250.00	Deposit
31	Film Permit - Large Scale	New	
32	Film Permit - Small Scale	\$500.00	Deposit
33	Temporary Signs/Banners	\$85.00	flat fee
34	Preliminary Plan Review	\$2,000.00	deposit
35	Tentative Parcel/Tract Map - Regular	\$2,000.00	deposit
36	Tentative Parcel/Tract Map - Ministerial	\$2,000.00	deposit
37	Tree Removal Permit (up to 5 trees)	\$500.00	Deposit
38	Tree Removal Permit (6+ trees)	New	Flat fee
39	Zoning Verification Letter	\$291.00	Flat fee
40	Plan Review - New Construction	\$2,000.00	deposit
41	Plan Review - Others	\$1,000.00	Flat fee

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
NA	NA	\$850.00	deposit	\$550
\$870.32	2%	\$850.00	flat fee	NA
NA	NA	\$250.00	deposit	\$0
\$2,030.09	1%	\$2,000.00	flat fee	\$1,750
NA	NA	\$650.00	Deposit	NA
\$668.95	3%	\$650.00	flat fee	\$150
\$129.72	34%	\$85.00	flat fee	\$0
\$2,537.51	1%	\$2,500.00	flat fee	\$500
NA	NA	\$5,000.00	deposit	\$3,000
NA	NA	\$2,000.00	deposit	\$0
\$570.37	4%	\$550.00	flat fee	\$50
\$822.32	3%	\$800.00	flat fee	NA
\$404.39	1%	\$400.00	flat fee	\$109
NA	NA	\$2,000.00	deposit	\$0
\$1,538.43	2%	\$1,500.00	flat fee	\$500

Planning

Item No.	Title	Current Fee/Charge	Unit
42	Administrative Remedy	\$500.00	deposit
43	Administrative Interpretation	New	Flat fee
44	Encroachment License Agreement	New	flat fee

NOTE:

If contract services are provided, will be billed at Actual Cost plus Indirect %

If a project requires multiple applications that require both deposit and flat fee, it will be processed as a deposit based application

If a project requires multiple flat fee applications, the City will charge highest flat fee required + 25% of each flat fee

Deposit based fees are subject to change based upon direction of the Community Development Director or designee per Municipal Code 3.32.035.

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
\$768.44	2%	\$750.00	flat fee	\$250
\$1,074.40	7%	\$1,000.00	flat fee	NA
\$525.02	5%	\$500.00	flat fee	NA

Building & Safety

Item No.	Title	Current Fee/Charge	Unit	Notes
1	Parking Permit			
2	Initial Parking Permit Application and Renewal Application Permit (In-Person)	\$34.00		
3	Initial Parking Permit Application and Renewal Application Permit (Online)	\$22.00		
4	Overnight Parking Permit Appeals	\$30.00		
5	Development Fee			
6	Building Permit Technician Rate	New	per hour	
7	Building Plan Check Rate	\$130.00	per hour	
8	Expedited Building Plan Check Rate (case by case basis at the direction of Director or designee)	New	per hour	
9	Building Management Rate	\$188.00	per hour	
10	Building Inspection Rate	\$146.00	per hour	
11	Building Inspection Outside Normal Business Hours (4 hrs Min.)	\$219.00	per hour	
12	Building callback inspections/re-inspections	\$146.00	per hour	
13	Building Inspection (When Building Fires Occurs During Working Hours)	New		
14	Building Inspection (When Building Fires Occurs During Non-Working Hours)	New		
15	Grading Miscellaneous - Inspection Outside Normal Business Hrs (Min. 4 hrs)	\$219.00	per hour	
16	Records Management Fee	.0001 x valuation (Valuation = \$1 per square foot)		
17	Green Building Standards Fee	\$4 per \$100,000 valuation; minimum \$1		
18	Seismic Fee (residential)	.00013 x valuation		
19	Seismic Fee (Non-residential)	.00028 x valuation		
20	Technology Fee (For Permitting System)	0.08% of Construction Permit Valuation		
21	General Maintenance Fee	.00196 x valuation (Valuation Varies)		
22	Permit Issuance Fees - Building & Safety Division	\$40.00	per permit (included in FLAT fees)	
23	Certificate of Occupancy - Ownership Change	\$125.00		
24	Certificate of Occupancy - All Others	\$313.00		
25	Certificate of Occupancy - Temporary (TCO)	\$168.00		
26	Grading Permit			
27	Mass/Rough Grading Plan Check - Initial Fee Includes 3 reviews	New	Per Sheet	
28	Mass/Rough Grading Plan Check - 4th and subsequent reviews	New	Per Sheet	
29	Precise Grading Plan Check - Initial Fee Includes 3 reviews	New	Per Sheet	
30	Precise Grading Plan Check - 4th and subsequent reviews	New	Per Sheet	
31	Mass/Rough Grading Inspection - 0 - 100 CY	Deposit based		
32	Mass/Rough Grading Inspection - 101-1,000 CY	New	Each additional 100 CY over 100 CY (prorated per CY - \$127.00)	
33	Mass/Rough Grading Inspection - 1,001 - 10,000 CY	New	Each additional 1000 CY (prorated per CY - \$427)	
34	Mass/Rough Grading Inspection - 10,001- 100,000 CY	New	each additional 10,000 CY (prorated per CY \$391.00)	
35	Mass/Rough Grading Inspection - >100,000 CY Plus \$ 8,919.00 (	New	each additional 10,000 CY or portion thereof over 100,00 CY (prorated per cubic yard \$338.00).	
36	Studies (Hydrology, WQMP, Geotechnical Reports,.....)	Deposit		
37	Deposit Program			
38	Industrial Buildings - 0-10,000 sq. ft.	\$900.00	Plan Check Amt.	
39	Industrial Buildings - 0-10,000 sq. ft.	\$1,300.00	Inspection Amt.	
40	Industrial Buildings - 10,000-30,000 sq. ft.	\$2,350.00	Plan Check Amt.	
41	Industrial Buildings - 10,000-30,000 sq. ft.	\$3,650.00	Inspection Amt.	
42	Industrial Buildings - 30,000-60,000 sq. ft.	\$4,550.00	Plan Check Amt.	
43	Industrial Buildings - 30,000-60,000 sq. ft.	\$7,150.00	Inspection Amt.	
44	Industrial Buildings - 60,000-100,000 sq. ft.	\$10,150.00	Plan Check Amt.	
45	Industrial Buildings - 60,000-100,000 sq. ft.	\$15,600.00	Inspection Amt.	

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
\$70.16	0%	\$70.00	flat	\$36
\$46.77	2%	\$46.00	flat	\$24
\$117.88	1%	\$117.00		\$87
\$93.55	1%	\$93.00		NA
\$157.88	1%	\$157.00	per hour	\$27
\$283.49	1%	\$280.00	per hour	NA
\$189.00	1%	\$188.00		\$0
\$146.08	0%	\$146.00		\$0
\$981.71	0%	\$981.00		\$762
\$146.08	0%	\$146.00		\$0
\$377.99	0%	\$377.00		NA
\$755.99	0%	\$755.00		NA
\$876.50	0%	\$876.00		\$657
NA	NA	.0001 x valuation (Valuation = \$1 per square foot)		\$0
NA	NA	\$4 per \$100,000 valuation; minimum \$1		\$0
NA	NA	.00013 x valuation		\$0
NA	NA	.00028 x valuation		\$0
0.21%	3%	0.20%		0.12%
0.00276%	0%	0.00276%		0.001%
\$93.55	1%	\$93.00		\$53
\$393.25	0%	\$393.00		\$268
\$715.64	0%	\$715.00		\$402
\$585.92	0%	\$585.00		\$417
\$1,393.07	0%	\$1,393.00	flat	NA
\$464.36	12%	\$410.00	flat	NA
\$2,371.10	0%	\$2,371.00	flat	NA
\$790.37	23%	\$610.00	flat	NA
\$736.28	0%	\$736.00	flat	NA
\$2,617.89	0%	\$2,617.00	flat	NA
\$7,199.19	0%	\$7,199.00	flat	NA
\$12,434.97	0%	\$12,434.00	flat	NA
\$17,997.98	0%	\$17,997.00	flat	NA
NA	NA	Actual Cost		\$0
NA	NA	\$5,000.00	Deposit	\$4,100
NA	NA	\$4,500.00	Deposit	\$3,200
NA	NA	\$7,000.00	Deposit	\$4,650
NA	NA	\$7,000.00	Deposit	\$3,350
NA	NA	\$10,000.00	Deposit	\$5,450
NA	NA	\$10,000.00	Deposit	\$2,850
NA	NA	\$12,000.00	Deposit	\$1,850
NA	NA	\$12,000.00	Deposit	-\$3,600

Building & Safety

Item No.	Title	Current Fee/Charge	Unit	Notes
46	Industrial Buildings - 100,000+ sq. ft.	To be determined by Building Official	Plan Check Amt.	
47	Industrial Buildings - 100,000+ sq. ft.	To be determined by Building Official	Inspection Amt.	
48	Commercial Buildings - 0-5,000 sq. ft.	\$1,000.00	Plan Check Amt.	
49	Commercial Buildings - 0-5,000 sq. ft.	\$1,550.00	Inspection Amt.	
50	Commercial Buildings - 5,001-10,000 sq. ft.	\$2,600.00	Plan Check Amt.	
51	Commercial Buildings - 5,001-10,000 sq. ft.	\$4,000.00	Inspection Amt.	
52	Commercial Buildings - 10,001-30,000 sq. ft.	\$5,200.00	Plan Check Amt.	
53	Commercial Buildings - 10,001-30,000 sq. ft.	\$7,900.00	Inspection Amt.	
54	Commercial Buildings - 30,001-60,000 sq. ft.	\$8,600.00	Plan Check Amt.	
55	Commercial Buildings - 30,001-60,000 sq. ft.	\$13,100.00	Inspection Amt.	
56	Commercial Buildings - 60,001 - 100,000 sq. ft.	\$8,600.00	Plan Check Amt.	
57	Commercial Buildings - 60,001 - 100,000 sq. ft.	\$13,100.00	Inspection Amt.	
58	Commercial Buildings - 100,000+ sq. ft.	\$11,000.00	Plan Check Amt.	
59	Commercial Buildings - 100,000+ sq. ft.	\$16,900.00	Inspection Amt.	
60	Multi-Family Residential - 0-5,000 sq. ft.	\$1,400.00	Plan Check Amt.	
61	Multi-Family Residential - 0-5,000 sq. ft.	\$2,200.00	Inspection Amt.	
62	Multi-Family Residential - 5,001-10,000 sq. ft.	\$1,400.00	Plan Check Amt.	
63	Multi-Family Residential - 5,001-10,000 sq. ft.	\$2,200.00	Inspection Amt.	
64	Multi-Family Residential - 10,001-30,000 sq. ft.	\$3,650.00	Plan Check Amt.	
65	Multi-Family Residential - 10,001-30,000 sq. ft.	\$5,600.00	Inspection Amt.	
66	Multi-Family Residential - 30,001 - 60,000 sq. ft.	\$7,150.00	Plan Check Amt.	
67	Multi-Family Residential - 30,001 - 60,000 sq. ft.	\$10,900.00	Inspection Amt.	
68	Multi-Family Residential - 60,000+ sq. ft.	\$8,450.00	Plan Check Amt.	
69	Multi-Family Residential - 60,000+ sq. ft.	\$3,000.00	Inspection Amt.	
70	Group R-3 (Construction Type IIIB, VA, VB)			
71	One and Two Family Dwellings (Including ADU's) - 0 - 999 sq. ft (3 plan review included)	New		
72	One and Two Family Dwellings (Including ADU's) - 1000 -1,999 sq. ft (3 plan reviews included)	New		
73	One and Two Family Dwellings - 2000 -2,999 sq. ft (3 plan reviews included)	New		
74	One and Two Family Dwellings - 3000 -3,999 sq. ft (3 plan reviews included)	New		
75	One and Two Family Dwellings - 4000 -4,999 sq. ft (3 plan reviews included)	New		
76	One and Two Family Dwellings - 5,000 -6,999 sq. ft (3 plan reviews included)	New		
77	One and Two Family Dwellings - 7,000 -8,999 sq. ft (3 plan reviews included)	New		
78	One and Two Family Dwellings - 9,000+ sq. ft (3 plan reviews included)	New		
79	Group R-3 (Construction Type IIB, IIIA, IV)			
80	One and Two Family Dwellings (Including ADU's) - 0 - 999 sq. ft (3 plan review included)	New		
81	One and Two Family Dwellings (Including ADU's) - 1000 -1,999 sq. ft (3 plan reviews included)	New		
82	One and Two Family Dwellings - 2000 -2,999 sq. ft (3 plan reviews included)	New		
83	One and Two Family Dwellings - 3000 -3,999 sq. ft (3 plan reviews included)	New		
84	One and Two Family Dwellings - 4000 -4,999 sq. ft (3 plan reviews included)	New		
85	One and Two Family Dwellings - 5,000 -6,999 sq. ft (3 plan reviews included)	New		
86	One and Two Family Dwellings - 7,000 -8,999 sq. ft (3 plan reviews included)	New		

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
NA	NA	\$25,000.00	Deposit	NA
NA	NA	\$25,000.00	Deposit	NA
NA	NA	\$4,000.00	Deposit	\$3,000
NA	NA	\$4,000.00	Deposit	\$2,450
NA	NA	\$6,000.00	Deposit	\$3,400
NA	NA	\$6,500.00	Deposit	\$2,500
NA	NA	\$8,000.00	Deposit	\$2,800
NA	NA	\$10,000.00	Deposit	\$2,100
NA	NA	\$10,000.00	Deposit	\$1,400
NA	NA	\$14,000.00	Deposit	\$900
NA	NA	\$12,000.00	Deposit	\$3,400
NA	NA	\$16,000.00	Deposit	\$2,900
NA	NA	\$20,000.00	Deposit	\$9,000
NA	NA	\$20,000.00	Deposit	\$3,100
NA	NA	\$6,000.00	Deposit	\$4,600
NA	NA	\$6,000.00	Deposit	\$3,800
NA	NA	\$10,000.00	Deposit	\$8,600
NA	NA	\$10,000.00	Deposit	\$7,800
NA	NA	\$12,000.00	Deposit	\$8,350
NA	NA	\$14,000.00	Deposit	\$8,400
NA	NA	\$18,000.00	Deposit	\$10,850
NA	NA	\$20,000.00	Deposit	\$9,100
NA	NA	\$24,000.00	Deposit	\$15,550
NA	NA	\$24,000.00	Deposit	\$21,000
\$3,743.66	0%	\$3,743.00	flat	NA
\$4,339.78	0%	\$4,339.00	flat	NA
\$4,982.66	0%	\$4,982.00	flat	NA
\$5,558.20	0%	\$5,558.00	flat	NA
\$6,322.74	0%	\$6,322.00	flat	NA
\$7,005.73	0%	\$7,005.00	flat	NA
\$8,752.74	0%	\$8,752.00	flat	NA
NA	NA	To be determined by the Building Official	flat	NA
\$4,848.39	0%	\$4,848.00	flat	NA
\$5,280.88	0%	\$5,280.00	flat	NA
\$7,069.10	0%	\$7,069.00	flat	NA
\$7,644.64	0%	\$7,644.00	flat	NA
\$8,314.67	0%	\$8,314.00	flat	NA
\$9,206.32	0%	\$9,206.00	flat	NA
\$10,953.32	0%	\$10,953.00	flat	NA

Building & Safety

Item No.	Title	Current Fee/Charge	Unit	Notes
87	One and Two Family Dwellings - 9,000+ sq. ft (3 plan reviews included)	New		
88	Group R-3 (Construction Type IA, IB, IIA)			
89	One and Two Family Dwellings (Including ADU's) - 0 - 999 sq. ft (3 plan review included)	New		
90	One and Two Family Dwellings (Including ADU's) - 1000 -1,999 sq. ft (3 plan reviews included)	New		
91	One and Two Family Dwellings - 2000 -2,999 sq. ft (3 plan reviews included)	New		
92	One and Two Family Dwellings - 3000 -3,999 sq. ft (3 plan reviews included)	New		
93	One and Two Family Dwellings - 4000 -4,999 sq. ft (3 plan reviews included)	New		
94	One and Two Family Dwellings - 5,000 -6,999 sq. ft (3 plan reviews included)	New		
95	One and Two Family Dwellings - 7,000 -8,999 sq. ft (3 plan reviews included)	New		
96	One and Two Family Dwellings - 9,000+ sq. ft (3 plan reviews included)	New		
97	Group A,B,E,F,I,M,S (Construction Type IIIB, VA, VB)			
98	Tenant Improvement - 0 - 1,999 sq. ft (3 plan review included)	New		
99	Tenant Improvement - 2,000 - 4,999 sq. ft (3 plan review included)	New		
100	Tenant Improvement - 5,000 - 9,999 sq. ft (3 plan review included)	New		
101	Tenant Improvement - 10,000 - 24,999 sq. ft (3 plan review included)	New		
102	Tenant Improvement - 25,000 - 49,999 sq. ft (3 plan review included)	New		
103	Tenant Improvement - 50,000 - 49,999 sq. ft (3 plan review included)	New		
104	Tenant Improvement - 50,000 - 75,000 sq. ft (3 plan review included)	New		
105	Tenant Improvement - Over 75,000 sq. ft (3 plan review included)	New		
106	Group A,B,E,F,I,M,S (Construction Type IIB, IIIA, IV)			
107	Tenant Improvement - 0 - 1,999 sq. ft (3 plan review included)	New		
108	Tenant Improvement - 2,000 - 4,999 sq. ft (3 plan review included)	New		
109	Tenant Improvement - 5,000 - 9,999 sq. ft (3 plan review included)	New		
110	Tenant Improvement - 10,000 - 24,999 sq. ft (3 plan review included)	New		
111	Tenant Improvement - 25,000 - 49,999 sq. ft (3 plan review included)	New		
112	Tenant Improvement - 50,000 - 49,999 sq. ft (3 plan review included)	New		
113	Tenant Improvement - 50,000 - 75,000 sq. ft (3 plan review included)	New		
114	Tenant Improvement - Over 75,000 sq. ft (3 plan review included)	New		
115	Group A,B,E,F,I,M,S (Construction Type IA, IB, IIA)			
116	Tenant Improvement - 0 - 1,999 sq. ft (3 plan review included)	New		
117	Tenant Improvement - 2,000 - 4,999 sq. ft (3 plan review included)	New		
118	Tenant Improvement - 5,000 - 9,999 sq. ft (3 plan review included)	New		
119	Tenant Improvement - 10,000 - 24,999 sq. ft (3 plan review included)	New		
120	Tenant Improvement - 25,000 - 49,999 sq. ft (3 plan review included)	New		
121	Tenant Improvement - 50,000 - 49,999 sq. ft (3 plan review included)	New		
122	Tenant Improvement - 50,000 - 75,000 sq. ft (3 plan review included)	New		

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
NA	NA	To be determined by the Building Official	flat	NA
\$7,325.85	0%	\$7,325.00	flat	NA
\$7,823.71	0%	\$7,823.00	flat	NA
\$9,022.82	0%	\$9,022.00	flat	NA
\$10,699.90	0%	\$10,699.00	flat	NA
\$11,722.51	0%	\$11,722.00	flat	NA
\$12,745.13	0%	\$12,745.00	flat	NA
\$14,504.52	0%	\$14,504.00	flat	NA
NA	NA	To be determined by the Building Official	flat	NA
\$3,598.80	0%	\$3,598.00	flat	NA
\$4,356.34	0%	\$4,356.00	flat	NA
\$5,499.49	0%	\$5,499.00	flat	NA
\$7,388.60	0%	\$7,388.00	flat	NA
\$8,307.54	0%	\$8,307.00	flat	NA
\$9,262.36	0%	\$9,262.00	flat	NA
\$10,378.52	0%	\$10,378.00	flat	NA
NA	NA	To be determined by the Building Official	flat	NA
\$4,110.10	0%	\$4,110.00	flat	NA
\$5,010.81	0%	\$5,010.00	flat	NA
\$6,522.11	0%	\$6,522.00	flat	NA
\$8,083.98	0%	\$8,083.00	flat	NA
\$9,002.92	0%	\$9,002.00	flat	NA
\$10,653.36	0%	\$10,653.00	flat	NA
\$11,442.28	0%	\$11,442.00	flat	NA
NA	NA	To be determined by the Building Official	flat	NA
\$4,899.98	0%	\$4,899.00	flat	NA
\$6,127.92	0%	\$6,127.00	flat	NA
\$7,871.96	0%	\$7,871.00	flat	NA
\$9,761.06	0%	\$9,761.00	flat	NA
\$10,680.01	0%	\$10,680.00	flat	NA
\$12,330.44	0%	\$12,330.00	flat	NA
\$15,123.69	0%	\$15,123.00	flat	NA

Building & Safety

Item No.	Title	Current Fee/Charge	Unit	Notes
123	Tenant Improvement - Over 75,000 sq. ft (3 plan review included)	New		
124	Business Signs (Up to 3 signs, same charge for additional 3 signs) (up to 3 plan reviews)	\$80 / \$120		
125	Group U Occupancy (Construction Type VA,VB,IIIB)			
126	Garage / Workshop / Green House - 0 - 1,000 sq. ft (3 plan review included)	New		
127	Garage / Workshop / GreenHouse -1,001 - 3,000 sq. ft (3 plan review included)	New		
128	Garage / Workshop / Greenhouse- 3,000 + sq. ft (3 plan review included)	New		
129	Miscellaneous - Wood deck, patio enclosure, fire damage, minor demolition, spray booth, storage rack (up to 3 plan reviews)	deposit based		
130	Miscellaneous - All other items not otherwise identified	\$200 / \$300		
131	Miscellaneous - General residential minor repairs	\$55 / \$80		
132	Patio Cover/ Latice/Wood Deck/Porch (Not Enclosed) up to 500 square feet (Up to 3 Plan Reviews)	Deposit Program		
133	Patio Cover/Lattice/Wood Deck/Porch (Not Enclosed) each additional 250 square feet (up to 3 plan reviews)	New		
134	Enclosed Patio Cover up to 500 square feet (Up to 3 Plan Reviews)	New		
135	Enclosed Patio Cover each additional 250 square feet (up to 3 plan reviews)	New		
136	Landscape Permit			
137	Landscape Plan Check			
138	Base Fee (3 submittals)	New	per sheet	
139	Each additional submittal	New	per sheet	
140	Landscape Inspection			
141	less than 0.5 acres	New		
142	>.5 to 1 Acres	New		
143	>1-1.5 Acres	New		
144	>1.5 - 2 Acres	New		
145	2 - 2.5 Acres	New		
146	Each additional 1/2 acre > 2.5	New		
147	Additional Inspections or re-inspections	New	per hour	
148	Electrical Permit			
149	Multi-family Residential Buildings (Apartments, Motels, Hotels & Condo & non-residential construction (tenant improvements) - per 100 square feet	New	per 100 sq ft / single item	
150	Multi-family Residential Buildings (Apartments, Motels, Hotels & Condo & non-residential construction (tenant improvements) - each additional square feet	New	each square feet after	
151	New Single and Two Family buildings - per 100 square feet	New	per 100 sq ft / single item	
152	New Single and Two Family buildings - each additional square feet	New	each square feet after	
153	Garages, Carports, Covered Patios (attached or detached) Misc structures - per 100 square feet	New	per 100 sq ft / single item	
154	Garages, Carports, Covered Patios (attached or detached) Misc structures - each additional square feet	New	each square feet after	

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
NA	NA	To be determined by the Building Official		NA
\$458.69	0%	\$458.00		\$338
\$2,141.78	0%	\$2,141.00	flat	NA
\$2,600.47	0%	\$2,600.00	flat	NA
NA	NA	To be determined by the Building Official		NA
\$1,068.08	0%	\$1,068.00	flat	NA
\$1,068.08	0%	\$1,068.00	flat	\$768
\$285.14	0%	\$285.00	flat	\$205
\$870.62	0%	\$870.00	flat	NA
\$370.45	0%	\$370.00	flat	NA
\$989.20	0%	\$989.00	flat	NA
\$435.31	0%	\$435.00	flat	NA
\$1,464.85	0%	\$1,464.00		NA
\$274.84	0%	\$274.00		NA
\$6,792.39	0%	\$6,792.00		NA
\$11,689.17	0%	\$11,689.00		NA
\$15,153.16	0%	\$15,153.00		NA
\$16,980.98	0%	\$16,980.00		NA
\$18,808.80	0%	\$18,808.00		NA
\$2,087.25	0%	\$2,087.00		NA
\$163.62	0%	\$163.00		NA
\$21.18	1%	\$21.00		NA
\$0.21	1%	\$0.21		NA
\$24.86	3%	\$24.00		NA
\$0.25	3%	\$0.24		NA
\$11.98	8%	\$11.00		NA
\$0.12	0%	\$0.12		NA

Building & Safety

Item No.	Title	Current Fee/Charge	Unit	Notes
155	Mechanical Permit			
156	Mechanical Permit	New		
157	Plumbing Permit			
158	Plumbing Permit	New		
159	Miscellaneous Fees			
160	Training Surcharge (AB 717)	New	Per permit	
161	Deferred Submittal plan check Fee for flat fee based projects	New	per hour (2 hrs min.)	
162	Permit Renewal Fee	New		
163	Plan Check Renewal Fee for flat fee based projects	New		
164	Expediated Plan Check	New	per hour (2 hrs min.)	
165	Drywall (< 400 Sq. Ft.)	New	Each	
166	Drywall additional 100 sq. ft.	New	each 100 sq. ft.	
167	Stucco (< 400 Sq. Ft.)	New	Each	
168	Stucco additional 100 sq. ft.	New	each 100	
169	Siding (< 400 Sq. Ft.)	New	Each	
170	Siding additional 100 sq. ft.	New	each 100 sq. ft.	
171	New Window or opening	New	Each	
172	Additional window or opening	New	Each	
173	Window or door Replacement	New	Up to 5 windows	
174	additional 5 windows (Each)	New		
175	Roof Solar Tube	New	Each	
176	Skylight	New	Each (Less than 10 sq. Ft.)	
177	Skylight	New	Each (Greater than 10 sq. Ft. or structural)	
178	Light Pole	New	Each (All trades)	
179	Additional light pole	New	each additional	
180	Flag Pole	New	Each	
181	Non-structural Re-Roofing - For the first 3,000 square feet	\$335.00	deposit	
182	Non-structural - each additional 1,000 square foot	New		
183	Structural Re-Roofing - For the first 2,000 square feet	New		
184	Structural Re-roofing- each additional 1,000 square foot	New		
185	Non-Retaining Block Wall up to 100 linear feet (City Standard Details) Engineer Design fees to be determined by BO	Deposit Program		
186	Non-Retaining Block Wall - each additional 100 linear feet (City Standard Details) Engineer Design fees to be determined by BO	New		
187	City Standard Retaining Wall for up to four feet high, up to 50 linear feet	Deposit Program		
188	City Standard Retaining Wall each additional 50 linear feet	New		
189	Non-City Standard Retaining Wall for up to six feet high, up to 50 linear feet - Residential Foundation Repair (up to 3 plan reviews)	New		
190	Non-City Standard Retaining Wall each additional 50 linear feet - Residential Foundation Repair (up to 3 plan reviews)	New		
191	Non-City Standard Retaining Wall for up to nine feet high, up to 50 linear feet (up to 3 plan reviews)	Deposit Program		
192	Non-City Standard Retaining Wall each additional 50 linear feet	New		
193	Pool / Spa (Up to 500 sq. ft.) (up to 3 plan reviews)	Deposit Program		
194	Pool / Spa (500 sq. ft. to 1000 sq. ft.) (up to 3 plan reviews)	New		
195	Pool / Spa (Greater than 1000 sq. ft.) (up to 3 plan reviews)	New		
196	Small Appliances - For the first appliance	\$50.00		
197	Temporary Trailer	\$500.00	deposit	
198	Other Fees			

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
NA	NA	80% of electrical		NA
NA	NA	80% of electrical		NA
\$3.00	0%	\$3.00		NA
\$184.07	0%	\$184.00		NA
NA	NA	All of original fee		NA
NA	NA	All of original fee		NA
\$276.11	0%	\$276.00	per hour	NA
\$268.81	0%	\$268.00		NA
\$34.59	2%	\$34.00		NA
\$350.62	0%	\$350.00		NA
\$47.68	1%	\$47.00		NA
\$268.81	0%	\$268.00		NA
\$34.59	2%	\$34.00		NA
\$164.49	0%	\$164.00		NA
\$70.55	1%	\$70.00		NA
\$334.37	0%	\$334.00		NA
\$120.94	1%	\$120.00		NA
\$305.59	0%	\$305.00		NA
\$387.40	0%	\$387.00		NA
\$505.98	0%	\$505.00		NA
\$836.10	0%	\$836.00		NA
\$141.10	0%	\$141.00		NA
\$530.51	0%	\$530.00		NA
\$328.98	0%	\$328.00	flat	-\$7
\$93.94	1%	\$93.00	flat	NA
\$470.08	0%	\$470.00	flat	NA
\$235.04	0%	\$235.00	flat	NA
\$275.25	0%	\$275.00	flat	NA
\$137.62	0%	\$137.00	flat	NA
\$458.69	0%	\$458.00	flat	NA
\$229.35	0%	\$229.00	flat	NA
\$599.80	0%	\$599.00	flat	NA
\$299.90	0%	\$299.00	flat	NA
\$859.48	0%	\$859.00	flat	NA
\$370.45	0%	\$370.00	flat	NA
\$1,136.62	0%	\$1,136.00	flat	NA
\$1,864.42	0%	\$1,864.00	flat	NA
\$2,555.44	0%	\$2,555.00	flat	NA
\$105.20	0%	\$105.00	flat	\$55
\$414.86	0%	\$414.00	flat	-\$86

Building & Safety

Item No.	Title	Current Fee/Charge	Unit	Notes
199	Administrative Penalty Fee	1st Offense - Not to Exceed \$100; 2nd Offense - Not to Exceed \$200; 3rd Offense -Not to Exceed \$500. The sum of all fines for the same violation is not to exceed \$1,000	citations	
200	Special Inspector Registration (Each Certification)	New	Each Certification	
201	ADA Hardship Exemption Form (Processing, review & approval)	New	per hour (Min. 4 hours)	
202	Building Code Modification Form or Alternate Means & Methods Form (Processing, review & approval)	New	per hour (5 hr Min.)	
203	Temporary Structures/Buildings (Event stages, Event Tents, Construction Trailers,.....)	New		
204	Non-Residential Solar Permit	1,000.00	plus \$7 per kW for each kW between 51kW and 250kW, and \$5 for each kW above 250 kW	Regulated
205	Residential Energy Storage System Permit	450.00		Recently adopted / Regulated
206	Non-Residential Energy Storage System Permit	1,000.00		Regulated
207	Fire Sprinklers (Structural Review)	New	Building management rate (2 hrs min.)	
208	CERTIFICATE OF COMPLIANCE (New Construction)	New		
209	Processing for Change of Contractor, Architect or Owner	New		
210	Reinstatement of Expired Building Application (at discretion of Building Official) Each Extension	168.00		
211	Reinstatement of Expired Permit (at discretion of Building Official) Each Extension	168.00		

NOTE:

For Items not identified above, the Building Official will determine the applicable fees

Deposit based fees are subject to change based upon direction of the Community Development Director or designee per Municipal Code 3.32.035.

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
NA	NA	1st Offense - Not to Exceed \$100; 2nd Offense - Not to Exceed \$200; 3rd Offense - Not to Exceed \$500. The sum of all fines for the same violation is not to exceed \$1,000		\$0
\$330.27	0%	\$330.00		NA
\$189.00	0%	\$189.00		NA
\$189.00	0%	\$189.00		NA
\$759.27	0%	\$759.00		NA
NA	NA	\$1,000.00		\$0
\$452.81	1%	\$450.00		\$0
NA	NA	\$1,000.00		\$0
\$377.99	0%	\$377.00		NA
\$468.51	0%	\$468.00		NA
\$235.77	0%	\$235.00		NA
\$235.77	0%	\$235.00		\$67
\$235.77	0%	\$235.00		\$67

FIRE SERVICES

Item No.	Title	Current Fee/Charge	Unit	Notes
1	Fire Prevention Inspection Fee	\$134.00	Small Business	
2	Fire Suppression Inspection Fee	New	Small Business	
3	Operational Fire Permit	\$209.00	initial permit	
4	Fire Plan Check Rate	\$133.00	per hour	
5	Fire Inspection Rate	\$133.00	per hour	
6	Fire Permit Technician Rate	New	per hour	
7	After Hours Fire Inspection Rate	\$133.00	per hour	
8	After Hours Plan Check Rate	\$133.00	per hour	
9	Additional Fire re-inspection	\$133.00	per hour	
10	Expedited Fire Plan Check (case by case basis at the direction of Director or designee)	\$200.00	per hour	based upon contract cost recovery rate
11	Permit Issuance Fee	\$40.00	each permit	
12	Fire Code Non-Compliance Fee for Re-inspection after 2nd re-inspection	\$231.50		
13	Fire False Alarm Response	\$192.00	per occurrence	after 3rd occurrence after 90 days, or 4th occurrence after 180 days
14	Fire Code Interpretation Fee	\$42.00	per hour (\$84 minimum)	
15	Event Stand-by (2 hour minimum)	\$160.00	per hour (\$320 minimum)	
16	Special events permit/inspection fee	New	per hour	based upon cost recovery rate
17	Special events permit/inspection fee - after hours	New	per hour	based upon cost recovery rate
18	AB38 inspection	\$133.00		
19	AM&M Review	New		
20	IROL Specialty System Fee	New	per report	
21	Fire Marshal Inspection Fee	New	per hour	
22	Hazardous Vegetation Inspection Initial Inspection	New		Fee waived, if compliance is made within 30 days
23	Hazardous Vegetation Inspection Reinspection (2nd and 3rd Inspection)	New		
24	Hazardous Vegetation Inspection Reinspection (4th and Subsequent Inspections)	New		
25	EMS Related Fees Set and adjusted per Orange County EMS fee schedule (Policy #714.00)	Set and adjusted per Orange County EMS fee schedule (Policy #714.00)		

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
\$111.78	1%	\$111.00	per hour/unit	-\$23
\$83.91	1%	\$83.00	per 1/2 hour	NA
\$55.89	2%	\$55.00	each permit	-\$154
\$218.02	0%	\$218.00	per hour	\$85
\$111.78	1%	\$111.00	per hour	-\$22
\$94.59	2%	\$93.00	per hour	NA
\$167.67	0%	\$167.00	per hour	\$34
\$327.02	0%	\$327.00	per hour	\$194
\$111.78	1%	\$111.00	per hour	-\$22
\$282.29	1%	\$280.00	per hour	\$80
\$94.59	1%	\$94.00	each permit	\$54
NA	NA	\$300.00		\$69
\$671.31	0%	\$671.00	per occurrence	\$479
\$188.19	0%	\$188.00	per hour (\$376 minimum)	\$146
\$111.78	1%	\$111.00	per hour (\$222 minimum)	-\$49
\$111.78	1%	\$111.00	per hour	NA
\$167.67	0%	\$167.00	per hour	NA
\$111.78	1%	\$111.00		-\$22.00
\$188.19	0%	\$188.00	per hour	NA
\$35.00	0%	\$35.00	per report	NA
\$188.19	0%	\$188.00	per hour	NA
\$111.78	1%	\$111.00		NA
NA	NA	\$222.00	per inspection	NA
NA	NA	\$444.00	per inspection	NA
NA	NA	Set and adjusted per Orange County fee schedule		\$0.00

FIRE SERVICES

Item No.	Title	Current Fee/Charge	Unit	Notes
26	First Responder Fee (Non Residents; Senior living, assisted living, residential care, skilled nursing, and long-term acute care facilities that are not meeting the expected standard of care or having excessive lift assist/ help up calls)	New	Engine on Scene - No ambulance	Non Residents; Senior living, assisted living, residential care, skilled nursing, and long-term acute care facilities that are not meeting the expected standard of care or having excessive lift assist/ help up calls
27	Assessment Fee Non Residents; Senior living, assisted living, residential care, skilled nursing, and long-term acute care facilities that are not meeting the expected standard of care or having excessive lift assist/ help up calls	New	Engine on Scene AND ambulance	Non Residents; Senior living, assisted living, residential care, skilled nursing, and long-term acute care facilities that are not meeting the expected standard of care or having excessive lift assist/ help up calls
28	Fire Permit Extension Fee	New		

NOTE:

Deposit based fees are subject to change based upon direction of the Community Development Director or designee per Municipal Code 3.32.035.

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
\$834.86	50%	\$415.00		NA
\$1,218.84	66%	\$415.00		NA
\$169.62	1%	\$168.00		NA

Police

Item No.	Title	Current Fee/Charge	Unit
1	Audio Duplication	\$35.00	per copy
2	Alarm System Application Permit (Residential)	\$25.00	
3	Alarm System Application Permit (Commercial)	\$25.00	
4	Brea False Alarm Fees (1st & 2nd False Alarm)	Free	
5	Brea False Alarm Fees (3rd False Alarm)	\$100.00	
6	Brea False Alarm Fees (4th False Alarm)	\$125.00	
7	Brea False Alarm Fees (All False Alarms over 4)	\$150.00	
8	Citation Sign-Off	\$25.00	
9	Clearance Letter	\$25.00	
10	Local Records Check	\$15.00	
11	Photographs - Digital	\$35.00	
12	Police Reports	\$3.00	
13	Subpoenas	\$15.00	
14	Subpoena requiring officer appearance (applies to Firefighters and Peace Officers)	\$275 per day (Mandated by GC68097.2)	
15	Vehicle Releases (Stored)	\$110.00	
16	Vehicle Releases (Impounded)	\$162.00	
17	Vehicle Repossession Fee	\$15.00	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$85.80	39%	\$52.00	\$17
\$43.27	15%	\$37.00	\$12
\$43.27	15%	\$37.00	\$12
NA	NA	Free	\$0
NA	NA	\$100.00	\$0
NA	NA	\$125.00	\$0
NA	NA	\$150.00	\$0
\$28.13	0%	\$28.00	\$3
\$31.22	1%	\$31.00	\$6
NA	NA	\$15.00	\$0
\$51.40	32%	\$35.00	\$0
NA	NA	\$3.00	\$0
NA	NA	\$15.00	\$0
NA	NA	\$275 per day (Mandated by GC68097.2)	\$0
\$145.43	0%	\$145.00	\$35
\$207.15	0%	\$207.00	\$45
NA	NA	\$15.00	\$0

Police

Item No.	Title	Current Fee/Charge	Unit
18	Video Duplication	\$35.00	per copy
19	Parking Fees	Varies	
20	Towing Franchising	\$30.00	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$110.55	53%	\$52.00	\$17
NA	NA	Varies	\$0
NA	NA	Per Contract Rate	\$0

Public Works

Item No.	Title	Current Fee/Charge	Unit	Notes
1	Development Hourly Rates			
2	Public Works Plan Check Management Rate	\$167.00	Per Hour	
3	Public Works Plan Check Rate	\$171.00	Per Hour	
4	Public Works Inspection Management Rate	\$168.00	Per Hour	
5	Public Works Inspection Rate	\$168.00	Per Hour	
6	Public Works Permit Technician Rate	New	Per Hour	
7	Expedited Public Works Plan Check Rate (case by case basis at the direction of Director or designee)	New	per Hour	
8	After Hour Rate (Public Works Inspection) (2 Hour Minimum)	\$252.00	Per Hour	
9	Admin Fees			
10	Permit Application	\$30.00	Per Permit	
11	Permit Issuance	\$45.00	Per Permit	
12	FOG Application	\$60.00	Per Permit	
13	Encroachment Permit Fees (Non-Development)			
14	Improvement Plan Review	New	Per Plan	
15	per additional sheet	New	Per Sheet	
16	Traffic Control Review (site specific)	New		
17	Traffic Control Review (WATCH)	New		
18	Variance Request	New		
19	Addressing Review	New		
20	90 Day Permit Extension	New		
21	Encroachment Permit Fees (Development)			
22	Improvement Plan Review	New		
23	per additional sheet	New	Per Sheet	
24	Traffic Control Review (site specific)	New		
25	per additional sheet	New	Per sheet	
26	Traffic Control Review (WATCH)	New		
27	Variance Request	New		
28	Addressing Review	New		
29	90 Day Permit Extension	New		
30	Encroachment Permit Fees (Utility)			
31	Improvement Plan Review	New		
32	per additional sheet	New	Per Sheet	
33	Traffic Control Review (site specific)	New		
34	per additional sheet	New	Per sheet	
35	Traffic Control Review (WATCH)	New		
36	Variance Request	New		
37	Addressing Review	New		
38	90 Day Permit Extension	New		
39	Encroachment Permit Fees (SWF)			
40	Application, Plan Check, and Issuance Fee (up to 5 facilities)	\$500.00	Per Application	Set by STATE
41	6+ Facilities	\$100.00	Per SWF after 5	Set by STATE

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
\$286.74	0%	\$286.00	per Hour (FLAT)	\$119
\$220.32	0%	\$220.00	per Hour (FLAT)	\$49
\$286.74	0%	\$286.00	per Hour (FLAT)	\$118
\$219.85	0%	\$219.00	per Hour (FLAT)	\$51
\$104.24	0%	\$104.00	per Hour (FLAT)	NA
\$330.48	0%	\$330.00	per Hour (FLAT)	NA
\$329.77	0%	\$329.00	per Hour (FLAT)	\$77
\$154.39	3%	\$150.00	Flat	\$120
\$93.55	1%	\$93.00	Flat	\$48
\$110.82	46%	\$60.00	Flat	\$0
\$857.60	1%	\$850.00	Flat	NA
\$46.05	2%	\$45.00	Deposit	NA
\$286.74	1%	\$285.00	Flat	NA
\$77.20	3%	\$75.00	Flat	NA
\$255.88	0%	\$255.00	Flat	NA
\$308.79	3%	\$300.00	Flat	NA
\$77.20	3%	\$75.00	Flat	NA
\$235.47	0%	\$235.00	Deposit	NA
\$92.10	2%	\$90.00	Deposit	NA
\$317.88	1%	\$315.00	Deposit	NA
\$143.37	2%	\$140.00	Deposit	NA
\$77.20	3%	\$75.00	Deposit	NA
\$255.88	0%	\$255.00	Flat	NA
\$308.79	3%	\$300.00	Flat	NA
\$77.20	3%	\$75.00	Flat	NA
\$380.47	0%	\$380.00	Deposit	NA
\$92.10	2%	\$90.00	Deposit	NA
\$317.88	1%	\$315.00	Deposit	NA
\$143.37	2%	\$140.00	Deposit	NA
\$77.20	3%	\$75.00	Deposit	NA
\$255.88	0%	\$255.00	Flat	NA
\$308.79	3%	\$300.00	Flat	NA
\$77.20	3%	\$75.00	Flat	NA
\$953.47	0%	\$950.00	Flat	\$450
\$184.19	2%	\$180.00	Flat	\$80

Public Works

Item No.	Title	Current Fee/Charge	Unit	Notes
42	Application, Plan Check, and Issuance Fee (New Pole for SWF)	\$1,000.00	Per SWF	Set by STATE
43	Recurring Fee	\$270.00	Per SWF Per year	Set by STATE
44	Development Permit Fees			
45	Plan Review (Planning/Administrative Approvals)	Varies	Per Submittal	
46	Plan Review (Entitlement Review)	Varies	Per Submittal	
47	Plan Review (On-site building permit)	Varies	Per Submittal	
48	Plan Review (Off-site improvement plans)	See below		
49	0-5 Sheets	New	Per Tier	
50	6-10 Sheets	New	Per Tier	
51	11-15 Sheets	New	Per Tier	
52	16-20 Sheets	New	Per Tier	
53	20+ Sheets	New	Per Tier	
54	Plan Review (Technical Study)	\$2,400.00	Per Document	
55	Agreement Fee	\$2,400.00	Per Document	
56	Agreement Amendment Fee	\$2,400.00	Per Document	
57	Mapping Review Fee	\$4,000.00	Per Submittal	
58	Inspection Fees			
59	Inspection (Non-Dev)	See non-dev encroachment permit fees above	Per Submittal	Flat fee includes inspection
60	Inspection (Development & Utility)			
61	0-5 hours	New	Per Tier	Deposit
62	6-10 hours	New	Per Tier	Deposit
63	11-20 hours	New	Per Tier	Deposit
64	21-30 hours	New	Per Tier	Deposit
65	31+ hours	New	Per Tier	Deposit
66	On-Site Inspection (NPDES)	New	Per Hour	
67	Miscellaneous Fees			
68	Wide Load Permit	\$20.00	Per Submittal	

NOTE:

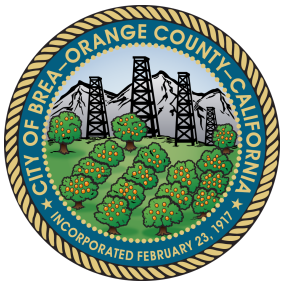
Deposit based fees are subject to change based upon direction of the Community Development Director or designee per Municipal Code 3.32.035.

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
\$1,966.54	3%	\$1,900.00	Flat	\$900
NA	NA	\$270.00	Flat	\$0
\$286.74	1%	\$285.00	Deposit	NA
\$5,734.72	0%	\$5,730.00	Deposit	NA
\$10,035.76	0%	\$10,000.00	Deposit	NA
NA	NA	See below	See below	\$0
\$11,469.44	0%	\$11,460.00	Deposit	NA
\$17,204.16	0%	\$17,200.00	Deposit	NA
\$22,938.88	0%	\$22,930.00	Deposit	NA
\$28,673.60	0%	\$28,670.00	Deposit	NA
\$34,408.32	0%	\$34,400.00	Deposit	NA
\$5,734.72	0%	\$5,730.00	Deposit	\$3,330
\$4,301.04	0%	\$4,300.00	Deposit	\$1,900
\$4,301.04	0%	\$4,300.00	Deposit	\$1,900
\$8,602.08	0%	\$8,600.00	Deposit	\$4,600
NA	NA	See non-dev encroachment permit fees above		\$0
\$1,433.68	0%	\$1,430.00	Per Tier	NA
\$2,867.36	0%	\$2,860.00	Per Tier	NA
\$5,734.72	0%	\$5,730.00	Per Tier	NA
\$8,602.08	0%	\$8,600.00	Per Tier	NA
\$11,469.44	0%	\$11,465.00	Per Tier	NA
\$197.33	1%	\$195.00	Per Hour (Deposit)	NA
\$38.85	2%	\$38.00	Flat	\$18



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CITY *of* BREa

**City Council Regular Meeting
Communication
November 4, 2025
Item No. 4A.**

Waive Full Reading of and Introduce Ordinance No. 1268, an Ordinance of the City of Brea Extending the Term of a Pipeline Franchise Granted to Cardinal California Pipeline, L.P., and Approve a CEQA Exemption Determination

TO	PREPARED BY
Honorable Mayor and City Council Members	Matthew Cuevas, Senior Management Analyst
DEPARTMENT HEAD APPROVAL	CITY MANAGER APPROVAL
Michael Ho, Public Works Director	Kristin Griffith, City Manager

RECOMMENDATION

Staff recommends the City Council take the following actions:

1. Waive full reading of and introduce Ordinance No. 1268 by title only and approve a California Environmental Quality Act (CEQA) exemption determination; and
2. Appropriate any revenues received as part of this franchise in the Fiscal Year 2025-2026 Operating Budget; and
3. Authorize the City Clerk to accept a new faithful performance bond upon final adoption of the Ordinance

BACKGROUND/DISCUSSION

Cardinal California Pipeline, L.P. ("Cardinal") submitted an application requesting that a previously granted pipeline franchise be extended to continue operating and maintaining an existing petroleum pipeline in the City. The California Public Utilities Code ("CPUC") and Brea City Code ("BCC") require any person, firm, or corporation utilizing City property to convey petroleum or similar products to have a valid franchise with the City of Brea.

In consultation with the City Attorney's office, staff has determined that Cardinal's application is for the extension of an existing pipeline franchise and not to construct, build, and operate an entirely new pipeline within the City. Therefore, the City Council is not required to adopt a Resolution of Intent to Grant or conduct a Public Hearing and can introduce the Ordinance for first reading. The extension of this pipeline franchise is exempt from CEQA under Section 15301 ("Existing Facilities") of the CEQA Guidelines, and this Categorical Exemption has been incorporated by reference in the Ordinance ("Exhibit B"). Staff recommends waiving the second reading of the Ordinance at the next regularly scheduled City Council meeting.

If the Ordinance is adopted at that time, then both the Ordinance and franchise would become effective 30 days later. The term of the franchise would be for ten years. Cardinal would be the franchisee for 2,754 lineal feet of 8-inch diameter proprietary pipeline along Brea Canyon Road and Orangewood Drive. Attached is a map ("Exhibit A") depicting the location of the pipeline in the City. Upon final adoption of the Ordinance by the City Council, Cardinal will submit a \$100,000 faithful performance bond referencing the new Ordinance No. 1268. The California Public Utilities Commission regulates pipeline activity and establishes the rates charged for pipeline franchises. The rates for a non-public utility, or proprietary, pipeline franchise are also incorporated into the Brea City Code under Chapter 8. 42: Pipeline Franchises ("Table A"). The annual payments are based on a formula associated with the internal diameter and length of the pipelines subject to annual Consumer Price Index ("CPI") adjustments. The franchise fees for the pipeline depicted in Exhibit A have been paid through 2024 under Ordinance No. 1160. If the ordinance is adopted, the annual base franchise fee is estimated at \$1,339.94, and a one-time base granting fee of \$7,747.50, for Fiscal Year 2025-2026. Both base fees have been adjusted by the annual CPI; therefore, there will be a positive fiscal impact on the General Fund.

Table A: Pipeline Franchise Rates - Proprietary			
Internal Diameter of Pipeline (inches)	Length of Pipeline per Lineal Foot	Base Rate per Lineal Foot	Base Franchise Rate*
8"	2,754	\$0.471	\$1,339.94
One-time Base Granting Fee*			\$7,747.50
		Estimated FY 25-26 Franchise Fee	\$9,087.44
*Includes 3.3% CPI increase for 2025			

COMMISSION/COMMITTEE RECOMMENDATION

This staff report was reviewed by the Finance Committee at their October 28, 2025, meeting and recommended for City Council approval.

FISCAL IMPACT/SUMMARY

Cardinal has submitted an application requesting that a previous pipeline franchise be extended to operate and maintain an existing petroleum pipeline in the City of Brea. The pipeline franchise has been determined to be exempt from CEQA requirements according to Section 15301 of CEQA guidelines. Upon the City Council's final adoptions of the Ordinance ("Exhibit B"), appropriate all franchise fee revenues in the estimated amount of \$9,087.44 in the Fiscal Year 2025-2026 Operating Budget. Furthermore, staff is recommending the second reading be waived for the adoption of the Ordinance at the next regularly scheduled City Council meeting.

Attachments

[Exhibit A - Pipeline Map](#)

[Exhibit B - Ordinance No. 1268](#)

Cardinal Pipeline - Proprietary Pipelines



ORDINANCE NO. 1268

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BREA
EXTENDING THE TERM OF A PIPELINE FRANCHISE GRANTED TO
CARDINAL CALIFORNIA PIPELINE, L.P.**

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

SECTION 1. On or about March 6, 2012, in accordance with the provisions of Chapter 8.42 of the Brea City Code, the City Council adopted its Ordinance No. 1160, granting a franchise to Cardinal California Pipeline, L. P., a California limited partnership ("Franchisee"), for a term of 10 years from the effective date of that Ordinance, to maintain, operate, renew, repair, remove or abandon in place existing pipes and pipelines for the collection, transportation or distribution of oil, gas, gasoline, petroleum, wet gas, hydrocarbon substances, water, waste water, mud, steam, and other liquid and gaseous substances which are not more hazardous than the aforementioned substances, together with all existing manholes, valves, appurtenances and service connections necessary or convenient for the operation of such pipes or pipelines including existing conduits, cathodic protection devices, wires, cables and other appurtenances necessary or convenient for the exercise of the Franchisee's business, in, under, along or across those streets within the City of Brea as depicted in Exhibit "A" attached hereto and incorporated by reference herein (the "Franchise").

SECTION 2. The City Council hereby extends the Franchise for a term of ten (10) years commencing on _____, 2025 . This extension is subject to, and conditioned upon the Franchisee's compliance with, all provisions of this Ordinance and Chapter 8.42 of Title 8 of the Brea City Code, which Chapter is incorporated by reference herein.

SECTION 3. To the extent not contrary to Applicable Law, as defined in Chapter 8.42 of Title 8 of the Brea City Code, the City Council may from time to time amend this Ordinance or Chapter 8.42 of Title 8 and such amendments shall apply to the Franchisee to the extent such amendments are of general application to oil pipeline franchises in the City of Brea. Each and every provision of Chapter 8.42 of Title 8 of the Brea City Code shall apply to the Franchise.

SECTION 4. The City Council finds that the extension of the Franchise ("Project") was reviewed in accordance with the California Environmental Quality Act of 1970 ("CEQA") and the Guidelines thereunder, and that there is no substantial evidence that the Project will have a significant effect on the environment. The City Council further finds that the Project is exempt from CEQA pursuant to Section 15301 ("Existing Facilities") of the CEQA Guidelines, and that this Categorical Exemption, incorporated herein by reference, reflects the independent judgment of the City Council. Based thereon, the City Council hereby adopts the Categorical Exemption for the Project.

SECTION 5. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by the decision or legislation of any court of competent jurisdiction, or by reason of preemptive legislation, such decision or legislation shall not affect the validity of the remaining portions thereof. The City Council declares that it would have passed this Ordinance, and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that one or more

of the sections, subsections, sentences, clauses, or phrases thereof is declared invalid or unconstitutional.

SECTION 6. The City Clerk shall certify to the adoption of this Ordinance.

APPROVED AND ADOPTED this ___ day of _____, 2025.

Blair Stewart, Mayor

ATTEST:

Victoria Popescu, City Clerk

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

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

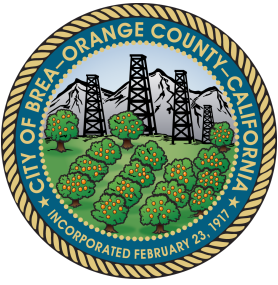
ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

DATED: _____, 2025

Victoria Popescu, City Clerk

EXHIBIT “A”



CITY *of* BREA

City Council Regular Meeting
Communication
November 4, 2025
Item No. 5A.

October 21, 2025 Regular City Council Meeting Minutes

TO	PREPARED BY
Honorable Mayor and City Council Members	Christina Dizol, Deputy City Clerk
DEPARTMENT HEAD APPROVAL	CITY MANAGER APPROVAL
Kristin Griffith, City Manager	Kristin Griffith, City Manager

RECOMMENDATION

Approve.

Attachments

[10-21-2025 - Draft Minutes.pdf](#)

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

Minutes for the City Council Regular Meeting

1 Civic Center Circle, Brea, California 92821

October 21, 2025

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

- **Blair Stewart**, Mayor
- **Cecilia Hupp**, Mayor Pro Tem
- **Christine Marick**, Council Member
- **Marty Simonoff**, Council Member

Absent:

- **Steven Vargas**, Council Member

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

1.A. Call to Order/Roll Call

Mayor Stewart called the Study Session to order at 6:30 p.m. All members were present, with Council Member Vargas absent.

1.B. Public Comment

None.

1.C. Clarify Regular Meeting Topics

None.

1.D. Consideration of Request for Land Sale - 220 South Orange Avenue

Assistant Planner Nava provided a presentation that included background information on the land sale request of 220 South Orange Ave. She reviewed the property history, current lease agreement with Brea Olinda Unified School District, and the land sale request. She also reviewed the California Surplus Land Act and stated the subject property meets the requirements to be considered an Exempt Surplus Land.

In response to Council questions, Assistant Planner Nava and Assistant City Manager/Community Development Director Killebrew discussed the William Senior Apartments Affordable Housing

restrictions, previous covenant agreement, property value, affordability clause, development size and high-density housing.

The City Council directed staff to connect with the prospective buyer and bring the item back to a future meeting.

1.E. Council Member Reports/Requests

None.

1.F. Study Session Adjournment

Mayor Stewart adjourned the Study Session at 6:41 p.m.

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

2.A. Call to Order/Roll Call

Mayor Stewart called the General Session to order at 7:00 p.m. All members were present, with Council Member Vargas absent.

2.B. Pledge of Allegiance: Girl Scout Troop 2115

Girl Scout Troop 2115 led the Pledge of Allegiance.

2.C. Invocation: Pastor Dan Crane, Formation Church

Pastor Dan Crane, Formation Church, led the Invocation.

2.D. Proclamation: Arts and Humanities Month

Mayor Stewart presented Cultural Arts Commission Chair Beverly Falco with a Proclamation recognizing October as Arts and Humanities Month.

2.E. Presentation: Arts and Humanities Month Recognition

Mayor Stewart presented Brea Olinda High School Student, Ryan Kim and members of the Photography with Analog Film Club a Certificate of Recognition in honor of Arts and Humanities Month.

2.F. Presentation: 2025 First Half Crime Stats and Police Activity Overview

Police Captain Walehwa provided a presentation on the 2025 Crime Stat Overview. He spoke about crimes against persons, crimes against property, crimes against society, traffic enforcement, emergency response times, significant offenses and community engagement.

In response to Council Member Simonoff's question, Captain Walehwa reviewed the impact of Prop 36 and the effects it has had on the Police Department.

In response to Mayor Stewart's questions, Captain Walehwa provided an update on the Integrated Crime Center (ICC).

2.G. Report - Prior Study Session

Assistant City Manager/Community Development Director Killebrew provided a report on the prior Study Session.

2.H. Community Announcements

Council Member Marick announced the City will be hosting National Drug Take Back Day on Saturday, October 25 from 10:00 a.m. to 2:00 p.m. at the circle driveway in front of the Brea Civic and Cultural Center.

Mayor Pro Tem Hupp announced that the City will be hosting its first ever Dine Brea event from November 3 - 9, 2025. She indicated that participating restaurants will offer exclusive menus, discounts, and special promotions. She encouraged residents to participate and support local restaurants. She stated additional information can be found on the City's website.

Council Member Simonoff invited the community to the City's annual Veterans Day Ceremony on November 11 at 10:00 a.m. at the Brea Veterans Memorial.

Mayor Stewart reminded the community that the City has reinstated parking enforcement for the street sweeping program. He stated warnings have been issued and citations will be given out starting the week of November 3, 2025. He encouraged residents to visit the City website to view the street sweeping schedule.

2.I. Matters from the Audience

Sean Thomas expressed gratitude to the Public Works Department for resolving a trash issue involving the Bandera Estates Mobile Park community. He spoke in support of those who participated in the "No Kings" protest and expressed gratitude to the Police Department for their assistance in keeping the peace during a demonstration that took place on State College Boulevard and Imperial Highway.

Dan Crane expressed gratitude to the Community Services Department for hosting a luncheon for all pastors in Brea.

Brett Barbre, Director of the Yorba Linda Water District invited the Council to attend the dedication of a new Heli-Hydrant at the Diemer Filtration Plant in Yorba Linda on November 6, 2025 at 9:00 a.m.

2.J. Response to Public Inquiries

Assistant City Manager/Community Development Director Killebrew responded to public inquiries.

3. CONSENT CALENDAR

Motion was made by Mayor Pro Tem Hupp and seconded by Council Member Simonoff to approve City Consent Calendar Items 3A - 3F. Motion passed 4-0-1-0 (Ayes: Stewart, Hupp, Marick, Simonoff. Absent: Vargas)

3.A. October 7, 2025 Regular City Council Meeting Minutes

The City Council approved the October 7, 2025 City Council Meeting Minutes as written.

3.B. Second Reading and Adoption of an Ordinance Establishing Standards and Procedures for Creating Economic Development Programs and Incentives, and Adding Title 17 "Economic Development" to the Brea City Code

The City Council found Ordinance No. 1266 exempt from the California Environmental Quality Act (CEQA) pursuant Section 15061 (b)(3) of the CEQA Guidelines.; and waived the full reading of and adopted Ordinance No. 1266 titled "An Ordinance of the City Council of the City of Brea Establishing Standards and Procedures for Creating Economic Development Programs and Incentives", and Adding Title 17 "Economic Development" to the Brea City Code.

3.C. Approve the Purchase of Self-Contained Breathing Apparatus Equipment with AllStar Fire Equipment Inc.

The City Council approved the purchase of ten (10) Scott X3-Pro Self-Contained Breathing Apparatus units with associated face-pieces and amplifiers, and the exchange of ten (10) 15-year cylinders for ten (10) 30-year cylinders in the amount of \$83,328.68 from AllStar Fire Equipment.

3.D. Resolution to Certify Funding and Affirm Commitment to Implement Projects in the FY 2026-27 - FY 2031-32 Federal Transportation Improvement Program

The City Council adopted Resolution No. 2025-065 Certifying Resources and Affirming Commitment to the 2027 Federal Transportation Improvement Program.

3.E. Monthly Report of Investments for the City of Brea for Period Ended September 30, 2025

The City Council received and filed the Monthly Report of Investments for the period ended September 30, 2025.

3.F. September Outgoing Payment Log and City Disbursement Registers for September 26, October 3, and October 10, 2025

The City Council received and filed the September Outgoing Payment Log and City Disbursement Registers for September 26, October 3, and October 10, 2025.

4. CITY/SUCCESSOR AGENCY - CONSENT

Motion was made by Mayor Pro Tem Hupp and seconded by Council Member Simonoff to approve City/Successor Agency Consent Item 4A. Motion passed 4-0-1-0 (Ayes: Stewart, Hupp, Marick, Simonoff. Absent: Vargas)

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

The City Council, as the Successor Agency, received and filed the Monthly Report of Investments for the Successor Agency to the Brea Redevelopment Agency for Period Ended September 30, 2025.

5. ADMINISTRATIVE ANNOUNCEMENTS

5.A. City Manager

None.

5.B. City Attorney

None.

5.C. Council Requests

None.

6. COUNCIL ANNOUNCEMENTS

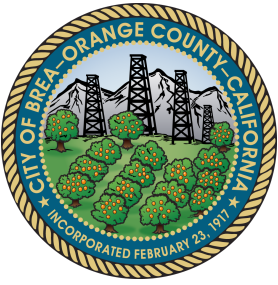
6.A. Council Announcements

None.

7. ADJOURNMENT

7.A. Meeting Adjournment

Mayor Stewart adjourned the General Session at 7:29 p.m.



CITY *of* BREa

**City Council Regular Meeting
Communication
November 4, 2025
Item No. 5B.**

Approval of the 9-1-1 Phone System Maintenance Contract

TO	PREPARED BY
Honorable Mayor and City Council Members	Tina Meyer, Communications Supervisor
DEPARTMENT HEAD APPROVAL	CITY MANAGER APPROVAL
Adam Hawley, Police Chief	Kristin Griffith, City Manager

RECOMMENDATION

Staff recommends that the Finance Committee recommend the City Council take the following actions:

1. Approve an agreement with AT&T for the 9-1-1 Phone System Maintenance Contract for a six-month term;
2. Authorize the Chief of Police or their designee to execute the agreement; and
3. Amend the Fiscal Year 2025-27 General Fund (110) Operating Budget to appropriate \$38,316.25 for the six-month agreement with reimbursement from Cal OES.

BACKGROUND/DISCUSSION

The City of Brea Police Department has maintained a contract with AT&T for the 9-1-1 Phone System for the past seven years, and is set to expire December 2025. Additionally, AT&T continues to remain the only authorized provider for servicing the existing system. The State has approved our request to purchase a new 9-1-1 call handling solution, which will include ongoing maintenance for five (5) years (Attachment 1). However, there will be a gap between the expiration of the current agreement and the full implementation of the new system.

The six-month maintenance contract with AT&T is necessary to ensure uninterrupted and complete coverage while the Police Department undergoes the process of purchasing and transitioning to a new 911 call handling solution. The state has agreed to fully fund the six-month maintenance contract, while we are in the process of selecting and implementing the most appropriate 911 call handling solution. During this transitional period, it is essential that we maintain full operational capability of our current system to avoid any communication disruptions. This maintenance contract will provide the necessary support and protection while the new phone system is being implemented, ensuring a smooth transition without service interruptions. Both the six-month maintenance contract and the upgrade to our 911 call handling solution will be fully funded by the state, meaning there will be no impact to the general fund.

COMMISSION/COMMITTEE RECOMMENDATION

This staff report was reviewed by the Finance Committee at their October 28, 2025, meeting and recommended for City Council approval.

FISCAL IMPACT/SUMMARY

Approval of this purchase will cost approximately \$38,316.25 (Attachment 2). The purchase has been pre-approved by CAL EOS and will be reimbursed by CAL EOS within 30 days. Any reimbursement received or expenditures incurred will be programmed in the FY 2025-27 Operating Budget. There will be no net impact to the General Fund.

Attachments

[State Commitment to fund.pdf](#)

[AT&T Quote.pdf](#)



STATE OF CALIFORNIA
CALIFORNIA GOVERNORS OFFICE OF EMERGENCY SERVICES
COMMITMENT TO FUND 9-1-1 EQUIPMENT AND SERVICES
OES-PSC-288 (Rev. 11-2022)



LOGISTICS MANAGEMENT
PUBLIC SAFETY COMMUNICATIONS

This Form To Be Completed By The State 9-1-1 Office Only

Public Agency:	BREA PD	Contractor Name:	AT&T
Address:	1 CIVIC CENTER CIRCLE	Mailing Address:	1452 EDINGER AVE
City, State, Zip:	BREA, CA 92821	City, State, Zip:	TUSTIN, CA 92780
PSAP Manager:	TINA MEYER	Representative:	JEFF REEVE
E-mail Address:	tmeyer@breapolice.gov	E-Mail Address:	ju7072@att.com
Phone Number:	714-990-7774	Phone Number:	714-227-1268
ALT Contact/Phone:		ALT Contact/Phone:	

Type of Funding Request:

- () 9-1-1 Equipment () 9-1-1 Network () Training
() 9-1-1 Education () County Coordinator Expense () 7-Digit Phone Lines
(X) Maintenance () Other:

Description of Equipment and Services to be funded: AT&T to provide UPS and maintain VESTA CPE system per established quote/service-period. PSAP may cancel with 30-days notice to vendor, this upon acceptance of subsequent CPE replacement. **NOTE TO PSAP:** Payment must be made by your agency directly to vendor. Reimbursement request to state to be submitted in arrears of payment; complete/sign the CALOES TD290-Reimbursement Claim form, include TD288 number assignment and submit to advisor with copy of vendor invoicing and agency proof-of-payment (copy of canceled check and/or detailed account ledger may be accepted). **PAYMENT ROUTE: PSAP REIMBURSEMENT**

Purchase/Service Information: Include equipment or service description, quantity, part number, unit cost, installation cost, monthly cost, tax and total cost. Attach contractors quote or PSAP purchase order, where applicable.

Description	Quantity	Service/ Eqmt. ID#	Unit Cost	Installation	Monthly Cost	Total Recurring Cost	Total Non- Recurring Cost
VESTA CPE MAINTENANCE YEAR 9 (12/12/2025 to 5/12/2026) (6 MONTHS)	6				3,822.67	22,936.02	
POSITION UPS REPLACEMENT	2						14,274.00
				Subtotal		22,936.02	14,274.00
				Tax and Surcharge		7.75%	1,106.24
				TOTAL APPROVED			\$38,316.26

TD-288 expiration date: N/A

Fiscal Year:

2025/2026

All invoices shall refer to tracking number: **28514**

Account Name:

3002 / 702.14

The State of California's monetary obligation under this agreement in subsequent fiscal years is subject to, and contingent upon, availability of funds in the State Emergency Telephone Account. Please be advised that this commitment to fund does not constitute a binding purchase order agreement.

RECOMMENDED APPROVAL BY	TELEPHONE NUMBER	APPROVED BY	DATE
DocuSigned by: F04F5BAAE47446F... DEVIN BROUSSARD	916-894-5057	DocuSigned by: 3D472DF8B2004ED... JANEE DABROWSKI	10/7/2025

DATE 9/22/2025

Support Agreement Quote
Brea PD

Support Agreement



AT&T Contact Jeff Reeve
Phone (714) 227-1268
Email ju7072@att.com
Address 1452 Edinger Ave.
Tustin, CA 92780

6 Position VESTA

6 Months

9-1-1 VESTA CPE BASIC STAND-ALONE SYSTEM

Maintenance through 5/12/2026	\$ 22,936.02
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Support Agreement Term 12/12/2025 through 5/12/2026

Backroom UPS Replacement Quantity
Position UPS Replacement Quantity

2	\$ 14,274.00
0	

AT&T will continue to provide Service under the Support Plan for as long as parts are available on a commercially reasonable basis.

In the event repair parts are not readily available:

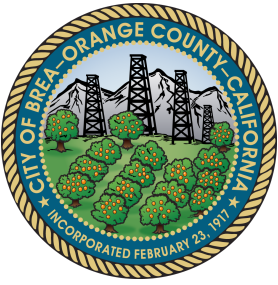
AT&T will advise customer and customer will have the option to replace the Equipment with a similar product.

In the event the customer declines to authorize such replacement, AT&T will cease providing Service for such Equipment.

UPS's	\$ 14,274.00
Tax 7.75	\$ 1,106.24
SYSTEM SUPPORT PLAN TOTAL	\$ 22,936.02

This Quote Valid until 1/20/2026

TOTAL	\$ 38,316.25
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CITY *of* BREA

City Council Regular Meeting
Communication
November 4, 2025
Item No. 5C.

City Disbursement Registers for October 17 and October 24, 2025

TO	PREPARED BY
Honorable Mayor and City Council Members	Faith Madrazo, Financial Services Manager, Revenue
DEPARTMENT HEAD APPROVAL	CITY MANAGER APPROVAL
Monica Lo, Administrative Services Director	Kristin Griffith, City Manager

RECOMMENDATION

Staff recommends that the City Council take the following action:

1. Receive and file the City Disbursement Registers.

Attachments

[City Disbursement Register 10.17.25.pdf](#)

[City Disbursement Register 10.24.25.pdf](#)

City Disbursement Register

Between Oct 13, 2025 12:00 AM and Oct 17, 2025 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
199269	10-33 INDUSTRIES LTD LIABILITIES CO	10/17/2025	33700	480515161	EQUIPMENT INSTALLATN	\$1,750.00
		10/17/2025	33700	231212141	POLICE EQUIPMENT	\$3,907.58
10-33 INDUSTRIES LTD LIABILITIES CO					Total Check Amount:	\$5,657.58
199270	APTUS COURT REPORTING, LLC	10/17/2025	33745	110141481	ARBTRTN HEARNG VOL II	\$4,170.40
		10/17/2025	33745	110141481	ARBTRTN HEARING VOL I	\$4,454.00
APTUS COURT REPORTING, LLC					Total Check Amount:	\$8,624.40
199271	BUDILO CONSTRUCTION INC	10/17/2025	33593	420515131	CLA VALVE MAINT	\$3,567.47
		10/17/2025	33593	420515131	CLA VALVE MAINT.	\$4,943.13
BUDILO CONSTRUCTION INC					Total Check Amount:	\$8,510.60
199272	BUSINESS CARD	10/17/2025	18749	110222223	BSCARD 092325 FIRE	\$77.25
		10/17/2025	18749	110404424	BSCARD 092325 CS II	\$1,458.42
		10/17/2025	18749	420515131	BSCARD 092325 WATER	\$88.10
		10/17/2025	18749	950	ILJAO BSCARD 0923 MJ	\$55.73
		10/17/2025	18749	110404215	BSCARD 092325 CS II	\$1,258.33
		10/17/2025	18749	110141481	BSCARD 092325 HR	\$838.75
		10/17/2025	18749	950000000	ILJAO BSCARD 0923 MJ	\$1,926.97
		10/17/2025	18749	110404217	BSCARD 092325 CS	\$1,162.38
		10/17/2025	18749	110404429	BSCARD 092325 CS	\$263.42
BUSINESS CARD					Total Check Amount:	\$7,129.35
199273	CINTAS	10/17/2025	24347	110404211	FIRST AID RESTOCK BCC	\$115.75
CINTAS					Total Check Amount:	\$115.75
199274	THE COUNSELING TEAM INTERNATIONAL	10/17/2025	13933	110222221	EMPL SUPP SVCS SEPT25	\$131.25
THE COUNSELING TEAM INTERNATIONAL					Total Check Amount:	\$131.25
199275	COUNTY OF ORANGE	10/17/2025	4799	110212122	OCATS FEES AUG25	\$1,104.51
COUNTY OF ORANGE					Total Check Amount:	\$1,104.51
199276	COUNTY OF ORANGE	10/17/2025	4799	110212122	PRKNG CITATIONS SEP25	\$9,230.50
COUNTY OF ORANGE					Total Check Amount:	\$9,230.50
199277	COUNTY OF ORANGE CLERK RECORDER	10/17/2025	1932	280323215	RECORDING FEE	\$18.00
COUNTY OF ORANGE CLERK RECORDER					Total Check Amount:	\$18.00
199278	COUNTY OF ORANGE TREASURER/	10/17/2025	1928	420515131	2526 SECURED PROP TAX	\$2,626.28
		10/17/2025	1928	490515151	2526 SECURED PROP TAX	\$39,114.78
COUNTY OF ORANGE TREASURER/					Total Check Amount:	\$41,741.06
199279	CRAFCO, INC.	10/17/2025	15159	110515121	ASPHALT BAY MIT	\$884.93
CRAFCO, INC.					Total Check Amount:	\$884.93
199280	CREATIVE BUS SALES, INC.	10/17/2025	32353	480515161	PC BOARD	\$490.53
CREATIVE BUS SALES, INC.					Total Check Amount:	\$490.53
199281	DEPARTMENT OF TRANSPORTATION	10/17/2025	13722	510707251	COOPAGRMNT 0771 AUG25	\$2,476.94

City Disbursement Register

Between Oct 13, 2025 12:00 AM and Oct 17, 2025 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
DEPARTMENT OF TRANSPORTATION					Total Check Amount:	\$2,476.94
199282	DIESEL EXHAUST & EMISSIONS, L.L.C.	10/17/2025	19406	480515161	TURBO REPAIR	\$4,782.33
DIESEL EXHAUST & EMISSIONS, L.L.C.					Total Check Amount:	\$4,782.33
199283	DOKKEN ENGINEERING	10/17/2025	33440	510707946	ENVIRNMNTL SVCS AUG25	\$1,986.82
DOKKEN ENGINEERING					Total Check Amount:	\$1,986.82
199284	SOUTHERN CALIFORNIA EDISON	10/17/2025	3343	490515151	ELECTRICITY SEPT 2025	\$49,398.35
		10/17/2025	3343	110515121	ELECTRICITY SEPT 2025	\$1,913.23
SOUTHERN CALIFORNIA EDISON					Total Check Amount:	\$51,311.58
199285	INTELLI-TECH	10/17/2025	8774	475141471	HP DISPLAY [10]	\$2,808.40
INTELLI-TECH					Total Check Amount:	\$2,808.40
199286	INTERNATIONAL CODE COUNCIL (ICC)	10/17/2025	18336	110323241	IMPC/ISPSC/IBC DOWNLD	\$823.61
		10/17/2025	18336	110323241	2025 CA CODE UPDATES	\$7,236.49
INTERNATIONAL CODE COUNCIL (ICC)					Total Check Amount:	\$8,060.10
199287	JONES MAYER	10/17/2025	12144	110323212	LEGAL:CODE ENF SEPT25	\$2,052.00
JONES MAYER					Total Check Amount:	\$2,052.00
199288	LAUREN YOUNG KYUNG KIM	10/17/2025	33596	110404215	PILATES/ZUMBA	\$210.00
LAUREN YOUNG KYUNG KIM					Total Check Amount:	\$210.00
199289	LANGUAGE LINE SERVICES	10/17/2025	19704	110212133	OTP INTRPRETATN SEP25	\$22.56
LANGUAGE LINE SERVICES					Total Check Amount:	\$22.56
199290	MARIPOSA LANDSCAPES, INC.	10/17/2025	27959	361515148	CITY FAC/TRAILS SEP25	\$115.49
		10/17/2025	27959	110515143	CITY FAC/TRAILS SEP25	\$5,954.32
		10/17/2025	27959	110515148	CITY FAC/TRAILS SEP25	\$2,120.27
MARIPOSA LANDSCAPES, INC.					Total Check Amount:	\$8,190.08
199291	MILLER MENDEL, INC.	10/17/2025	31793	110212111	ESOPH ENTRY	\$67.50
		10/17/2025	31793	110212111	SOCIAL MEDIA REPORT	\$67.50
		10/17/2025	31793	110212111	CREDIT REPORT	\$13.50
		10/17/2025	31793	110212111	PRODUCTION DATA STOR	\$129.79
		10/17/2025	31793	110212111	FAX UNIT/PAGE	\$7.70
MILLER MENDEL, INC.					Total Check Amount:	\$285.99
199292	MOORE FLOORING, INC.	10/17/2025	29107	181404250	FURNSH/INSTLL FLR BCC	\$1,893.00
MOORE FLOORING, INC.					Total Check Amount:	\$1,893.00
199293	MULTITUDE INSIGHTS, INC	10/17/2025	33713	950	REGNL BLTN 7/26-6/27	\$315,000.00
		10/17/2025	33713	950000000	REGNL BLTN 9/25-6/26	\$262,500.00
MULTITUDE INSIGHTS, INC					Total Check Amount:	\$577,500.00
199294	NETFILE, INC	10/17/2025	33748	475141471	ANNUAL SUB-AGENCY SVCS	\$3,200.00
NETFILE, INC					Total Check Amount:	\$3,200.00
199295	NR WORLD LLC	10/17/2025	32889	110404541	DJ SVCS 10/18/25	\$600.00
NR WORLD LLC					Total Check Amount:	\$600.00

City Disbursement Register

Between Oct 13, 2025 12:00 AM and Oct 17, 2025 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
199296	OC WRAPS, INC.	10/17/2025	32433	110404541	WINDOW MARKETING	\$581.00
OC WRAPS, INC.					Total Check Amount:	\$581.00
199297	ORANGE COUNTY STRIPING SERVICE	10/17/2025	10223	110515121	RE-STRIPE WORK	\$1,750.00
ORANGE COUNTY STRIPING SERVICE					Total Check Amount:	\$1,750.00
199298	ORIGINAL EQUIPMENT AUTO SUPPLY	10/17/2025	32413	480515161	CONNECTOR	\$130.61
		10/17/2025	32413	480515161	CREDIT	(\$24.80)
		10/17/2025	32413	480515161	BELT	\$75.91
		10/17/2025	32413	480515161	BELTS	\$74.06
		10/17/2025	32413	480515161	FAN AND MOTOR	\$277.23
		10/17/2025	32413	480515161	WHEEL LUG NUTS	\$17.62
ORIGINAL EQUIPMENT AUTO SUPPLY					Total Check Amount:	\$550.63
199299	PUENTE HILLS FORD	10/17/2025	25742	480515161	CYLINDER	\$136.64
		10/17/2025	25742	480515161	SHOCKS	\$255.02
		10/17/2025	25742	480515161	CREDIT	(\$275.37)
		10/17/2025	25742	480515161	LATCH	\$169.36
		10/17/2025	25742	480515161	MOULDING	\$106.79
		10/17/2025	25742	480515161	PULLEY	\$275.37
PUENTE HILLS FORD					Total Check Amount:	\$667.81
199300	RBI TRAFFIC, INC	10/17/2025	30571	110000000	TC PLAN CHECK JUL25	(\$141.75)
		10/17/2025	30571	110000000	TC PLAN CHECK AUG25	(\$288.75)
		10/17/2025	30571	84051517P	TC PLAN CHECK SEPT25	\$5,386.50
		10/17/2025	30571	110000000	TC PLAN CHECK SEPT25	(\$661.50)
		10/17/2025	30571	84051517P	TC PLAN CHECK AUG25	\$2,351.25
		10/17/2025	30571	84051517P	TC PLAN CHECK JUL25	\$1,154.25
RBI TRAFFIC, INC					Total Check Amount:	\$7,800.00
199301	RENEWELL FLEET SERVICE LLC	10/17/2025	33096	480515161	SEAT BELT ASSEMBLY	\$915.07
		10/17/2025	33096	480515161	SWITCHES	\$162.25
		10/17/2025	33096	480515161	PRIMER PUMP	\$1,561.38
		10/17/2025	33096	480515161	SEAT BELT BUCKLE	\$566.76
RENEWELL FLEET SERVICE LLC					Total Check Amount:	\$3,205.46
199302	RIVERSIDE COUNTY SHERIFF'S DEPT	10/17/2025	10660	110212111	FIREARMS/TACTICL INST	\$1,262.00
RIVERSIDE COUNTY SHERIFF'S DEPT					Total Check Amount:	\$1,262.00
199303	MITCHELL 1 (SHOPKEY)	10/17/2025	30003	480515161	25/26 SHOPKEY SUBSCR	\$2,028.00
MITCHELL 1 (SHOPKEY)					Total Check Amount:	\$2,028.00
199304	SOUTH COAST AIR QUALITY MGMT DIST	10/17/2025	10871	480515161	174303 RENEWAL FEES	\$565.63
		10/17/2025	10871	480515161	174303 EMISSIONS FEES	\$170.94
SOUTH COAST AIR QUALITY MGMT DIST					Total Check Amount:	\$736.57
199305	STATE COMPENSATION INSURANCE	10/17/2025	23177	950000000	ILJAOC WC SEP25-DEC25	\$605.50

City Disbursement Register

Between Oct 13, 2025 12:00 AM and Oct 17, 2025 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
FUND						
STATE COMPENSATION INSURANCE FUND					Total Check Amount:	\$605.50
199306	UNIFIRST CORPORATION	10/17/2025	27988	110515125	UNIFORM SVCS OCT 2025	\$4.93
		10/17/2025	27988	420515131	UNIFORM SVCS OCT 2025	\$26.49
		10/17/2025	27988	430515123	UNIFORM SVCS OCT 2025	\$17.73
		10/17/2025	27988	440515126	UNIFORM SVCS OCT 2025	\$2.85
		10/17/2025	27988	490515151	UNIFORM SVCS OCT 2025	\$72.87
		10/17/2025	27988	110515144	UNIFORM SVCS OCT 2025	\$26.70
		10/17/2025	27988	361515148	UNIFORM SVCS OCT 2025	\$1.80
		10/17/2025	27988	110515143	UNIFORM SVCS OCT 2025	\$7.41
		10/17/2025	27988	110515121	UNIFORM SVCS OCT 2025	\$17.22
		10/17/2025	27988	110515141	UNIFORM SVCS OCT 2025	\$22.46
		10/17/2025	27988	110515148	UNIFORM SVCS OCT 2025	\$1.80
		10/17/2025	27988	360515145	UNIFORM SVCS OCT 2025	\$5.52
		10/17/2025	27988	480515161	UNIFORM SVCS OCT 2025	\$33.18
UNIFIRST CORPORATION					Total Check Amount:	\$240.96
199307	CF UNITED LLC	10/17/2025	30700	480515161	CARWASH SEPTEMBR 2025	\$490.20
CF UNITED LLC					Total Check Amount:	\$490.20
199308	URBAN GRAFFITI ENTERPRISES INC.	10/17/2025	4352	110515121	GRAFFITIREMOVAL AUG25	\$2,450.00
URBAN GRAFFITI ENTERPRISES INC.					Total Check Amount:	\$2,450.00
199309	VECTOR RESOURCES, INC.	10/17/2025	22756	460141474	FORTINET SWITCHING	\$165,740.89
		10/17/2025	22756	460141474	FORTINAC SW PROJECT	\$31,845.10
VECTOR RESOURCES, INC.					Total Check Amount:	\$197,585.99
199310	HAILEY VILLA	10/17/2025	33749	110404145	BODY PUMP	\$90.00
HAILEY VILLA					Total Check Amount:	\$90.00
199311	VOHNE LICHE KENNELS, INC	10/17/2025	33035	110212131	K9 TRAINING SEP25	\$500.00
VOHNE LICHE KENNELS, INC					Total Check Amount:	\$500.00
199312	WAYNE ELECTRIC CO.	10/17/2025	15062	480515161	SIREN MOTOR	\$546.98
WAYNE ELECTRIC CO.					Total Check Amount:	\$546.98
199313	X-NAUT LLC	10/17/2025	33382	475141471	X90 FLEXGRIP 13 [15]	\$19,757.36
X-NAUT LLC					Total Check Amount:	\$19,757.36
Check Subtotal						\$989,866.72
V60675	AARON DANIEL ADAM	10/17/2025	32005	110212111	TRAINING MILEAGE	\$9.80
AARON DANIEL ADAM					Total Check Amount:	\$9.80
V60676	AFLAC-ACCOUNT #EZA73	10/17/2025	22923	110	ACC/CANCER INS SEPT25	\$882.62
AFLAC-ACCOUNT #EZA73					Total Check Amount:	\$882.62
V60677	ANNA CHAVEZ AGUSTIN	10/17/2025	31862	110404215	ZUMBA	\$416.00

City Disbursement Register

Between Oct 13, 2025 12:00 AM and Oct 17, 2025 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
ANNA CHAVEZ AGUSTIN						Total Check Amount: \$416.00
V60678	LARRY ALANIS	10/17/2025	32661	110404424	UMPIRE FEES 10/6/25	\$111.00
LARRY ALANIS						Total Check Amount: \$111.00
V60679	ANAHI LIZBETH KAWILI	10/17/2025	31484	110212111	TRAINING MILEAGE	\$12.74
ANAHI LIZBETH KAWILI						Total Check Amount: \$12.74
V60680	ALL CITY MANAGEMENT SERVICES INC	10/17/2025	6604	110212132	CRSNG GRDS 8/31-9/13	\$3,317.63
ALL CITY MANAGEMENT SERVICES INC						Total Check Amount: \$3,317.63
V60681	JUDY ALLEN	10/17/2025	20447	110404215	BODYPUMP/MAT PILATES	\$288.00
		10/17/2025	20447	110404215	PERSONAL TRAINER	\$68.40
JUDY ALLEN						Total Check Amount: \$356.40
V60682	ALLSTAR FIRE EQUIPMENT	10/17/2025	8353	110222221	APPARATUS FOAM	\$449.28
ALLSTAR FIRE EQUIPMENT						Total Check Amount: \$449.28
V60683	ALTA LANGUAGE SERVICES, INC	10/17/2025	25953	110141481	BILNGL TEST 9/29/25	\$58.00
ALTA LANGUAGE SERVICES, INC						Total Check Amount: \$58.00
V60684	ALTERNATIVE HOSE, INC.	10/17/2025	18488	480515161	CONNECTORS	\$35.52
		10/17/2025	18488	480515161	HOSE ASSEMBLY	\$987.02
ALTERNATIVE HOSE, INC.						Total Check Amount: \$1,022.54
V60685	BRENT THOMAS ARNOLD	10/17/2025	33336	110212111	TRAINING MILEAGE	\$12.74
BRENT THOMAS ARNOLD						Total Check Amount: \$12.74
V60686	AVCOGAS PROPANE SALES & SERVICES	10/17/2025	22047	480515161	PROPANE 322 GALS	\$748.49
AVCOGAS PROPANE SALES & SERVICES						Total Check Amount: \$748.49
V60687	ALEXANDER AVILA JR	10/17/2025	33154	110212111	TRAINING MILEAGE	\$12.74
ALEXANDER AVILA JR						Total Check Amount: \$12.74
V60688	ROBYN BAKER	10/17/2025	32891	110404215	PERSONAL TRAINER	\$1,540.80
		10/17/2025	32891	110404215	CYCLE	\$192.00
ROBYN BAKER						Total Check Amount: \$1,732.80
V60689	THE BANK OF NEW YORK MELLON	10/17/2025	16062	890141431	LOC AGCY RRB TRST FEE	\$2,200.00
THE BANK OF NEW YORK MELLON						Total Check Amount: \$2,200.00
V60690	CAMERON STEFAN BASHTA	10/17/2025	28493	110212111	TRAINING MILEAGE	\$12.74
CAMERON STEFAN BASHTA						Total Check Amount: \$12.74
V60691	BEST LAWN MOWER SERVICE	10/17/2025	16230	110515121	WEED EATER LINE	\$173.98
BEST LAWN MOWER SERVICE						Total Check Amount: \$173.98
V60692	BREA TOWING	10/17/2025	16399	110212121	IMPOUND [INV] AUG25	\$7,679.88
		10/17/2025	16399	110212132	IMPOUND [TFC] AUG25	\$1,865.50
BREA TOWING						Total Check Amount: \$9,545.38
V60693	OMAR F. BRIOSO	10/17/2025	15737	110212132	TRAINING MILEAGE	\$55.58
OMAR F. BRIOSO						Total Check Amount: \$55.58
V60694	C. WELLS PIPELINE MATERIALS INC	10/17/2025	13055	420515131	PLUMBING SUPPLIES	\$965.44

City Disbursement Register

Between Oct 13, 2025 12:00 AM and Oct 17, 2025 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
C. WELLS PIPELINE MATERIALS INC					Total Check Amount:	\$965.44
V60695	MARIA ELENA CABRERA	10/17/2025	32813	110404215	ZUMBA	\$160.00
MARIA ELENA CABRERA					Total Check Amount:	\$160.00
V60696	CALIFORNIA FORENSIC PHLEBOTOMY INC.	10/17/2025	4488	110212131	PHLEB SVCS SEPT 2025	\$1,580.59
CALIFORNIA FORENSIC PHLEBOTOMY INC.					Total Check Amount:	\$1,580.59
V60697	CANNINGS ACE HARDWARE	10/17/2025	15828	110515141	PARTS	\$40.28
CANNINGS ACE HARDWARE					Total Check Amount:	\$40.28
V60698	CANON FINANCIAL SERVICES, INC.	10/17/2025	20648	110141441	CPRLEASE BRC/PW JUL25	\$352.45
		10/17/2025	20648	110141441	CPRLEASE BRC/PW AUG25	\$352.45
		10/17/2025	20648	110141441	CPRLEASE PW/BRC JUL25	\$5.65
		10/17/2025	20648	110141441	PRNTCHGS BRC/PW JUL25	\$27.12
		10/17/2025	20648	110141441	PRNTCHGS BRC/PW JUN25	\$43.53
CANON FINANCIAL SERVICES, INC.					Total Check Amount:	\$781.20
V60699	RYAN HENRY CARDENAS	10/17/2025	30157	110212111	TRAINING MILEAGE	\$10.64
RYAN HENRY CARDENAS					Total Check Amount:	\$10.64
V60700	CHANDLER ASSET MANAGEMENT, INC.	10/17/2025	4375	930141424	INV MGMT SVCS SEP25	\$6,502.18
		10/17/2025	4375	875141424	INV MGMT SVCS SEP25	\$45.19
		10/17/2025	4375	902009100	INV MGMT SVCS SEP25	\$108.71
CHANDLER ASSET MANAGEMENT, INC.					Total Check Amount:	\$6,656.08
V60701	AMANDA ROSE CHEVALIER	10/17/2025	32520	110212111	TRAINING MILEAGE	\$12.74
AMANDA ROSE CHEVALIER					Total Check Amount:	\$12.74
V60702	CONNOR MICHAEL CHRISTNER	10/17/2025	29083	110212111	TRAINING MILEAGE	\$12.74
CONNOR MICHAEL CHRISTNER					Total Check Amount:	\$12.74
V60703	CLINICAL LABORATORY OF	10/17/2025	3390	420515131	WATER QUALITY	\$1,428.00
CLINICAL LABORATORY OF					Total Check Amount:	\$1,428.00
V60704	COLONIAL LIFE PROCESSING CENTER	10/17/2025	26071	110	CRIT ILLNSS INS SEP25	\$1,384.10
		10/17/2025	26071	110	HOSPITAL INS SEP25	\$735.96
		10/17/2025	26071	110	CANCER INS SEP25	\$3,270.50
		10/17/2025	26071	110	S/T DISAB INS SEP25	\$9,386.78
		10/17/2025	26071	110	ACCIDENT INS SEP25	\$4,705.82
COLONIAL LIFE PROCESSING CENTER					Total Check Amount:	\$19,483.16
V60705	COMPLETE PAPERLESS SOLUTIONS. LLC	10/17/2025	29446	475141471	25/26 LASERFICHE MNT	\$24,632.96
COMPLETE PAPERLESS SOLUTIONS. LLC					Total Check Amount:	\$24,632.96
V60706	THE CONNECTION CORPORATION	10/17/2025	31669	110404523	COUNSELING SVCS SEP25	\$4,320.00
THE CONNECTION CORPORATION					Total Check Amount:	\$4,320.00
V60707	CORE & MAIN LP	10/17/2025	27049	420515131	PLUMBING SUPPLIES	\$1,447.27
CORE & MAIN LP					Total Check Amount:	\$1,447.27

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V60708	CORELOGIC	10/17/2025	25542	280323215	REAL EST LISTING SEP25	\$185.00
CORELOGIC					Total Check Amount:	\$185.00
V60709	DIEGO MIGUEL CORONEL	10/17/2025	33653	110404215	CIRCUIT TRNG	\$128.00
		10/17/2025	33653	110404215	PERSONAL TRAINER	\$222.00
DIEGO MIGUEL CORONEL					Total Check Amount:	\$350.00
V60710	RUDOLPH N CORREA	10/17/2025	27556	420515131	WTR DISTRBTN OP-GR D5	\$105.00
RUDOLPH N CORREA					Total Check Amount:	\$105.00
V60711	BRANDON DANIEL CROSS	10/17/2025	27883	110212111	TRAINING MILEAGE	\$12.74
BRANDON DANIEL CROSS					Total Check Amount:	\$12.74
V60712	DANIELS TIRE SERVICE	10/17/2025	3133	480515161	TIRES DISPOSAL	\$224.00
DANIELS TIRE SERVICE					Total Check Amount:	\$224.00
V60713	NATHAN A. DARNELL	10/17/2025	14017	110212111	TRAINING MILEAGE	\$6.72
NATHAN A. DARNELL					Total Check Amount:	\$6.72
V60714	DARTCO TRANSMISSION SALES	10/17/2025	17719	480515161	VALVE	\$519.53
DARTCO TRANSMISSION SALES					Total Check Amount:	\$519.53
V60715	DENALYN DAVID	10/17/2025	31642	110404215	YOGA	\$224.00
DENALYN DAVID					Total Check Amount:	\$224.00
V60716	DEPARTMENT OF HEALTH CARE SERVICES	10/17/2025	33434	174222225	PP-GEMT CONTRIBUTN #4	\$31,967.39
DEPARTMENT OF HEALTH CARE SERVICES					Total Check Amount:	\$31,967.39
V60717	DOOLEY ENTERPRISES INC	10/17/2025	5421	110212134	SWAT AMMUNITION	\$6,022.15
DOOLEY ENTERPRISES INC					Total Check Amount:	\$6,022.15
V60718	MYRA DUVALL	10/17/2025	18083	110404215	YOGA	\$416.00
MYRA DUVALL					Total Check Amount:	\$416.00
V60719	ECONOLITE SYSTEMS, INC.	10/17/2025	27147	110515121	ROLLING REPORT AUG25	\$9,037.59
		10/17/2025	27147	110515121	ROLLING REPORT MAY25	\$11,317.73
		10/17/2025	27147	110515121	ROLLING REPORT APR25	\$5,327.70
		10/17/2025	27147	110515121	ROLLING REPORT SEPT25	\$8,028.25
		10/17/2025	27147	110515121	ROLLING REPORT JUL25	\$5,293.41
		10/17/2025	27147	110515121	ROLLING REPORT JUN25	\$6,632.44
ECONOLITE SYSTEMS, INC.					Total Check Amount:	\$45,637.12
V60720	EQUIPMENT DIRECT INC	10/17/2025	4522	110515121	SAFETY GEAR	\$192.52
		10/17/2025	4522	110515121	SAFETY VEST	\$46.17
		10/17/2025	4522	110515141	SAFETY EQUIP	\$25.16
EQUIPMENT DIRECT INC					Total Check Amount:	\$263.85
V60721	EWING IRRIGATION PRODUCTS, INC.	10/17/2025	5807	110515141	PLUMBING SUPPLIES	\$343.62
EWING IRRIGATION PRODUCTS, INC.					Total Check Amount:	\$343.62
V60722	FEHR & PEERS	10/17/2025	18041	110515171	CIRLTN STUDY-JUL/AUG	\$4,166.14
		10/17/2025	18041	840141412	CIRLTN STUDY-JUL/AUG	\$458.86

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FEHR & PEERS					Total Check Amount:	\$4,625.00
V60723	ALYSSA RAE FELIPE	10/17/2025	32809	110404215	PERSONAL TRAINER	\$721.20
		10/17/2025	32809	110404215	TRX	\$192.00
ALYSSA RAE FELIPE					Total Check Amount:	\$913.20
V60724	FIDELITY SECURITY LIFE INSURANCE	10/17/2025	23035	110	9827288 VISION OCT25	\$3,055.75
FIDELITY SECURITY LIFE INSURANCE					Total Check Amount:	\$3,055.75
V60725	FLEET SERVICES	10/17/2025	5658	480515161	SPRING	\$38.10
		10/17/2025	5658	480515161	WHEEL CHOCK	\$31.10
		10/17/2025	5658	480515161	CREDIT	(\$85.62)
		10/17/2025	5658	480515161	TENSIONER	\$85.62
FLEET SERVICES					Total Check Amount:	\$69.20
V60726	STACY GARCIA	10/17/2025	31680	110212122	MILEAGE SEPTEMBR 2025	\$14.35
STACY GARCIA					Total Check Amount:	\$14.35
V60727	MELISSA GIFFORD	10/17/2025	10645	110404215	BODY PUMP/TRX	\$256.00
MELISSA GIFFORD					Total Check Amount:	\$256.00
V60728	MARY M. GRAHAM	10/17/2025	31478	110404215	ROLL&RELEASE/YOGA	\$498.00
MARY M. GRAHAM					Total Check Amount:	\$498.00
V60729	GRAINGER	10/17/2025	13634	480515161	PRESSURE SWITCH	\$111.01
GRAINGER					Total Check Amount:	\$111.01
V60730	HAAKER EQUIPMENT CO.	10/17/2025	4297	480515161	CONNECTORS	\$329.61
HAAKER EQUIPMENT CO.					Total Check Amount:	\$329.61
V60731	GABRIEL HANNAH	10/17/2025	17533	110404424	UMPIRE FEES 10/6/25	\$111.00
GABRIEL HANNAH					Total Check Amount:	\$111.00
V60732	DYLAN HARRIS	10/17/2025	28097	110212111	TRAINING MILEAGE	\$12.74
DYLAN HARRIS					Total Check Amount:	\$12.74
V60733	ADAM C HAWLEY	10/17/2025	5028	110212111	IACP ANNUAL CONF	\$376.00
ADAM C HAWLEY					Total Check Amount:	\$376.00
V60734	JOAHNA RODRIGUEZ HENDRIX	10/17/2025	33595	110404215	YOGA/TRX STRENGTH	\$60.00
JOAHNA RODRIGUEZ HENDRIX					Total Check Amount:	\$60.00
V60735	HITECH SOFTWARE INC	10/17/2025	19937	110515125	CARCOUNT SYST MNT OCT	\$1,452.00
		10/17/2025	19937	110515125	CARCOUNT SYST MNT SEP	\$1,452.00
HITECH SOFTWARE INC					Total Check Amount:	\$2,904.00
V60736	HOLLY ELECTRIC INC.	10/17/2025	27530	343515112	ELECTRICAL PHOTOCELL	\$400.81
		10/17/2025	27530	343515112	ELECT. PHOTOCELL	\$400.81
		10/17/2025	27530	346515112	ELECTRICAL BULB	\$345.00
HOLLY ELECTRIC INC.					Total Check Amount:	\$1,146.62
V60737	IMPERIAL SPRINKLER SUPPLY	10/17/2025	32183	110515141	IRRIGATION SUPPLIES	\$407.49
IMPERIAL SPRINKLER SUPPLY					Total Check Amount:	\$407.49

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V60738	INFOSEND, INC.	10/17/2025	19016	420141421	SEPT25 PRNT IMGE ARCH	\$284.95
		10/17/2025	19016	110404311	SEPT25 BCC	\$53.51
		10/17/2025	19016	420141421	SEPT25 WTR: POSTAGE	\$5,837.55
		10/17/2025	19016	110404421	SEPT25 SPCL EVENTS	\$53.51
		10/17/2025	19016	420141421	SEPT25 WTR: PRNT/MAIL	\$1,741.08
		10/17/2025	19016	110111151	SEPT 25 COMM & MKTG	\$53.51
		10/17/2025	19016	110404541	SEPT25 GALLERY	\$53.51
INFOSEND, INC.					Total Check Amount:	\$8,077.62
V60739	INLAND ROUND BALL OFFICIALS INC.	10/17/2025	31906	110404424	REFEREE FEE 10/2-10/7	\$1,480.00
INLAND ROUND BALL OFFICIALS INC.					Total Check Amount:	\$1,480.00
V60740	SARA JACKSON	10/17/2025	31840	110404215	BODY PUMP	\$448.00
SARA JACKSON					Total Check Amount:	\$448.00
V60741	JAX AUTO	10/17/2025	20187	480515161	SMOG TEST	\$149.25
JAX AUTO					Total Check Amount:	\$149.25
V60742	PAMELA JOHNSTON	10/17/2025	28025	110404215	CRCT TRNG/HIIT DNC/SS	\$768.00
PAMELA JOHNSTON					Total Check Amount:	\$768.00
V60743	KRISTI L KANEL	10/17/2025	22868	110404215	SILVER SNEAKERS/ZUMBA	\$384.00
KRISTI L KANEL					Total Check Amount:	\$384.00
V60744	KEENAN & ASSOCIATES	10/17/2025	22439	470141483	2025 WORKERS COMP #11	\$11,844.91
KEENAN & ASSOCIATES					Total Check Amount:	\$11,844.91
V60745	KELLY SPICERS STORES	10/17/2025	31267	110141441	PAPER	\$354.81
KELLY SPICERS STORES					Total Check Amount:	\$354.81
V60746	PAMELA KIM	10/17/2025	33544	110404215	YOGA	\$126.00
PAMELA KIM					Total Check Amount:	\$126.00
V60747	DOLLY LAI	10/17/2025	18084	110404215	YOGA	\$160.00
DOLLY LAI					Total Check Amount:	\$160.00
V60748	BERRY LIANG	10/17/2025	25640	110404215	CYCLE	\$128.00
		10/17/2025	25640	110404215	PERSONAL TRAINER	\$235.50
BERRY LIANG					Total Check Amount:	\$363.50
V60749	LIBERTY PAINTING & RESTORATION, INC	10/17/2025	25899	110515141	PLAYGRND RENOV. PLATF	\$1,980.00
LIBERTY PAINTING & RESTORATION, INC					Total Check Amount:	\$1,980.00
V60750	JAMES ANTHONY LOPEZ	10/17/2025	33746	110212111	TRAINING MILEAGE	\$8.26
JAMES ANTHONY LOPEZ					Total Check Amount:	\$8.26
V60751	TANYA LOSCUTOFF	10/17/2025	22092	110404215	PERSONAL TRAINER	\$889.00
		10/17/2025	22092	110404215	SUPER SCULPT	\$160.00
TANYA LOSCUTOFF					Total Check Amount:	\$1,049.00
V60752	ELIZABETH A. LUSK	10/17/2025	16911	110212111	TRAINING MILEAGE	\$117.88
ELIZABETH A. LUSK					Total Check Amount:	\$117.88

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V60753	ANDREA MCGRANAHAN	10/17/2025	26046	110404215	BRR/CYC/L.IMP/S&S/TRX	\$1,248.00
ANDREA MCGRANAHAN					Total Check Amount:	\$1,248.00
V60754	MARGARITO DAVID MENDEZ	10/17/2025	26196	110212111	TRAINING REIMB	\$477.80
MARGARITO DAVID MENDEZ					Total Check Amount:	\$477.80
V60755	TINA M MEYER	10/17/2025	12786	110212111	TRAINING MILEAGE	\$88.62
TINA M MEYER					Total Check Amount:	\$88.62
V60756	MINNESOTA LIFE INSURANCE COMPANY	10/17/2025	30640	110	34730 LIFE INS OCT25	\$6,997.55
MINNESOTA LIFE INSURANCE COMPANY					Total Check Amount:	\$6,997.55
V60757	JOSEPH SAMUEL MIRAGLIA	10/17/2025	32557	110212111	TRAINING MILEAGE	\$12.74
JOSEPH SAMUEL MIRAGLIA					Total Check Amount:	\$12.74
V60758	JENNIFER MONZON-SCROFINI	10/17/2025	20158	110404215	FUNC.STRENGTH/HIIT	\$256.00
JENNIFER MONZON-SCROFINI					Total Check Amount:	\$256.00
V60759	NATASHA MOORE	10/17/2025	10711	110404215	BODY PUMP	\$288.00
NATASHA MOORE					Total Check Amount:	\$288.00
V60760	MYERS AND SONS	10/17/2025	21624	110515121	NO RIGHT TURN SIGN	\$97.69
		10/17/2025	21624	480515161	CONE HOLDER	\$271.88
		10/17/2025	21624	480515161	CONTROL BOX	\$804.37
MYERS AND SONS					Total Check Amount:	\$1,173.94
V60761	RYAN SCOTT NEWELL	10/17/2025	33747	110212111	TRAINING MILEAGE	\$12.74
RYAN SCOTT NEWELL					Total Check Amount:	\$12.74
V60762	MIGUEL OJEDA	10/17/2025	25161	110212111	TRAINING MILEAGE	\$12.74
MIGUEL OJEDA					Total Check Amount:	\$12.74
V60763	JOSHUA STEVE ORDONEZ	10/17/2025	32406	110212111	TRAINING MILEAGE	\$12.74
JOSHUA STEVE ORDONEZ					Total Check Amount:	\$12.74
V60764	DAVID K. ORTEGA	10/17/2025	33153	110212111	TRAINING MILEAGE	\$6.58
DAVID K. ORTEGA					Total Check Amount:	\$6.58
V60765	IRACEMA PERDOMO	10/17/2025	14135	110404215	CYCLE	\$96.00
IRACEMA PERDOMO					Total Check Amount:	\$96.00
V60766	NOAH BRENT RIVERA	10/17/2025	32018	110212111	TRAINING MILEAGE	\$12.74
NOAH BRENT RIVERA					Total Check Amount:	\$12.74
V60767	RJ NOBLE COMPANY	10/17/2025	1076	420515131	ASPHALT	\$1,941.92
RJ NOBLE COMPANY					Total Check Amount:	\$1,941.92
V60768	ALFRED ANTHONY RODRIGUEZ	10/17/2025	27489	110212111	TRAINING MILEAGE	\$12.74
ALFRED ANTHONY RODRIGUEZ					Total Check Amount:	\$12.74
V60769	RPW SERVICES, INC.	10/17/2025	3791	360515147	INSECTICIDE SPRAY	\$195.00
RPW SERVICES, INC.					Total Check Amount:	\$195.00
V60770	MACY CYMANTHA SANCHEZ	10/17/2025	27495	110212111	TRAINING MILEAGE	\$12.74
MACY CYMANTHA SANCHEZ					Total Check Amount:	\$12.74

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V60771	ISMAEL O SILVA	10/17/2025	24370	110404215	ZUMBA	\$128.00
ISMAEL O SILVA					Total Check Amount:	\$128.00
V60772	SITEONE LANDSCAPE SUPPLY, LLC	10/17/2025	25942	110515125	DOWNTOWN PARTS	\$145.65
		10/17/2025	25942	110515141	IRRIGATION SUPPLIES	\$266.94
SITEONE LANDSCAPE SUPPLY, LLC					Total Check Amount:	\$412.59
V60773	SOUTHERN CALIFORNIA NEWS GROUP	10/17/2025	32570	110222231	LEGAL NOTICE AUG25	\$704.90
		10/17/2025	32570	840141412	LEGAL NOTICE AUG25	\$1,634.13
		10/17/2025	32570	110323241	LEGAL NOTICE AUG25	\$741.81
		10/17/2025	32570	420515131	LEGAL NOTICE AUG25	\$206.67
SOUTHERN CALIFORNIA NEWS GROUP					Total Check Amount:	\$3,287.51
V60774	CONNOR MICHAEL GLENN SPENCER	10/17/2025	31422	110212111	TRAINING MILEAGE	\$12.74
CONNOR MICHAEL GLENN SPENCER					Total Check Amount:	\$12.74
V60775	STEAMX LLC	10/17/2025	24072	480515161	PRESSURE WASHER RPR	\$249.39
STEAMX LLC					Total Check Amount:	\$249.39
V60776	WEDNESDAY STEVENSON	10/17/2025	32549	110404215	YOGA	\$30.00
WEDNESDAY STEVENSON					Total Check Amount:	\$30.00
V60777	SUPERIOR ALARM SYSTEMS	10/17/2025	11074	110404211	BCC ALARM	\$550.00
		10/17/2025	11074	110404211	BCC ALARM MONITORING	\$210.00
		10/17/2025	11074	110404541	ALARM MONITORING	\$210.00
SUPERIOR ALARM SYSTEMS					Total Check Amount:	\$970.00
V60778	TENNIS ANYONE ACADEMY	10/17/2025	12688	110404145	TENNIS LESSONS	\$2,181.20
TENNIS ANYONE ACADEMY					Total Check Amount:	\$2,181.20
V60779	RYAN MICHAEL THIBERT	10/17/2025	33332	174222222	PARAMEDIC REIMB	\$534.99
RYAN MICHAEL THIBERT					Total Check Amount:	\$534.99
V60780	THOMSON REUTERS - WEST	10/17/2025	22020	110212121	CLR LAW ENF+ENT SEP25	\$661.79
THOMSON REUTERS - WEST					Total Check Amount:	\$661.79
V60781	TOM MALLOY CORPORATION	10/17/2025	16935	420515131	PLATE RENTALS	\$274.18
TOM MALLOY CORPORATION					Total Check Amount:	\$274.18
V60782	RYAN L. TRENT	10/17/2025	14155	110212111	TRAINING MILEAGE	\$12.74
RYAN L. TRENT					Total Check Amount:	\$12.74
V60783	TROPICAL PLAZA NURSERY, INC	10/17/2025	2062	345515112	MD5 IRRIGATION REPAIR	\$70.60
TROPICAL PLAZA NURSERY, INC					Total Check Amount:	\$70.60
V60784	TUMBLE-N-KIDS INC.	10/17/2025	32167	110404145	GYMNASTICS	\$2,492.11
TUMBLE-N-KIDS INC.					Total Check Amount:	\$2,492.11
V60785	TURBO DATA SYSTEMS, INC.	10/17/2025	1472	110212122	HH TPM LEASE AUG25	\$312.48
TURBO DATA SYSTEMS, INC.					Total Check Amount:	\$312.48
V60786	EDEN TURNER	10/17/2025	21951	110404215	BODY PUMP	\$64.00
EDEN TURNER					Total Check Amount:	\$64.00

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V60787	NATASHA UMRIGAR-MOLLA	10/17/2025	32097	110404215	ROLL&RELEASE/YOGA	\$160.00
NATASHA UMRIGAR-MOLLA					Total Check Amount:	\$160.00
V60788	UNDERGROUND SERVICE ALERT/SC	10/17/2025	4537	420515131	DSB FEE 10/1/2025	\$159.75
		10/17/2025	4537	420515131	DSB WTRDIST 10/1/25	\$79.88
		10/17/2025	4537	420515131	UGTICKETS WATER SEP25	\$144.00
		10/17/2025	4537	420515131	UGTICKETS SEWER SEP25	\$278.00
UNDERGROUND SERVICE ALERT/SC					Total Check Amount:	\$661.63
V60789	US BANK XX0338 CITY MGR	10/17/2025	24704	110111111	CALCARD-MGMTSV-092225	\$325.78
		10/17/2025	24704	110323212	CALCARD-MGMTSV-092225	\$375.00
		10/17/2025	24704	110111143	CALCARD-MGMTSV-092225	\$1,232.55
		10/17/2025	24704	110141481	CALCARD-MGMTSV-092225	\$51.69
US BANK XX0338 CITY MGR					Total Check Amount:	\$1,985.02
V60790	US BANK XX0312 HR	10/17/2025	24776	110141481	CALCARDS-HR 092225	\$2,860.06
		10/17/2025	24776	110	CALCARDS-HR 092225	(\$3.88)
US BANK XX0312 HR					Total Check Amount:	\$2,856.18
V60792	US BANK XX0593 COMM SVC	10/17/2025	24777	110404421	CALCARDS-COMSV092225	\$461.21
		10/17/2025	24777	110111111	CALCARDS-COMSV092225	\$90.00
		10/17/2025	24777	110404211	CALCARDS-COMSV092225	\$66.87
		10/17/2025	24777	181404250	CALCARDS-COMSV092225	\$2,249.29
		10/17/2025	24777	110404311	CALCARDS-COMSV092225	\$766.77
		10/17/2025	24777	110404426	CALCARDS-COMSV092225	\$122.76
		10/17/2025	24777	110404521	CALCARDS-COMSV092225	\$6,954.41
		10/17/2025	24777	110404542	CALCARDS-COMSV092225	\$2,394.16
		10/17/2025	24777	181	CALCARDS-COMSV092225	(\$53.94)
		10/17/2025	24777	110404215	CALCARDS-COMSV092225	\$1,872.34
		10/17/2025	24777	110404224	CALCARDS-COMSV092225	\$27.85
		10/17/2025	24777	110404425	CALCARDS-COMSV092225	\$562.40
		10/17/2025	24777	110404429	CALCARDS-COMSV092225	\$1,294.78
		10/17/2025	24777	110404523	CALCARDS-COMSV092225	\$19.89
		10/17/2025	24777	110404541	CALCARDS-COMSV092225	\$1,040.85
US BANK XX0593 COMM SVC					Total Check Amount:	\$17,869.64
V60793	US BANK XX0502 COMM & MKTG	10/17/2025	24778	110222231	CALCARDS-COMMKT092225	\$310.32
		10/17/2025	24778	110	CALCARDS-COMMKT092225	\$16.99
		10/17/2025	24778	110111143	CALCARDS-COMMKT092225	\$53.16
		10/17/2025	24778	110111151	CALCARDS-COMMKT092225	\$1,321.00
		10/17/2025	24778	110111152	CALCARDS-COMMKT092225	\$1,701.10
US BANK XX0502 COMM & MKTG					Total Check Amount:	\$3,402.57
V60794	US BANK XX0353 COMM DEV	10/17/2025	24779	110323212	CALCARD COMDEV 092225	\$261.69

City Disbursement Register

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V60794	US BANK XX0353 COMM DEV	10/17/2025	24779	110141481	CALCARD COMDEV 092225	\$69.81
		10/17/2025	24779	110323231	CALCARD COMDEV 092225	\$933.62
		10/17/2025	24779	110323241	CALCARD COMDEV 092225	\$42.98
US BANK XX0353 COMM DEV					Total Check Amount:	\$1,308.10
V60795	US BANK XX0270 ADMIN SVCS	10/17/2025	24781	110	CALCARDS-ADMIN 092225	\$199.74
		10/17/2025	24781	110111161	CALCARDS-C.CLK 092225	\$1,303.58
		10/17/2025	24781	110141411	CALCARDS-ADMIN 092225	\$83.96
		10/17/2025	24781	110141431	CALCARDS-ADMIN 092225	\$575.00
		10/17/2025	24781	110141414	CALCARDS-ADMIN 092225	\$90.00
		10/17/2025	24781	110141441	CALCARDS-ADMIN 092225	\$28.23
		10/17/2025	24781	490515151	CALCARDS-ADMIN 092225	\$30.68
		10/17/2025	24781	960000000	CALCARDS-ADMIN 092225	\$2,207.70
		10/17/2025	24781	110404311	CALCARDS-ADMIN 092225	\$900.00
US BANK XX0270 ADMIN SVCS					Total Check Amount:	\$5,418.89
V60797	US BANK XX0650 FIRE	10/17/2025	24782	110222221	CALCARDS-S.TAX 092225	\$21.98
		10/17/2025	24782	110222223	CALCARDS-FIRE 092225	\$2,365.45
		10/17/2025	24782	110141481	CALCARDS-FIRE 092225	\$220.03
		10/17/2025	24782	110222211	CALCARDS-FIRE 092225	\$6,729.43
		10/17/2025	24782	110222221	CALCARDS-FIRE 092225	\$748.84
		10/17/2025	24782	174222225	CALCARDS-FIRE 092225	\$23.02
		10/17/2025	24782	110	CALCARDS-FIRE 092225	\$179.43
		10/17/2025	24782	110	CALCARDS-S.TAX 092225	(\$21.98)
		10/17/2025	24782	110222231	CALCARDS-FIRE 092225	\$1,136.86
		10/17/2025	24782	174222222	CALCARDS-FIRE 092225	\$573.27
US BANK XX0650 FIRE					Total Check Amount:	\$11,976.33
V60798	US BANK XX0346 IT	10/17/2025	24783	110404154	CALCARDS-IT 092225	\$103.56
		10/17/2025	24783	510707978	CALCARDS-IT 092225	\$524.82
		10/17/2025	24783	110222223	CALCARDS-IT 092225	\$29.98
		10/17/2025	24783	280323215	CALCARDS-IT 092225	\$25.00
		10/17/2025	24783	110515125	CALCARDS-IT 092225	\$202.34
		10/17/2025	24783	460141474	CALCARDS-IT 092225	\$114.98
		10/17/2025	24783	475141471	CALCARDS-IT 092225	\$2,610.64
US BANK XX0346 IT					Total Check Amount:	\$3,611.32
V60800	US BANK XX0221 PW	10/17/2025	24784	110111143	CALCARDS-PW 092225	\$4.25
		10/17/2025	24784	110222221	CALCARDS-PW 092225	\$67.83
		10/17/2025	24784	110515125	CALCARDS-PW 092225	\$276.09
		10/17/2025	24784	420515131	CALCARDS-PW 092225	\$1,781.67

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V60800	US BANK XX0221 PW	10/17/2025	24784	430515123	CALCARDS-PW 092225	\$2,791.29
		10/17/2025	24784	490515151	CALCARDS-PW 092225	\$2,251.82
		10/17/2025	24784	490515152	CALCARDS-PW 092225	\$305.23
		10/17/2025	24784	110515143	CALCARDS-PW 092225	\$2,120.80
		10/17/2025	24784	110212121	CALCARDS-PW 092225	\$3.53
		10/17/2025	24784	110515121	CALCARDS-PW 092225	\$762.26
		10/17/2025	24784	110515141	CALCARDS-PW 092225	\$3,507.88
		10/17/2025	24784	480515161	CALCARDS-PW 092225	\$4,570.30
US BANK XX0221 PW					Total Check Amount:	\$18,442.95
V60802	US BANK XX0544 POLICE	10/17/2025	24785	110212121	CALCARDS-092225 POL	\$1,110.62
		10/17/2025	24785	480515161	CALCARDS-092225 POL	\$340.62
		10/17/2025	24785	110	CALCARDS-092225 POL	\$678.57
		10/17/2025	24785	110212122	CALCARDS-092225 POL	\$593.72
		10/17/2025	24785	110212132	CALCARDS-092225 POL	\$6,036.19
		10/17/2025	24785	110212134	CALCARDS-092225 POL	\$110.32
		10/17/2025	24785	110212111	CALCARDS-092225 POL	\$3,756.96
		10/17/2025	24785	110212133	CALCARDS-092225 POL	\$3,277.72
		10/17/2025	24785	110141481	CALCARDS-092225 POL	\$570.31
		10/17/2025	24785	110212131	CALCARDS-092225 POL	\$1,004.31
		10/17/2025	24785	110212141	CALCARDS-092225 POL	(\$215.29)
US BANK XX0544 POLICE					Total Check Amount:	\$17,264.05
V60803	US BANK XX3401 PW- ADMIN	10/17/2025	24786	110141481	CALCARDS PWADM 092225	\$107.41
		10/17/2025	24786	410515132	CALCARDS PWADM 092225	\$895.54
		10/17/2025	24786	110515171	CALCARDS PWADM 092225	\$1,070.76
		10/17/2025	24786	440515122	CALCARDS PWADM 092225	\$200.00
US BANK XX3401 PW- ADMIN					Total Check Amount:	\$2,273.71
V60804	VIRTUAL PROJECT MANAGER	10/17/2025	23508	510515171	CIP SW BCKUP/ST OCT25	\$500.00
VIRTUAL PROJECT MANAGER					Total Check Amount:	\$500.00
V60805	FRANCESCA GIULIANA VIVANTI	10/17/2025	32128	440515122	MILEAGE SEP 2025	\$36.40
FRANCESCA GIULIANA VIVANTI					Total Check Amount:	\$36.40
V60806	WALTERS WHOLESALE ELECTRIC	10/17/2025	1667	110515121	DRIFTWOOD ST LGHT RPR	\$142.19
WALTERS WHOLESALE ELECTRIC					Total Check Amount:	\$142.19
V60807	WEST COAST ARBORISTS, INC.	10/17/2025	1556	420515131	TREE TRIMMING	\$2,206.50
WEST COAST ARBORISTS, INC.					Total Check Amount:	\$2,206.50
V60808	WILLDAN ENGINEERING	10/17/2025	12445	840515171	INSP SVCS THRU 8/29	\$22,176.00
		10/17/2025	12445	110515171	INSP SVCS THRU 8/29	\$1,292.00
		10/17/2025	12445	510707329	PROF SVCS THRU 8/29	\$1,189.50
		10/17/2025	12445	110000000	INSP SVCS THRU 8/29	(\$4,224.00)

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WILLDAN ENGINEERING						Total Check Amount: \$20,433.50
V60809	CHRISTOPHER MICHAEL FRANCIS WINGER	10/17/2025	26711	110212121	TRAINING MILEAGE	\$361.20
CHRISTOPHER MICHAEL FRANCIS WINGER						Total Check Amount: \$361.20
V60810	STEVEN R WULFF	10/17/2025	30415	110212111	TRAINING MILEAGE	\$12.74
STEVEN R WULFF						Total Check Amount: \$12.74
V60811	REBECCA YOUNT	10/17/2025	31473	110404215	SILVER SNEAKERS	\$296.00
REBECCA YOUNT						Total Check Amount: \$296.00
Voucher Subtotal						\$346,911.71
W26007	FIRST AMERICAN TITLE COMPANY	10/13/2025	25883	270323215	MERCURY SR APT LOAN PMT#2	\$50,500.00
FIRST AMERICAN TITLE COMPANY						Total Check Amount: \$50,500.00
Wire Subtotal						\$50,500.00
TOTAL						\$1,387,278.43

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
199314	10-33 INDUSTRIES LTD LIABILITIES CO	10/24/2025	33700	231212141	CAR BUILD	\$3,850.00
		10/24/2025	33700	231212141	POLICE EQUIPMENT	\$3,650.46
10-33 INDUSTRIES LTD LIABILITIES CO					Total Check Amount:	\$7,500.46
199315	HAITHAM ALZUREIGI	10/24/2025	33751	420	WATER ACCT REFUND	\$116.42
HAITHAM ALZUREIGI					Total Check Amount:	\$116.42
199316	BKF ENGINEERS	10/24/2025	29410	510707978	PROF SVCS FEB25-MAR25	\$4,973.12
		10/24/2025	29410	510707978	PROF SVCS JUN25-JUL25	\$3,377.25
BKF ENGINEERS					Total Check Amount:	\$8,350.37
199317	BREA EXPRESS CAR WASH	10/24/2025	32008	480515161	CARWASH SEPT 2025	\$720.00
BREA EXPRESS CAR WASH					Total Check Amount:	\$720.00
199318	CALIFORNIA FIRE CHIEFS ASSOCIATION	10/24/2025	3414	110222221	CALCHIEFS CONF 2025	\$1,200.00
		10/24/2025	3414	110222231	CALCHIEFS CONF 2025	\$600.00
CALIFORNIA FIRE CHIEFS ASSOCIATION					Total Check Amount:	\$1,800.00
199319	CHARTER COMMUNICATIONS	10/24/2025	29127	110111153	MGMT CHANNEL OCT25	\$1,007.81
		10/24/2025	29127	110404521	CABLE CHGS OCT/NOV25	\$119.99
		10/24/2025	29127	110212111	CABLE CHGS OCT/NOV25	\$349.26
		10/24/2025	29127	110404211	CABLE CHGS OCT/NOV25	\$303.06
		10/24/2025	29127	110111143	CABLE CHGS OCT/NOV25	\$42.87
		10/24/2025	29127	110111161	CABLE CHGS OCT/NOV25	\$42.87
		10/24/2025	29127	110141481	CABLE CHGS OCT/NOV25	\$42.87
		10/24/2025	29127	110323212	CABLE CHGS OCT/NOV25	\$87.11
		10/24/2025	29127	420515131	CABLE CHGS OCT/NOV25	\$236.62
		10/24/2025	29127	490515151	CABLE CHGS OCT/NOV25	\$42.87
		10/24/2025	29127	110111151	CABLE CHGS OCT/NOV25	\$64.98
		10/24/2025	29127	110222211	CABLE CHGS OCT/NOV25	\$109.23
		10/24/2025	29127	110404311	CABLE CHGS OCT/NOV25	\$42.87
CHARTER COMMUNICATIONS					Total Check Amount:	\$2,492.41
199320	MUHY CHEECHAKLY	10/24/2025	33755	420	WATER ACCT REFUND	\$49.39
MUHY CHEECHAKLY					Total Check Amount:	\$49.39
199321	CINTAS	10/24/2025	24347	110404542	FIRSTAID RESTOCK THTR	\$206.24
CINTAS					Total Check Amount:	\$206.24
199322	CITY OF CORONA - ACCTS RECEIVABLE	10/24/2025	29587	110212134	RANGE FEES [SWAT]	\$1,074.00
CITY OF CORONA - ACCTS RECEIVABLE					Total Check Amount:	\$1,074.00
199323	CREATIVE BUS SALES, INC.	10/24/2025	32353	480515161	PC BOARD	\$541.62
CREATIVE BUS SALES, INC.					Total Check Amount:	\$541.62
199324	JUAN CRUZ	10/24/2025	33756	420	WATER ACCT REFUND	\$50.02
JUAN CRUZ					Total Check Amount:	\$50.02
199325	CSUF AUXILIARY SERVICES CORP	10/24/2025	23887	902009100	RES FAM STAFF JUL25	\$4,242.41

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
CSUF AUXILIARY SERVICES CORP					Total Check Amount:	\$4,242.41
199326	DENNIS GRUBB & ASSOCIATES	10/24/2025	32461	110000000	PLAN CHECK SVCS SEP25	(\$426.00)
		10/24/2025	32461	84022223P	PLAN CHECK SVCS SEP25	\$2,644.75
DENNIS GRUBB & ASSOCIATES					Total Check Amount:	\$2,218.75
199327	DORECK CONSTRUCTION	10/24/2025	33760	420	WATER ACCT REFUND	\$2,591.50
DORECK CONSTRUCTION					Total Check Amount:	\$2,591.50
199328	LAUREN DYSTHE	10/24/2025	33740	420	WATER ACCT REFUND	\$99.71
LAUREN DYSTHE					Total Check Amount:	\$99.71
199329	SOUTHERN CALIFORNIA EDISON	10/24/2025	3343	110515121	ELECTRICITY SEPT 2025	\$9,036.04
		10/24/2025	3343	110515141	ELECTRICITY SEPT 2025	\$3,038.97
		10/24/2025	3343	420515131	ELECTRICITY SEPT 2025	\$7,107.38
		10/24/2025	3343	490515151	ELECTRICITY SEPT 2025	\$13,948.09
		10/24/2025	3343	110515143	ELECTRICITY SEPT 2025	\$110.98
		10/24/2025	3343	110515144	ELECTRICITY SEPT 2025	\$2,554.49
		10/24/2025	3343	360515145	ELECTRICITY SEPT 2025	\$1,476.93
SOUTHERN CALIFORNIA EDISON					Total Check Amount:	\$37,272.88
199330	EMERGENCY AMBULANCE SERVICE	10/24/2025	7757	174222225	BACKUP AMB SVCS SEP25	\$6,500.00
EMERGENCY AMBULANCE SERVICE					Total Check Amount:	\$6,500.00
199331	EMPLOYMENT DEVELOPMENT DEPT	10/24/2025	7464	110	616106806 101725 PR	\$100.00
EMPLOYMENT DEVELOPMENT DEPT					Total Check Amount:	\$100.00
199332	EXXCEL NAILS & SPA	10/24/2025	33750	420	WATER ACCT REFUND	\$67.69
EXXCEL NAILS & SPA					Total Check Amount:	\$67.69
199333	FRANCHISE TAX BOARD/ST OF CALIF	10/24/2025	12043	110	121-18718-19 101725PR	\$831.58
FRANCHISE TAX BOARD/ST OF CALIF					Total Check Amount:	\$831.58
199334	FULLERTON JOINT UNION H.S. DISTRICT	10/24/2025	29220	480515161	CNG FUEL	\$1,771.75
FULLERTON JOINT UNION H.S. DISTRICT					Total Check Amount:	\$1,771.75
199335	GALVEZ QUALITY AUTO GLASS	10/24/2025	27010	480515161	WINDSHIELD INSTALL	\$485.00
GALVEZ QUALITY AUTO GLASS					Total Check Amount:	\$485.00
199336	THE GAS COMPANY	10/24/2025	3749	420515131	GAS SEPTEMBER 2025	\$14.30
		10/24/2025	3749	490515151	GAS SEPTEMBER 2025	\$1,586.38
THE GAS COMPANY					Total Check Amount:	\$1,600.68
199337	GOLDEN BELL PRODUCTS, INC.	10/24/2025	1411	430515123	MANHOLE SPRAYING	\$5,184.00
GOLDEN BELL PRODUCTS, INC.					Total Check Amount:	\$5,184.00
199338	HERC RENTALS INC.	10/24/2025	32519	110515141	EQUIPMENT RENTAL	\$800.92
HERC RENTALS INC.					Total Check Amount:	\$800.92
199339	ANGELICA HOLLAND	10/24/2025	33752	420	WATER ACCT REFUND	\$11.82
ANGELICA HOLLAND					Total Check Amount:	\$11.82
199340	MAGGIE HRYSKANICH	10/24/2025	33754	420	WATER ACCT REFUND	\$112.34

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
MAGGIE HRYSKANICH					Total Check Amount:	\$112.34
199341	IMPERIAL CAR WASH	10/24/2025	30976	480515161	CARWASH SEPT 2025	\$72.96
IMPERIAL CAR WASH					Total Check Amount:	\$72.96
199342	JAY'S CATERING	10/24/2025	32129	960000000	OCCMA HOLIDAY LUNCHN	\$3,842.84
JAY'S CATERING					Total Check Amount:	\$3,842.84
199343	JONES MAYER	10/24/2025	12144	110212111	LEGAL SVCS PD SEP2025	\$1,007.00
JONES MAYER					Total Check Amount:	\$1,007.00
199344	JUSTFOIA, INC.	10/24/2025	32442	475141471	25/26 SUPPORT RENEWAL	\$9,758.78
JUSTFOIA, INC.					Total Check Amount:	\$9,758.78
199345	YI LAM	10/24/2025	33758	420	WATER ACCT REFUND	\$78.19
YI LAM					Total Check Amount:	\$78.19
199346	LAW OFFICE OF MARK H. APRAHAMIAN	10/24/2025	33763	110000000	REPORT REQUEST REFUND	\$35.00
LAW OFFICE OF MARK H. APRAHAMIAN					Total Check Amount:	\$35.00
199347	LAW OFFICES OF DAVID E. LEWIS SR.	10/24/2025	33762	110000000	REPORT REQUEST REFUND	\$17.00
LAW OFFICES OF DAVID E. LEWIS SR.					Total Check Amount:	\$17.00
199348	JANE LEE	10/24/2025	33725	420	WATER ACCT REFUND	\$42.25
JANE LEE					Total Check Amount:	\$42.25
199349	MILLER MENDEL, INC.	10/24/2025	31793	110212111	ESOPH CREDIT REPORT	\$13.50
		10/24/2025	31793	110212111	ESOPH SOCIAL MEDIA	\$67.50
		10/24/2025	31793	110212111	ESOPH FAX	\$7.70
		10/24/2025	31793	110212111	PRDUCTION DATA STORAG	\$129.79
MILLER MENDEL, INC.					Total Check Amount:	\$218.49
199350	MISSIONSQUARE RETIREMENT	10/24/2025	32141	150141482	RHS ACCTFEE APR-JUN25	\$1,568.75
		10/24/2025	32141	150141482	RHS ACCTFEE JUL-SEP25	\$1,581.25
MISSIONSQUARE RETIREMENT					Total Check Amount:	\$3,150.00
199351	MATTHEW MULLIN	10/24/2025	33753	110	MB25 PAYOUT	\$11,368.04
MATTHEW MULLIN					Total Check Amount:	\$11,368.04
199352	NATIONWIDE	10/24/2025	20975	110	4436 PET INS SEP 2025	\$1,608.80
NATIONWIDE					Total Check Amount:	\$1,608.80
199353	ORANGE COUNTY WINWATER WORKS	10/24/2025	28030	420515131	PLUMBING SUPPLIES	\$920.58
ORANGE COUNTY WINWATER WORKS					Total Check Amount:	\$920.58
199354	ODP BUSINESS SOLUTIONS, LLC	10/24/2025	31709	110212121	OFFICE SUPPLIES	\$50.80
ODP BUSINESS SOLUTIONS, LLC					Total Check Amount:	\$50.80
199355	ORIGINAL EQUIPMENT AUTO SUPPLY	10/24/2025	32413	480515161	LIGHT BULB	\$13.74
		10/24/2025	32413	480515161	WATER PUMP	\$433.79
ORIGINAL EQUIPMENT AUTO SUPPLY					Total Check Amount:	\$447.53
199356	PALICON GROUP	10/24/2025	33132	110212111	BACKGROUND CHECK	\$1,800.00

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
PALICON GROUP					Total Check Amount:	\$1,800.00
199357	PUENTE HILLS FORD	10/24/2025	25742	480515161	MIRROR	\$440.76
		10/24/2025	25742	480515161	A/C REPAIR	\$1,213.97
		10/24/2025	25742	480515161	CLIPS	\$32.93
		10/24/2025	25742	480515161	FUEL SYSTEM REPAIR	\$848.22
		10/24/2025	25742	480515161	KEY FOB	\$571.45
PUENTE HILLS FORD					Total Check Amount:	\$3,107.33
199358	ROYAL PAPER CORPORATION	10/24/2025	26215	110141441	SUPPLIES	\$1,859.53
ROYAL PAPER CORPORATION					Total Check Amount:	\$1,859.53
199359	TELACU CONSTRUCTION MANAGEMENT, INC	10/24/2025	32829	510707978	CONST MGMT SEPT 2025	\$35,290.00
TELACU CONSTRUCTION MANAGEMENT, INC					Total Check Amount:	\$35,290.00
199360	UNIFIRST CORPORATION	10/24/2025	27988	110212131	PD LNDRY SVCS 9/15/25	\$24.88
		10/24/2025	27988	110212131	PD LNDRY SVCS 9/1/25	\$24.88
		10/24/2025	27988	110212131	PD LNDRY SVCS 9/22/25	\$24.88
		10/24/2025	27988	110212131	PD LNDRY SVCS 9/8/25	\$24.88
		10/24/2025	27988	110212131	PD LNDRY SVCS 9/29/25	\$24.88
UNIFIRST CORPORATION					Total Check Amount:	\$124.40
199361	UNIFIRST CORPORATION	10/24/2025	27988	110515144	UNIFORM SVCS OCT 2025	\$25.55
		10/24/2025	27988	361515148	UNIFORM SVCS OCT 2025	\$0.20
		10/24/2025	27988	110515125	UNIFORM SVCS OCT 2025	\$4.93
		10/24/2025	27988	420515131	UNIFORM SVCS OCT 2025	\$26.49
		10/24/2025	27988	440515126	UNIFORM SVCS OCT 2025	\$2.85
		10/24/2025	27988	490515151	UNIFORM SVCS OCT 2025	\$72.87
		10/24/2025	27988	110515121	UNIFORM SVCS OCT 2025	\$17.22
		10/24/2025	27988	110515141	UNIFORM SVCS OCT 2025	\$22.46
		10/24/2025	27988	110515148	UNIFORM SVCS OCT 2025	\$0.20
		10/24/2025	27988	360515145	UNIFORM SVCS OCT 2025	\$5.52
		10/24/2025	27988	430515123	UNIFORM SVCS OCT 2025	\$17.73
		10/24/2025	27988	480515161	UNIFORM SVCS OCT 2025	\$33.18
		10/24/2025	27988	110515143	UNIFORM SVCS OCT 2025	\$7.41
UNIFIRST CORPORATION					Total Check Amount:	\$236.61
199362	VERIZON CONNECT NWF, INC.	10/24/2025	25293	480515161	PW GPS SVC SEPT 2025	\$1,101.12
VERIZON CONNECT NWF, INC.					Total Check Amount:	\$1,101.12
199363	WITTMAN ENTERPRISES, LLC	10/24/2025	33176	174222225	MONTHLY FEE SEPT25	\$15.90
		10/24/2025	33176	174222225	BILLING SVCS SPET25	\$11,694.14
		10/24/2025	33176	174222225	TRANSACTION FEE SEP25	\$3.18
WITTMAN ENTERPRISES, LLC					Total Check Amount:	\$11,713.22

City Disbursement Register

Between Oct 20, 2025 12:00 AM and Oct 24, 2025 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
199364	SANG WON YOON	10/24/2025	33757	420	WATER ACCT REFUND	\$85.19
SANG WON YOON					Total Check Amount:	\$85.19
					Check Subtotal	\$174,727.62
V60812	ADMINISTRATIVE & PROF	10/24/2025	3344	110	4010 APEA MEMB 101725	\$540.00
ADMINISTRATIVE & PROF					Total Check Amount:	\$540.00
V60813	THE ADVANTAGE GROUP	10/24/2025	24539	110	808B FSADEPCAR 101725	\$2,154.16
		10/24/2025	24539	110	808C FSA URMED 101725	\$5,102.27
THE ADVANTAGE GROUP					Total Check Amount:	\$7,256.43
V60814	LARRY ALANIS	10/24/2025	32661	110404424	UMPIRE FEES 10/13/25	\$111.00
LARRY ALANIS					Total Check Amount:	\$111.00
V60815	ALL CITY MANAGEMENT SERVICES INC	10/24/2025	6604	110212132	CRSNG GRDS 9/14-9/27	\$3,686.25
ALL CITY MANAGEMENT SERVICES INC					Total Check Amount:	\$3,686.25
V60816	ALLSTAR FIRE EQUIPMENT	10/24/2025	8353	110222221	HELMET SHIELDS	\$467.59
		10/24/2025	8353	110222221	TURNOUTS	\$1,630.96
ALLSTAR FIRE EQUIPMENT					Total Check Amount:	\$2,098.55
V60817	ANAHEIM ICE MANAGEMENT	10/24/2025	15170	110404145	ICE SKATING	\$220.00
ANAHEIM ICE MANAGEMENT					Total Check Amount:	\$220.00
V60818	AVCOGAS PROPANE SALES & SERVICES	10/24/2025	22047	480515161	PROPANE 88.9 GALS	\$252.41
AVCOGAS PROPANE SALES & SERVICES					Total Check Amount:	\$252.41
V60819	BEGINNERS EDGE SPORTS TRAINING, LLC	10/24/2025	33663	110404145	SCOCCEER/BASEBLL/TRACK	\$1,333.80
BEGINNERS EDGE SPORTS TRAINING, LLC					Total Check Amount:	\$1,333.80
V60820	BEST LAWN MOWER SERVICE	10/24/2025	16230	480515161	BLADES	\$295.77
BEST LAWN MOWER SERVICE					Total Check Amount:	\$295.77
V60821	BOYS & GIRLS CLUBS	10/24/2025	26980	902009100	PROGRAM STAFF JUL25	\$5,093.79
BOYS & GIRLS CLUBS					Total Check Amount:	\$5,093.79
V60822	BOYS & GIRLS CLUB OF LA HABRA	10/24/2025	32583	902009100	KEYSTONE CONF JUL2025	\$6,925.00
BOYS & GIRLS CLUB OF LA HABRA					Total Check Amount:	\$6,925.00
V60823	BPSEA MEMORIAL FOUNDATION	10/24/2025	14990	110	4050 MEMORIAL 101725	\$95.50
BPSEA MEMORIAL FOUNDATION					Total Check Amount:	\$95.50
V60824	BREA CITY EMPLOYEES ASSOCIATION	10/24/2025	3236	110	4005 BCEA MEMB 101725	\$804.00
BREA CITY EMPLOYEES ASSOCIATION					Total Check Amount:	\$804.00
V60825	BREA DISPOSAL, INC	10/24/2025	3330	440515122	REFUSE COLLECTN SEP25	\$304,870.33
BREA DISPOSAL, INC					Total Check Amount:	\$304,870.33
V60826	BREA FIREFIGHTERS ASSOCIATION	10/24/2025	3237	110	4016 ASSOCMEMB 101725	\$3,879.25
BREA FIREFIGHTERS ASSOCIATION					Total Check Amount:	\$3,879.25
V60827	BREA POLICE ASSOCIATION	10/24/2025	3769	110	4031 BPA MEMB 101725	\$3.50
		10/24/2025	3769	110	4030 BPA REG 101725	\$4,375.00

City Disbursement Register

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
BREA POLICE ASSOCIATION					Total Check Amount:	\$4,378.50
V60828	BREA POLICE ATHLETIC LEAGUE	10/24/2025	1068	110	5010 B.P.A.L. 101725	\$122.50
BREA POLICE ATHLETIC LEAGUE					Total Check Amount:	\$122.50
V60829	BREA POLICE MANAGEMENT ASSOCIATION	10/24/2025	21189	110	4019 LDF MEMB 101725	\$57.00
		10/24/2025	21189	110	4020 PMA MEMB 101725	\$175.50
BREA POLICE MANAGEMENT ASSOCIATION					Total Check Amount:	\$232.50
V60830	C. WELLS PIPELINE MATERIALS INC	10/24/2025	13055	420515131	PLUMBING SUPPLIES	\$11,520.63
C. WELLS PIPELINE MATERIALS INC					Total Check Amount:	\$11,520.63
V60831	CANNINGS ACE HARDWARE	10/24/2025	15828	480515161	BONDO AUTO BODY FILLR	\$65.21
CANNINGS ACE HARDWARE					Total Check Amount:	\$65.21
V60832	COMLOCK SECURITY-GROUP	10/24/2025	13625	490515151	SALES TAX	\$17.11
		10/24/2025	13625	490	SALES TAX	(\$17.11)
		10/24/2025	13625	490515151	LION SCOUT COUNTER-FR	\$523.28
COMLOCK SECURITY-GROUP					Total Check Amount:	\$523.28
V60833	COMMUNICATIONS LAB	10/24/2025	32590	902009100	COLLB WBST ANNUAL FEE	\$324.00
COMMUNICATIONS LAB					Total Check Amount:	\$324.00
V60834	DANIELS TIRE SERVICE	10/24/2025	3133	480515161	TIRES	\$1,461.35
DANIELS TIRE SERVICE					Total Check Amount:	\$1,461.35
V60835	DELTA DENTAL INSURANCE COMPANY	10/24/2025	26074	110	79395 DELTAHMO OCT25	\$2,039.44
DELTA DENTAL INSURANCE COMPANY					Total Check Amount:	\$2,039.44
V60836	E.J. WARD INC	10/24/2025	11309	480515161	FUEL HOSTING OCT25	\$1,169.00
E.J. WARD INC					Total Check Amount:	\$1,169.00
V60838	ECONOLITE SYSTEMS, INC.	10/24/2025	27147	110515121	PREVENTATVE MNT APR25	\$3,244.00
		10/24/2025	27147	110515121	PREVENTATVE MNT AUG25	\$3,273.23
		10/24/2025	27147	110515121	PREVENTATVE MNT JUN25	\$3,273.23
		10/24/2025	27147	110515121	RPR CONTROLLERS MAY25	\$852.60
		10/24/2025	27147	110515121	PREVENTATVE MNT JUL25	\$3,273.23
		10/24/2025	27147	110515121	PREVENTATVE MNT SEP25	\$3,273.23
		10/24/2025	27147	110515121	PREVENTATVE MNT MAY25	\$3,273.23
		10/24/2025	27147	110515121	VID DETCTN CBLE FEB25	\$3,092.03
		10/24/2025	27147	110515121	ST LIGHT POLE APR25	\$13,988.56
		10/24/2025	27147	110515121	ST LIGHT POLE MAY25	\$3,108.83
ECONOLITE SYSTEMS, INC.					Total Check Amount:	\$40,652.17
V60839	EQUIPMENT DIRECT INC	10/24/2025	4522	420515131	SAFETY GEAR	\$69.23
EQUIPMENT DIRECT INC					Total Check Amount:	\$69.23
V60840	EVERNORTH CARE SOLUTIONS, INC.	10/24/2025	32734	110141481	EAP SVCS NOV 2025	\$1,198.04
EVERNORTH CARE SOLUTIONS, INC.					Total Check Amount:	\$1,198.04
V60841	FIRE SAFETY ADVISORS LLC	10/24/2025	33294	110000000	PLAN CHECK SVCS SEP25	(\$3,697.50)

City Disbursement Register

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V60841	FIRE SAFETY ADVISORS LLC	10/24/2025	33294	84022223P	PLAN CHECK SVCS SEP25	\$16,203.75
FIRE SAFETY ADVISORS LLC					Total Check Amount:	\$12,506.25
V60842	FLEET SERVICES	10/24/2025	5658	480515161	CABLE	\$216.97
FLEET SERVICES					Total Check Amount:	\$216.97
V60843	FLEMING ENVIRONMENTAL, INC.	10/24/2025	18487	480515161	PUMP REPAIR	\$200.00
FLEMING ENVIRONMENTAL, INC.					Total Check Amount:	\$200.00
V60844	GRAINGER	10/24/2025	13634	480515161	TOOL BOX	\$1,348.74
GRAINGER					Total Check Amount:	\$1,348.74
V60845	HAAKER EQUIPMENT CO.	10/24/2025	4297	420515131	VACTOR TRUCK GUN	\$476.60
HAAKER EQUIPMENT CO.					Total Check Amount:	\$476.60
V60846	CYNTHIA HAEBE	10/24/2025	31769	110212141	CRIME ANALYSIS AUG-SEP	\$4,402.50
CYNTHIA HAEBE					Total Check Amount:	\$4,402.50
V60847	GABRIEL HANNAH	10/24/2025	17533	110404424	UMPIRE FEES 10/13/25	\$111.00
GABRIEL HANNAH					Total Check Amount:	\$111.00
V60848	JENNA M HERRERA	10/24/2025	10886	110212111	PARKING REIMB 101025	\$12.00
JENNA M HERRERA					Total Check Amount:	\$12.00
V60849	HOLLY ELECTRIC INC.	10/24/2025	27530	341515112	MD#1 ELECTRICAL RPR	\$722.44
HOLLY ELECTRIC INC.					Total Check Amount:	\$722.44
V60850	INLAND ROUND BALL OFFICIALS INC.	10/24/2025	31906	110404424	REFEREE FEES 109-1014	\$1,480.00
INLAND ROUND BALL OFFICIALS INC.					Total Check Amount:	\$1,480.00
V60851	AMELIA SABRINA JACINTO	10/24/2025	33761	110404521	MILEAGE SEPT 2025	\$29.40
AMELIA SABRINA JACINTO					Total Check Amount:	\$29.40
V60852	KRISTOFER KATAOKA	10/24/2025	18385	110404542	MILEAGE OCT 2025	\$27.30
KRISTOFER KATAOKA					Total Check Amount:	\$27.30
V60853	KWIK KLEEN	10/24/2025	23771	480515161	PARTS WASHER SERVICE	\$197.00
KWIK KLEEN					Total Check Amount:	\$197.00
V60854	L.N. CURTIS & SONS	10/24/2025	1053	174222225	UNIFORMS	\$290.27
		10/24/2025	1053	110212111	UNIFORMS	\$515.57
L.N. CURTIS & SONS					Total Check Amount:	\$805.84
V60855	LAKEMAN CHASSIS	10/24/2025	12885	110515141	DOOR REPAIR	\$216.27
		10/24/2025	12885	480515161	FABRICATION BUILD	\$621.19
LAKEMAN CHASSIS					Total Check Amount:	\$837.46
V60856	LAKIN TIRE WEST, INC.	10/24/2025	12286	480515161	TIRE DISPOSAL	\$438.70
LAKIN TIRE WEST, INC.					Total Check Amount:	\$438.70
V60857	LIFE-ASSIST, INC.	10/24/2025	10530	174222222	PM SUPPLIES FS1	\$1,399.42
		10/24/2025	10530	174222222	PM SUPPLIES FS4	\$2,014.84
		10/24/2025	10530	174222225	PM SUPPLIES FS2	\$44.61
		10/24/2025	10530	174222222	PM SUPPLIES FS2	\$2,403.05

City Disbursement Register

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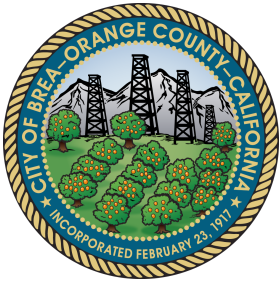
Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V60857	LIFE-ASSIST, INC.	10/24/2025	10530	174222222	PM SUPPLIES FS3	\$1,690.16
LIFE-ASSIST, INC.					Total Check Amount:	\$7,552.08
V60858	LONG BEACH BMW	10/24/2025	18120	480515161	TIRES	\$2,333.79
LONG BEACH BMW					Total Check Amount:	\$2,333.79
V60859	ELIZABETH A. LUSK	10/24/2025	16911	110212111	TRAINING MILEAGE	\$61.74
ELIZABETH A. LUSK					Total Check Amount:	\$61.74
V60860	CAITLIN MOHNEY	10/24/2025	29108	110404521	YOGA SEPTEMBER 2025	\$150.00
CAITLIN MOHNEY					Total Check Amount:	\$150.00
V60861	MOTOROLA SOLUTIONS, INC.	10/24/2025	22012	173212141	CAMERA REPAIR	\$1,500.00
MOTOROLA SOLUTIONS, INC.					Total Check Amount:	\$1,500.00
V60862	MUNICIPAL DENTAL POOL	10/24/2025	30638	110	DELTA DENTAL OCT 2025	\$17,159.13
MUNICIPAL DENTAL POOL					Total Check Amount:	\$17,159.13
V60863	ORANGE COAST PETROLEUM EQPT INC.	10/24/2025	28719	480515161	FUEL HOSE	\$355.58
ORANGE COAST PETROLEUM EQPT INC.					Total Check Amount:	\$355.58
V60864	PREMIER FIRST RESPONDER PSYCH SVCS	10/24/2025	29540	110212111	THERAPY MAY25	\$300.00
		10/24/2025	29540	110212111	THERAPY JUL25	\$450.00
PREMIER FIRST RESPONDER PSYCH SVCS					Total Check Amount:	\$750.00
V60865	QUARTECH CORRECTIONS LLC	10/24/2025	29933	950000000	ILJAOC OCJVPET SEP25	\$29,700.00
		10/24/2025	29933	950000000	ILJAOC IP SUPP SEPT25	\$10,600.00
		10/24/2025	29933	951000000	ILJAOC OCSW SEPT25	\$11,340.00
QUARTECH CORRECTIONS LLC					Total Check Amount:	\$51,640.00
V60866	ROLLINS, INC DBA ORKIN, LLC.	10/24/2025	30616	110515141	PEST CONTROL SEP 2025	\$239.40
		10/24/2025	30616	110515125	PEST CONTROL SEP 2025	\$339.15
		10/24/2025	30616	420515131	PEST CONTROL SEP 2025	\$179.55
		10/24/2025	30616	490515151	PEST CONTROL SEP 2025	\$1,236.90
ROLLINS, INC DBA ORKIN, LLC.					Total Check Amount:	\$1,995.00
V60867	MARY M. SAMBRANO	10/24/2025	28001	110404521	ZUMBA GOLD SEPT 2025	\$80.00
MARY M. SAMBRANO					Total Check Amount:	\$80.00
V60868	SC FUELS	10/24/2025	16654	480515161	UNL ETH 3468.90 GALS	\$13,701.31
		10/24/2025	16654	480515161	CLR DIESEL 1282.2GALS	\$5,073.56
SC FUELS					Total Check Amount:	\$18,774.87
V60869	SITEONE LANDSCAPE SUPPLY, LLC	10/24/2025	25942	110515143	IRR PARTS	\$279.11
		10/24/2025	25942	110515144	PLUMBING SUPPLIES	\$164.79
SITEONE LANDSCAPE SUPPLY, LLC					Total Check Amount:	\$443.90
V60870	SOUTHERN CALIFORNIA EDISON	10/24/2025	3277	510707978	PROJ: 505 SIEVERS AVE	\$4,014.62
SOUTHERN CALIFORNIA EDISON					Total Check Amount:	\$4,014.62
V60871	SPECTRUM GAS PRODUCTS, INC.	10/24/2025	16060	174222222	OXYGEN	\$949.09
		10/24/2025	16060	174222222	OXYGEN CYL RENTAL	\$57.00

City Disbursement Register

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
SPECTRUM GAS PRODUCTS, INC.					Total Check Amount:	\$1,006.09
V60872	STEAMX LLC	10/24/2025	24072	480515161	PRESSURE WSHR REPAIR	\$214.09
STEAMX LLC					Total Check Amount:	\$214.09
V60873	STERICYCLE, INC.	10/24/2025	11925	470141483	DOC SHRED AUG-SEPT25	\$15.99
		10/24/2025	11925	110212122	DOC SHRED AUG-SEPT25	\$296.07
		10/24/2025	11925	110111161	DOC SHRED AUG-SEPT25	\$15.99
STERICYCLE, INC.					Total Check Amount:	\$328.05
V60874	SUN BADGE CO.	10/24/2025	2293	110212111	PINS/BARS	\$353.11
SUN BADGE CO.					Total Check Amount:	\$353.11
V60875	SUPERIOR ALARM SYSTEMS	10/24/2025	11074	110404211	ALARM MONITORING BCC	\$210.00
SUPERIOR ALARM SYSTEMS					Total Check Amount:	\$210.00
V60876	TIM SHAW & ASSOCIATES	10/24/2025	32567	902009100	PROGRAM STAFF AUG25	\$300.00
TIM SHAW & ASSOCIATES					Total Check Amount:	\$300.00
V60877	TROPICAL PLAZA NURSERY, INC	10/24/2025	2062	360515145	CLN UP@SLOPE BERRY ST	\$960.00
		10/24/2025	2062	360515145	WILDCATTER PRK CLN UP	\$4,500.00
		10/24/2025	2062	110515141	MUSEUM HANDRAIL RPR	\$6,995.84
TROPICAL PLAZA NURSERY, INC					Total Check Amount:	\$12,455.84
V60878	TURBO DATA SYSTEMS, INC.	10/24/2025	1472	110212122	CITATION PROC SEPT25	\$4,660.76
TURBO DATA SYSTEMS, INC.					Total Check Amount:	\$4,660.76
V60879	UNITED ROTARY BRUSH CORPORATION	10/24/2025	16649	480515161	SWEEPER BROOMS	\$355.92
UNITED ROTARY BRUSH CORPORATION					Total Check Amount:	\$355.92
V60880	WAXIE SANITARY SUPPLY	10/24/2025	3332	360515145	JANITORIAL SUPPLIES	\$1,293.22
WAXIE SANITARY SUPPLY					Total Check Amount:	\$1,293.22
V60881	WEST COAST SAND & GRAVEL, INC.	10/24/2025	11519	420515131	SAND AND BASE	\$1,631.01
WEST COAST SAND & GRAVEL, INC.					Total Check Amount:	\$1,631.01
Voucher Subtotal						\$554,648.93

TOTAL \$729,376.55



CITY *of* BREa

**City Council Regular Meeting
Communication
November 4, 2025
Item No. 6A.**

Brea Arts Corporation Annual Report for Fiscal Year 2024-25

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

RECOMMENDATION

Staff recommends that the City Council take the following action:

1. Receive and file the Brea Arts Corporation Annual Report for Fiscal Year 2024-25.

BACKGROUND/DISCUSSION

The Brea Arts Corporation was formed on June 17, 1997, for the purpose of disseminating information to the public about cultural activities in the City of Brea, hosting Brea Fest, and participating in and encouraging other events or activities related to this purpose.

The Brea Arts Corporation is a tax-exempt 501[c](3) organization for Federal and State income tax purposes. The organization did not incur expenditures within the established threshold required to file annual reports with the taxing agencies. This report has been prepared in place of such reports to provide a summary of activities. By using its tax-exempt status to mail information about its cultural activities, the Brea Arts Corporation avoided incurring approximately \$4,612 in postage costs during the year. This amount represents the savings in postage from using the standard mail nonprofit rate versus the standard mail regular rate (\$0.172 savings per piece, multiplied by 26,814 pieces). The Brea Arts Corporation also secured permits from the California Department of Alcoholic Beverage Control (ABC) for various cultural events hosted by the Curtis Theatre, the Gallery, and the Brea Fest. The total cost for the permits was \$3,775.

The annual report for Fiscal Year July 1, 2024, through June 30, 2025, was prepared by the Administrative Services Department with the assistance of the Community Services Department. The annual report includes the Statement of Program Service Accomplishments (Exhibit A) and the Summary of Promotional Activities for Program events (Exhibit B). The Statement of Program Service Accomplishments describes activities during the past fiscal year, and the Summary of Promotional Activities for Program events provides a breakdown of the items mailed, postage costs, attendance for each event, and a summary of costs incurred by the ABC permits. The filing requirement deadline is typically on or before the 15th day of the fifth month after the close of the City's tax year. The required Board action is to receive and file. Therefore, the staff recommends the approval of the recommended action.

FISCAL IMPACT/SUMMARY

There is no fiscal impact related to this report.

Attachments

[Exhibit A - Statement of Program Service Accomplishments 24-25.pdf](#)

[Exhibit B - FY 24-25 Summary of Costs.pdf](#)

**Brea Arts Corporation
FY 2024-25 Annual Report**

Statement of Program Service Accomplishments

1. The primary purpose of the Brea Arts Corporation is to disseminate information to the public about cultural activities in the City of Brea, and to host the “Brea Fest,” which is an annual gathering in the City of Brea dedicated to the promotion of cultural arts.
2. During Fiscal Year 2024-25, The Brea Arts Corporation participated in the promotion of one of four different cultural functions held at the Brea Gallery. The Brea Arts Corporation did not mail any items for promoting cultural events at the Brea Gallery this fiscal year.
3. The Brea Arts Corporation also participated in mailing the annual seasonal program for the Curtis Theatre. A total of 7,500 brochures were mailed. There were 19 different theatrical productions that together held 86 performances throughout fiscal year 2024-25 including Brea Youth Theatre. The total attendance for the year was 10,259. Additionally, there were 280 volunteer shifts who participated in the productions; working approximately 887 hours.
4. The Brea Arts Corporation secured the permit from the California Department of Alcoholic Beverage Control for “Brea Fest,” held on August 9, 2024 at the Brea Civic and Cultural Center. There were approximately 5,300 people in attendance.

**Brea Arts Corporation
FY 2024-25 Annual Report**

Summary of Promotional Activities for Program Events

POSTAGE COSTS	QTY	TOTAL	ATTENDANCE
Gallery			
Colored Pencil Society of America 32nd Annual Juried Exhibition (July 31 - September 15, 2024)	-	\$ -	2,176
99 Voices in Pastel Pastel Society of the West Coast (October 12 - December 6, 2024)	-	\$ -	1,467
Bitter/Sweet (February 1 - March 21, 2025)	-	\$ -	1,029
40th Annual Made in California Juried Exhibition (April 26 - June 29, 2025)	-	\$ -	2,119
Sub-Total	-	\$ -	6,791
Theatre			
Annual Season Program Brochures	7,500	\$ 3,000.00	67,770 ¹
Other direct mail (postcards)	19,314	\$ 6,644.89	N/A
Sub-Total	26,814	\$ 9,644.89	67,770
TOTAL	26,814	\$ 9,644.89 ²	74,561
OTHER COSTS ³			
	QTY	TOTAL	ATTENDANCE
Theatre Events/Shows (ABC Permits)	70	\$ 3,500.00	N/A
Gallery Events (ABC Permits)	4	\$ 200.00	N/A
BreaFest (ABC Permits)	1	\$ 75.00	N/A
Sub-Total	75	\$ 3,775.00	-
TOTAL	75	\$ 3,775.00 ²	N/A

¹ = Total season attendance; includes Rental Engagements & Performances

² = Postage costs are paid by the City of Brea on behalf of the Brea Arts Corporation

³ = Other costs includes permits secured from the California Department of Alcoholic Beverage Control (ABC)