City Council and Successor Agency to the Brea Redevelopment Agency Agenda

Closed Session - 5:30 p.m.
General Session - 7:00 p.m.

Tuesday, March 3, 2026, 7:00 PM
COUNCIL CHAMBERS
1 Civic Center Circle
Brea, California 92821

Cecilia Hupp, Mayor **Marty Simonoff,** Mayor Pro Tem

Christine Marick, Council Member **Blair Stewart,** 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 - TIME 5:30 P.M.

1.A. Call to Order/Roll Call

1.B. Public Comment

1.C. Conference with Labor Negotiator (California Government Code Section 54957.6). City Representative: City Manager Kristin Griffith. Unrepresented Employee: City Attorney

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

2.A. Call to Order/Roll Call

2.B. Pledge of Allegiance: Brea Girl Scouts

2.C. Invocation: Pastor John Reeve, The Cause Church

2.D. Proclamation: National Girl Scout Week

2.E. Community Announcements

2.F. Matters from the Audience

2.G. Response to Public Inquiries

3. 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."

3.A. 2026 Emergency Operations Plan

— 1. Adopt Resolution No. 2026-012 rescinding the former Emergency Operations Plan adopted by Resolution No. 2020-016 and adopt the 2026 City of Brea Emergency Operations Plan.

— 2. Find the proposed project exempt from the California Environmental Quality Act (CEQA) Guidelines. The Emergency Operations Plan has been assessed and determined to be exempt from the requirements to prepare additional environmental documentation per CEQA Guidelines Sections 15060(c)(2) and 15060(c)(3). As such, the proposed plan will not have a significant effect on the environment.

3.B. Ordinance to Reestablish Parking Restrictions on Public Streets for Street Sweeping

— 1. Introduce by title only and waive further reading of Ordinance No. 1272, "An Ordinance of the City Council of the City of Brea Amending the Brea City Code to Reestablish Parking Restrictions on Public Streets for Street Sweeping Purposes and Approving a CEQA Exemption Determination"; and

— 2. Adopt Resolution No. 2026-013 establishing regular days and streets upon which street sweeping will occur, and establishing a fine amount for violation of the Ordinance, all as required therein.

4. CONSENT CALENDAR

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

4.A. February 17, 2026 Regular City Council Meeting Minutes

— 1. Approve.

4.B. General Plan Annual Progress Report 2025

— 1. Receive and file the 2025 General Plan and Housing Element Annual Report; and

— 2. Direct staff to submit the Housing Element Annual Report to the California Department of Housing and Community Development (HCD) and the Governor's Office of Land Use and Climate Innovation (LCI). There is no impact on the General Fund.

4.C. Cooperative Agreement with City of Anaheim, Fullerton, & Orange for the State College Boulevard/The City Drive Regional Traffic Signal Synchronization Program Project, CIP No. 7721

— 1. Approve a Cooperative Agreement with the Cities of Anaheim, Fullerton, and Orange for the State College Boulevard/The City Drive Regional Traffic Signal Synchronization Program (RTSSP) Project; and

— 2. Authorize the City Manager to execute the Cooperative Agreement and any non-monetary contract amendments and ancillary documents subsequently required to implement the Cooperative Agreement. There is no fiscal impact on the General Fund.

4.D. Designate the City Manager signing authority for all Public Provider Ground Emergency Medical Transport (PP-GEMT) and Variable Rate Range Intergovernmental Transfer (VRR-IGT) Certifications and Agreements

— 1. Authorize the City Manager to execute required certifications, agreements, and Intergovernmental Transfer (IGT) payments necessary for the City of Brea’s participation in the Public Provider Ground Emergency Medical Transportation (PP-GEMT) and Voluntary Rate Range Intergovernmental Transfer (VRR-IGT) programs administered by the California Department of Health Care Services (DHCS); and

— 2. Amend the City’s FY 2025-27 Operating Budget within the Paramedic Services Fund (174) for any reimbursement received and expenditures incurred for these programs.

4.E. Contingency Adjustment for the Integrated Crime Center (ICC) Citywide Camera Network, CIP 7719

— 1. Increase the construction contingency by $200,000 and authorize the City Engineer to issue change orders within the approved contingency. There is no fiscal impact on the General Fund.

4.F. Waive Full Reading of and Adopt Ordinance No. 1267, "An Ordinance of the City Council of the City of Brea Granting a Pipeline Franchise to Crimson California Pipeline, L.P.," and Approve a CEQA Exemption Determination

— 1. Waive full reading and adopt Ordinance No. 1267, "An Ordinance of the City Council of the City of Brea Granting a Pipeline Franchise to Crimson California Pipeline, L.P.," by title only and approve a California Environmental Quality Act exemption determination;

— 2. Appropriate any revenues received as part of this franchise in the Fiscal Year 2025-26 Operating Budget; and

— 3. Authorize the City Clerk to release the current faithful performance bond upon acceptance of the new faithful performance bond once notification is received from the Public Works Department.

4.G. Approval of a Professional Services Agreement between the City of Brea and GovPath

— 1. Approve a Professional Services Agreement between the City of Brea and GovPath for as-needed service and support for Accela in the amount not-to-exceed $51,800 with a 10 percent contingency;

— 2. Authorize the City Manager or designee to execute and make non-substantive changes to the Professional Services Agreement; and

— 3. Authorize the City Manager to amend and extend the term of the Professional Services Agreement for one additional one-year term. There is no new impact to the General Fund.

4.H. City Disbursement Registers for February 13 and February 20, 2026

— 1. Receive and file.

5. CITY/SUCCESSOR AGENCY - CONSENT

5.A. Successor Agency Disbursement Register for February 20, 2026

— 1. Receive and file.

6. ADMINISTRATIVE ANNOUNCEMENTS

6.A. City Manager

6.B. City Attorney

6.C. Council Requests

7. COUNCIL ANNOUNCEMENTS

7.A. Council Announcements

8. ADJOURNMENT

8.A. Meeting Adjournment

Date Posted: February 26, 2026

CITY of BREA

City Council Regular Meeting
Communication
March 3, 2026
Item No. 3A.

2026 Emergency Operations Plan

TO	PREPARED BY
Honorable Mayor and City Council Members	Lisa Keyworth, Emergency Preparedness Coordinator
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Jason Killebrew, Assistant City Manager/Community Development Director	Kristin Griffith, City Manager

RECOMMENDATION

Staff recommend the City Council take the following action:

1. Adopt Resolution No. 2026-012 rescinding the former Emergency Operations Plan adopted by Resolution No. 2020-016 and adopt the 2026 City of Brea Emergency Operations Plan.
2. Find the proposed project exempt from the California Environmental Quality Act (CEQA) Guidelines. The Emergency Operations Plan has been assessed and determined to be exempt from the requirements to prepare additional environmental documentation per CEQA Guidelines Sections 15060(c)(2) and 15060(c)(3). As such, the proposed plan will not have a significant effect on the environment.

BACKGROUND/DISCUSSION

The intent of the City of Brea's Emergency Operations Plan (EOP) is to assist staff assigned to the City's dedicated Emergency Operations Center (EOC). The plan is detailed enough to provide for an effective response yet is flexible enough to be used in any emergency response situation. It is important to note that the intent of this plan would not address ordinary day-to-day emergencies or the established departmental procedures used to handle regular incidents. Rather, this multi-hazard plan concentrates on management, concepts and response procedures relative to large scale disasters.

The existing EOP was adopted by the City Council in 2020 and approved by the California Office of Emergency Services (CalOES). The Emergency Operations Plan is a comprehensive, all-hazard document that outlines how the City prepares for, responds to and recovers from emergencies and disasters. The plan details capabilities, authorities, and responsibilities for individuals, departments, agencies and organizations within the City of Brea. In addition, the EOP clarifies how the response will align with other local, state and federal agencies involved in much larger disasters using the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS). City staff regularly train on the principles and procedures of the plan through tabletops discussions and exercises. The plan is reviewed annually and updated every five years.

In 2026, the plan has been updated to include emerging and evolving challenges because of drought, wildfires and the COVID-19 pandemic. In response to the devastating wildfires that have plagued the state over the last few years, legislation has been enacted that must be included in this plan upon its update. Two of these new laws are California AB478 and California AB741. AB478 requires local jurisdictions to designate procedures for the rescue of a pet from an area subject to an evacuation order. AB741 requires that if emergency shelters are open for human evacuees, the city must provide a minimum of one human shelter location that will accommodate persons with pets (in addition to service animals.) This requirement also applies to when the city activates a cooling center.

Since the adoption of the existing 2020 version of the plan, the City has also adopted its first ever Local Hazard Mitigation Plan (LHMP) which was approved by CalOES and the Federal Emergency Management Agency (FEMA) in July of 2024. The contents of the LHMP have been incorporated into the updated EOP. The proposed 2026 EOP (Attachment A) contains a comprehensive update and reformatted look and feel.

The plan update also includes informational overviews of evacuations and mass care and shelter. The plan was updated with the terms “Evacuation Order” for imminent threats and “Evacuation Warning” for impending threats. This change was implemented in alignment with the National Incident Management System (NIMS) to reduce confusion and keep responses consistent across all agencies.

The adoption of the updated plan brings the City into compliance with new legislation and aligns with SEMS and NIMS requirements to remain eligible for state and federal reimbursements, grants and disaster recovery public assistance.

FISCAL IMPACT/SUMMARY

There is no financial impact to the City of Brea by adopting the resolution approving the 2026 Emergency Operations Plan. The update of this plan was completed within the Emergency Preparedness approved budget by the Emergency Preparedness Coordinator with input and review by city staff.

Attachments

Attachment 1 - Resolution 2026 Emergency Operations Plan

Attachment 2 - 2026 EOP-Final.pdf

RESOLUTION NO. _____

A RESOLUTION OF THE BREA CITY COUNCIL ADOPTING THE 2026 EMERGENCY OPERATIONS PLAN

A. RECITALS:

(i) On November 21, 2006, the City Council adopted Resolution No. 06-102 to adopt the federal National Incident Management System ("NIMS") as the City's standard for emergency management.

(ii) The federal NIMS and the California Emergency Services Act ("CESA") (Government Code Section 8550 et seq.) require the creation, maintenance, training, and exercising of emergency response protocols by every local government.

(iii) Brea City Code Chapter 8.00 provides for the preparation and carrying out of plans for the protection of persons and property within the City's territory in the event of an emergency; the direction of the emergency organization; and the coordination of the City's emergency functions with all other public agencies, corporations, organizations, and affected private persons.

(iv) The City has prepared its 2026 Emergency Operations Plan, compliant with NIMS and CESA requirements, to ensure the most effective and economical allocation of resources for the maximum benefit and protection of the City's population, and property within the City, during times of emergency.

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

B. RESOLUTION:

NOW, THEREFORE, the City Council finds and resolves as follows:

1. The facts set forth in the Recitals, Part A, above, are true and correct.

2. In accordance with Brea City Code Section 8.00.060, the City Council approves and adopts the 2026 Emergency Operations Plan dated [date] and attached to

the staff report presented to the City Council for this Resolution. The 2026 Emergency Operations Plan shall be maintained on file in the City Clerk's office.

3. The 2026 Emergency Operations Plan supersedes emergency operations plans previously adopted by the City Council, all of which shall be of no further force or effect.

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

APPROVED AND ADOPTED this _____ day of _____, 2026.

_____
Cecilia Hupp, Mayor

ATTEST: _____
Victoria Popescu, City Clerk

EOP DEVELOPMENT AND DELEGATION OF AUTHORITY

The development of an Emergency Operations Plan is a cooperative effort between all City of Brea departments and agencies that have an emergency response role. The planning process is designed to ensure a commitment to the tenets contained in the plan, consider the needs of the community, incorporate the various supporting agencies capabilities and limitations, and maximize resources. Each department and stakeholder are equally engaged in the development of this EOP. They are solicited for input, best practices, and lessons learned. Each input is carefully considered and, if appropriate, incorporated into the EOP in such a way as to integrate it with the EOP's overall purpose and structure. Draft versions of the EOP are distributed for review and comment by appropriate stakeholders. All comments are again considered, revisions made as necessary, and then the EOP is submitted to the Disaster Council[1] and Mayor for approval.

The Emergency Preparedness Coordinator has the lead responsibility for EOP development and planning with responsibilities for:

- Communicating information within the City of Brea on EOP requirements and guidelines.
- Coordinating the EOP development among departments and agencies.
- Identification of departments and agencies with department operations centers (DOCs).
- Coordinating with other local governments, the operational area, and volunteer and private agencies on development of the EOP.
- Incorporating SEMS and NIMS into the City of Brea's Emergency Operations Plan and procedures.
- Incorporating SEMS and NIMS into the City of Brea's emergency ordinances, agreements, memorandum of understandings, etc.
- Identification of special districts that operate or provide services within the boundaries of the City of Brea. The emergency role of these special districts shall be determined and provisions made for coordination during emergencies.
- Identification of local volunteer and private agencies that have an emergency response role. Contacts should be made to develop arrangements for coordination during emergencies.

1The Disaster Council is responsible for developing and recommending emergency and mutual aid plans, agreements, ordinances, resolutions, rules and regulations for adoption by the City Manager. The Disaster Council consists of the Mayor (Chairman), the Director of Emergency Services, the Assistant Director of Emergency Services, Police Chief, Fire Chief and with the approval of the City Council, representatives of civic, business, labor, veterans, professional, or other organizations relevant to the documents pending approval.

APPROVAL AND IMPLEMENTATION

RECORD OF CHANGES

Section	Page/s	Update	Date
		Entire document reformatted	
		Updated all Organization Charts	6/25
		Updated Resolution and Approval Page (signatures)	TBD
1.1	1	Added language regarding individual responsibility of citizens	7/25
1.5	5	Added language regarding non-discrimination	9/25
2.1	5	Updated population and demographics	3/25
2.2	6	Updated language naming Assistant City Manager to manage the Emergency Preparedness program	7/25
2.4	8	Added the creation of the Local Hazard Mitigation Plan (LHMP)	3/25
2.4	8-20	Updated all hazards to align with LHMP	3/25
3.5	27	Removed EDIS	3/25
3.7	36	Updated succession	3/25
4.4	52	Added EOC Action Planning	1/26
4.6	62	Added section on evacuations	10/25
4.6	63	Added pet rescue during evacuations	10/25
4.7	63	Added Mass Care	10/25
4.7	64	Added language regarding human/pet co-sheltering	7/30
10	212	Added Safety Assessment Unit	3/25

RECORD OF DISTRIBUTION

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CHAPTER 1 - INTRODUCTION

1.1 EMERGENCY OPERATIONS PLAN PURPOSE

The City of Brea Emergency Operations Plan (EOP) establishes a comprehensive framework of policy and guidance for emergency and disaster response operations. This plan details capabilities, authorities, and responsibilities for specific individuals, divisions, departments, agencies, and organizations within the City of Brea.

The City of Brea undertakes preparedness with an understanding that, in an emergency or disaster, a broad range of individuals, agencies, organizations, and other engaged whole community stakeholders will provide the most effective response for all who live, work, and travel in the City of Brea.

The City of Brea EOP draws on the system described within the National Response Framework (NRF), which establishes vertical integration and effective coordination across local, State, and Federal resources, as well as private-sector capabilities, as necessary, to preserve the health, safety, and welfare of those persons affected during emergency or disaster situations. This plan is also based on the functions and principles of the Standardized Emergency Management System (SEMS), which is based on the FIRESCOPE Incident Command System (ICS) and the National Incident Management System (NIMS) and identifies how the City fits into the overall SEMS/NIMS structure. NIMS was adopted by City Council per Resolution No. 2006-102, which was signed on November 21, 2006. The City of Brea EOP establishes responsibilities for city departments; addresses the role of the private-sector, volunteer, and nonprofit organizations; and engages other whole community stakeholders for emergency preparedness actions.

This plan is drawn from an operational approach consistent with the organization and function of the City of Brea Emergency Operations Center (EOC), which follows the Incident Command System (ICS) and the National Incident Management System (NIMS). Under these systems, City of Brea operations are grouped by functions and subsequently organized by agency to ensure efficient coordination and communication of response actions throughout emergency operations, as governed by the planning cycle. These functions are all assigned lead and support agencies that maintain responsibility to establish and carry out plans developed for accomplishing assigned tasks. This Emergency Operations Plan applies to any emergency situation associated with any hazard, natural or human-caused, which may affect Brea.

This plan does not substitute government services for individual responsibility. Citizens are expected to be aware of developing events and take appropriate steps to respond in a safe and timely manner. Since the City's resources and personnel may be overwhelmed at the onset of a disaster event, individuals and organizations should be prepared to be self-sufficient following a disaster. The City will make every effort to provide information to the public via the media and other sources to assist citizens in dealing with the emergency.

1.2 PLAN ORGANIZATION

The plan should provide any reader with a thorough understanding of the emergency organization and the process of preparing, responding to, and recovering from disasters. Use of the plan will differ according to the needs of the reader. All personnel need to be familiar with the plan, although only a few will need all chapters. Most will focus their attention on the parts of the plan specific to their needs and responsibilities. The plan provides the basis for developing agency-specific, detailed checklists and standard operating procedures.

By using this EOP appropriately, City departments and external representatives supporting the Brea EOC should:

- Know what they and other organizations are capable of,
- Know how to perform their functions,
- Avoid inefficiencies, duplications, and oversights in performing functions, and
- Be able to coordinate effective response and recovery operations across organizations and jurisdictions.

This EOP is separated into three parts. Each part and its intended purpose are described below:

Part 1 – Basic Plan: The Basic Plan consists of the fundamental information that governs response and recovery operations in Brea. The Basic Plan should be reviewed and understood by EOC staff and response/recovery stakeholders well in advance of an emergency situation. The Basic Plan consists of the following:

Introduction – Provides a brief overview of the purpose and authorities of the EOP. Brea personnel should be familiar with how to use the plan and its links to other response plans.

Community Profile and Hazard Analysis – Staff should be aware of the dynamics of the Brea community and how those characteristics might impact response/recovery strategies. In addition, they should be aware that potential hazards exist and what actions can be taken to prevent, minimize or mitigate hazards and/or their consequences in case of an emergency.

Response Structure Fundamentals – The Brea EOC's concept of operations is built upon proven response concepts and elements such as the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS), and upon existing response standards related to mutual aid, alerting and warning, and operational continuity. EOC staff should have a clear understanding of these concepts and systems as they are inherent to successful response operations. Before staff members can appropriately execute their responsibilities, they must understand the underlying systems that govern execution. These concepts should be read and understood well before an incident occurs.

EOC Concept of Operations – This chapter represents the most significant element of the Basic Plan. This chapter describes how the response is organized, assigns roles and responsibilities, and identifies the EOC's operational requirements. In an emergency situation, this is one chapter that responders should keep open to reference at all times.

Recovery Operations- Recovery refers to those measures undertaken by an entity following a disaster that will return existence back to normal, or at least as normal as possible within a given time period. Effective recovery consists of a complex array of interdependent and coordinated actions. Recovery operations are divided into three phases; short term, mid-term and long term.

Part 2 – Position Checklists and Procedures: Position checklists and procedures should be used by EOC personnel during drills (to educate and train), exercises (practice and evaluate), and actual emergencies (execution of knowledge, skills, and abilities). The checklists are designed to ensure each person assigned to a position in the EOC accomplishes his or her tasks. The position checklists do not provide explicit detail on operations, rather they are meant to keep individuals on task by providing reminders of their responsibilities. Some positions have developed procedures to complement their checklists. These procedures provide further guidance on how to perform certain functions assigned to the position. Each department that is assigned primary responsibility for a position in the EOC is responsible for the development and maintenance of position checklists and procedures. As such, some positions may have both, only one, or neither.

Part 3 – Attachments and Annexes: A variety of attachments have been included with the EOP to support EOC staff members in performing their functions. In some cases, the attachments are applicable to all positions and tasks; in other cases, they provide specific information to support the execution of a given task.

1.3 EOP DEVELOPMENT PROCESS

The development of an Emergency Operations Plan is a cooperative effort between all City of Brea departments and agencies that have an emergency response role. The planning process is designed to ensure a commitment to the tenets contained in the plan, consider the needs of the community, incorporate the various supporting agencies capabilities and limitations, and maximize resources. Each department and stakeholder are equally engaged in the development of this EOP. They are solicited for input, best practices, and lessons learned. Each input is carefully considered and, if appropriate, incorporated into the EOP in such a way as to integrate it with the EOP's overall purpose and structure. Draft versions of the EOP are distributed for review and comment by appropriate stakeholders. All comments are again considered, revisions made as necessary, and then the EOP is submitted to the Disaster Council and Mayor for approval.

The Emergency Preparedness Coordinator has the lead staff responsibility of:

- Communicating information within the City of Brea on EOP requirements and guidelines.
- Coordinating the EOP development among departments and agencies.
- Identification of departments and agencies with department operations centers (DOCs).
- Coordinating with other local governments, the operational area, and volunteer and private agencies on development of the EOP.
- Assuming and compliancy of SEMS and NIMS into the City of Brea's Emergency Operations Plan and procedures.
- Incorporating SEMS and NIMS into the City of Brea's emergency ordinances, agreements, memorandum of understandings, etc.
- Identification of special districts that operate or provide services within the boundaries of the City of Brea. The emergency role of these special districts shall be determined and provisions made for coordination during emergencies.
- Identification of local volunteer and private agencies that have an emergency response role. Contacts should be made to develop arrangements for coordination during emergencies

1.4 DISCLOSURE EXEMPTS

Portions of this document contain sensitive information pertaining to the development, mobilization, and tactical operations of the City of Brea government in response to emergencies. Although the vast majority of this plan is available for public review, certain sensitive portions that include personal privacy information or information with significant implications on county, state, or national security have been secluded to attachments that are exempt from public disclosure under the provisions of California Public Records Act §6254.

1.5 ASSUMPTIONS

- At the federal level, the Federal Emergency Management Agency (FEMA), under the Department of Homeland Security, is responsible for establishing and coordinating national policies for emergency management. This includes the development of national capabilities to mitigate, prepare for, respond to, and recover from the full range of emergencies, including natural and technological disasters and national security emergencies.
- At the state level, the California Governor's Office of Emergency Services (Cal OES) develops and implements statewide emergency management policies and ensures coordination with federal and local partners.
- At the local level, city emergency management is responsible for implementing these policies, maintaining local emergency operations plans, and coordinating preparedness, response, and recovery activities within the jurisdiction. The City of Brea is responsible for emergency response operations and may commit all available resources to save lives, minimize injury to persons, minimize damage to property, and protect the environment.

- The City of Brea will utilize the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS) in emergency response operations.
- The Director of Emergency Services will coordinate the City's disaster response in conformance with its Emergency Services Ordinance.
- The City of Brea will participate in the Orange County Operational Area.
- The resources of the City of Brea may be made available to local agencies and citizens to cope with disasters affecting this area.
- The City will commit its resources to a reasonable degree before requesting mutual aid assistance.
- Mutual aid assistance will be requested when disaster relief requirements exceed the City's ability to meet them.
- Management of all departments and agencies are aware of the existence of this EOP and the parts that are most relevant to their responsibilities.
- Appropriate City staff and other stakeholders should be properly trained on this EOP, assigned emergency roles and responsibilities, and should participate in drills, and exercises
- All local activities will be carried out in accordance with federal nondiscrimination laws. It is the City's policy that no service will be denied on the basis of race, religion, national origin, age, sex, marital status, veteran status, sexual orientation of the presence of any sensory, mental or physical disability.

CHAPTER 2 - OVERVIEW OF COMMUNITY PROFILE AND HAZARD ANALYSIS

2.1 COMMUNITY PROFILE

The City of Brea was incorporated in 1917 and operates under the Council/Manager form of government. In the early years, an oil boom brought people and jobs in to the area, forming the Brea community around a common interest. The town grew steadily through the years following its incorporation until development of the Orange (57) Freeway in the 1970's initiated an incredible period of growth starting with the Brea Mall. Since then, Brea has become host to several retail and entertainment centers, industrial parks, restaurants and commercial complexes, including several corporate headquarters. Expansion of housing has also been evident including homes, apartments, senior facilities and designated low- income properties.

Today, the City of Brea is 12.43 square miles with a residential population of 46,912 and daytime population of approximately 120,000. Of the nearly 47,000 residents, 11.6% are under the age of 10 and 15.5% are over the age of 65.

Brea is committed to maintaining its strong commercial and industrial base and has positioned itself as a regional retail center. The diversified business sector includes manufacturing, service industries, retail and distribution outlets, as well as professional corporations. Delivery, employee and customer vehicles traveling on Brea roadways pose a variety of challenges. Traffic congestion consistently ranks in the top three concerns of

Brea residents, and hazardous materials issues are a natural result of this high traffic flow.

Brea is a full-service city with its own Police, Fire, and Public Works Departments. The provision of quality public safety services is the highest priority for the City Council and is reflected in both day-to-day circumstances as well as extraordinary occurrences. Concern for the environment and maintaining quality open spaces is also a priority and is reflected in on-going efforts such as recycling, use of fire and drought tolerant landscaping, and preservation and protection of our open spaces, particularly the Chino Hills State Park area.

Brea occupies a unique topographic and geographic location in the northernmost section of Orange County along the base of the Puente and Chino Hills. It is bordered to the north by Los Angeles County and to the east by San Bernardino County, with the SR-57 freeway and major arterial routes such as Imperial Hwy and Carbon Canyon Road providing easy and direct access to several adjacent communities. While most of the City is built on flat land, the Carbon Canyon area provides hillside areas that visually define and frame the community. Over the next 20 years, growth into these surrounding hillsides will influence Brea which will result in an expansion of land, population and business within the City's sphere of influence.

The forgoing profile for the City of Brea sets the parameters for emergency planning. All of the planning scenarios and priorities set for emergency response are based upon the above information. Planners must take in to consideration not only those who live in the City, but also those who work or traverse the streets of Brea. The highway system and how to bypass normal routes is important information for emergency response planning.

2.2 CITY PROFILE

The City of Brea is located within the Orange County Operational Area, Region I, Southern Administrative Region of State Office of Emergency Services. Brea Municipal Code Ordinance 588 designates the City Manager as the Director of Emergency Services. The Director of Emergency Services has appointed the Assistant City Manager to manage the Emergency Preparedness Program for the City. The Emergency Preparedness Program handles the day-to-day emergency preparedness functions including: planning, training, exercising, fund recovery and public education. This program is staffed and managed by a full time Emergency Preparedness Coordinator.

The City uses the Standardized Emergency Management System (SEMS) to coordinate emergency preparedness and response efforts. All City departments have been trained on the SEMS system, which includes emphasis on the five primary functions: Management, Operations, Planning/Intelligence, Logistics and Finance/Administration. The Emergency Preparedness Program is also responsible for maintenance and training for the City Emergency Operations Center (EOC), located in the Civic & Cultural Center, Level 2. While responsibility for the overall emergency preparedness effort rests in the Management Services Department, each City department is responsible for developing

their own department recall procedures, Standard Operating Procedures (SOP's), and training and exercising their employees to the degree necessary to prepare them to perform their duties as assigned in the Emergency Organization Responsibility Matrix. In addition, the City participates fully in the Orange County Operational Area in disaster preparedness, response, and recovery activities.

The City of Brea recognizes that the planning process must address each hazard that threatens the City. Brea is vulnerable to a wide range of threats. There are three broad categories of hazards: natural, technological or man-made, and national security.

2.3 WHOLE COMMUNITY APPROACH

Brea continues to strive to unify the Whole Community model within our emergency planning. When planning for the Whole Community, Brea's diversities within the city are incorporated into the planning process.

The City of Brea adopts the Orange County Operating Area (OA) definition of people with disabilities and those with access and/or functional needs:

"Populations whose members may have additional needs before, during, and after an incident in functional areas, including but not limited to: maintaining independence and the ability to perform the activities of daily living, communication, transportation, supervision, and medical care. Individuals in need of additional response assistance may include those who have disabilities; who live in institutionalized settings; who are elderly; who are children; who are from diverse cultures; who have limited English proficiency or are non-English speaking; or who are transportation disadvantaged."

The City of Brea is committed to working with our community partners to engage public and private groups, along with government and healthcare organizations to promote coordinated efforts and partnerships ensure that people with disabilities and those with access and/or functional needs are met before, during, and after disasters.

Having recognized the need to be inclusive in its emergency planning, the Orange County Operational Area formed the Orange County Disabilities and Access and Functional Needs Working Group in 2011 to strengthen partnerships with the disability community and others with access and functional needs. This team includes representatives from county agencies, local jurisdictions and nonprofit organizations serving people with disabilities and those with access and/or functional needs in Orange County. This group's instrumental efforts have turned the OA towards more inclusive emergency planning for the Whole Community.

In order to meet the unique needs of children in disasters, the Operational Area formed the Kids in Disasters (KIDS) Working Group as a sub-committee of the Disabilities, Access and Functional Needs Working Group. The mission of the working group is to engage public and private community, government and healthcare organizations and individuals to promote coordinated efforts and partnerships to ensure that infants' and children's needs are met before, during, and after disasters. Integrating children (0-18)

into disaster planning requires special emergency preparedness and planning. Disasters have proven evident that children are vulnerable and require additional support during emergency situations, especially when displaced from their parents or guardians. The physical and psychological damage sustained by children can far outweigh the same effects inflicted on grown members of society, including children with disabilities and access and functional needs. The KIDS Working Group will assist in identifying and supporting community programs that help meet the physical, mental, and emotional needs of children in disasters.

The City adheres to the policy summarized below. In addition, considerations for special needs populations are built into the responsibilities of each member of the EOC organization and are also addressed in supporting SOPs and checklists.

- Disability will not prevent accessibility to services or facilities provided by the City of Brea.
- Brea will not exclude or deny benefits of any sort to special populations or those with disabilities.
- Brea will work to accommodate special populations and those with disabilities in the most integrated setting appropriate to their needs.
- During emergency situations, Brea will make reasonable modifications to policies, practices, and procedures if necessary to avoid discrimination.
- Brea will attempt to house special populations and those with disabilities with their families, friends, and/or neighbors when in mass care shelters and they will not be diverted to special shelters.
- Eligibility for mass care shelters will not be dependent on a personal care attendant.
- Special populations and those with disabilities will never be forced by the City to occupy a specific shelter or take a particular action designed for their benefit.
- During preparedness and mitigation activities, Brea will conduct outreach activities to residents with special needs to ensure they are prepared in times of crisis.

2.4 HAZARD MITIGATION

Hazard mitigation has indicated that the City of Brea is at risk from numerous hazards associated with natural disasters and technological incidents. Many of the hazards which exist in or adjacent to the City of Brea have the potential for causing disasters exceeding any one jurisdiction's capabilities to successfully respond making centralized command and control and the support of the City and its departments' essential functions. The City has developed a Local Hazard Mitigation Plan and will review and update it annually in conjunction with the review of this Emergency Operations Plan (EOP). The following specific threat assessments identify and summarize the hazards with moderate to high potential for severity which could impact the City of Brea.

2.4.1 AIRCRAFT INCIDENT

A major air crash that occurs in a heavily populated residential area can result in considerable loss of life and property. The impact of a disabled aircraft as it strikes the

ground creates the likely potential for multiple explosions, resulting in intense fires. Regardless of where the crash occurs, the resulting explosions and fires have the potential to cause injuries, fatalities and the destruction of property at and adjacent to the impact point. The time of day when the crash occurs may have a profound effect on the number of dead and injured. Damage assessment and disaster relief efforts associated with an air crash incident will require support from other local governments, private organizations, and in certain instances, from the state and federal governments.

It can be expected that few, if any, airline passengers will survive a major air crash. The intense fires, until controlled, will limit search and rescue operations. Police barricades will be needed to block off the affected area. The crowds of onlookers and media personnel will have to be controlled.

Emergency medical care, food and temporary shelter will be required for injured or displaced persons. Many families may be separated, particularly if the crash occurs during working hours. Investigators from the National Transportation and Safety Board and the Orange County Coroner's Office will have short- term jurisdiction over the crash area and investigations will be completed before the area is released for clean-up. The clean-up operation may consist of the removal of large debris, clearing roadways, demolishing unsafe structures, and towing demolished vehicles.

It can be anticipated that the mental health needs of response personnel, survivors, and the surrounding residents will greatly increase due to the trauma associated with such a catastrophe. A coordinated response team of mental health professionals will take a proactive approach toward identifying and addressing mental health needs stemming from any traumatic disaster.

It is impossible to prepare totally, either physically or psychologically, for the aftermath of a major air crash. However, since Southern California has become one of the nation's most overcrowded airspaces, air crash incidents are no longer a probability but a reality. Therefore, air crash incidents must be included among other potential disasters. The airports nearest to Brea which handle the greatest amount of air traffic are as follows:

- **Los Angeles International Airport (LAX)** LAX is the fifth busiest airport in the world and has experienced a four percent air traffic growth rate. Planes arrive and depart at a rate of one per minute.
- **Long Beach Airport (LGB)** LGB is ranked the 12th busiest airport nationally in terms of the air traffic that it handles and is experiencing a 0.5 percent decrease in the rate of traffic. Planes arrive and depart at a rate of 1.5 every two minutes.
- **John Wayne Airport (SNA)** JWA is ranked tenth nationally in terms of the air traffic that it handles and has experienced a growth increase that is expected to continue to increase.
- **Ontario International Airport (ONT)** ONT is ranked 46th busiest airport nationally in terms of the air traffic that it handles and is experiencing a 3 percent growth rate which is projected to continue.

- **Fullerton Airport**- The Fullerton Airport is the only general aviation airport in Orange County. It is located adjacent to Interstate 5 and Highway 91. Aircraft flying in and out of Fullerton Airport are likely to be smaller personal craft than those at other commercial airports nearby. The Fullerton Airport is open 24 hours; the control tower is operational from 0700-2100 hours.

2.4.2 CIVIL UNREST

The spontaneous disruption of normal, orderly conduct and activities in urban areas or a large outbreak of rioting or violence is referred to as civil unrest. Civil Unrest is usually noted by the fact that normal, on–duty police and safety forces cannot adequately deal with the situation until additional resources can be acquired. This is the time that civil unrest can grow to large proportions. Threat to law enforcement and safety personnel can be severe and bold in nature. Securing essential facilities and services is necessary. Looting and fires can take place as a result of perceived or actual non-intervention by authorities.

2.4.3 EARTHQUAKES

Earthquakes are considered a major threat to the City of Brea due to the proximity of several major regional fault zones, notably the San Andreas Fault Zone and the San Joaquin Hills Fault Zones. Brea has two known faults that traverse the City: the Whittier Fault and the Elysian Park Thrust fault. The Whittier fault cuts across the hills and through the eastern half of the City in a northwesterly direction, which is considered active and contains an Alquist Priolo special study zone. The Elysian Park Thrust fault is buried approximately 6 to 10 miles below the surface, representing the greater threat potential of a large-magnitude earthquake. A significant earthquake along one of the major faults could cause substantial casualties, extensive damage, and other threats to life and property. The shaking of the ground can also damage or destroy underground utilities or pipelines, potentially leading to the release of hazardous materials and flooding if water lines are breached. The effects could be aggravated by aftershocks and by secondary effects such as fire, landslides, and dam failure. A major earthquake could be catastrophic in its effect on the population and could exceed the response capability of the local communities and even the State.

Following a major earthquake event, extensive search and rescue operations may be required to assist trapped or injured persons. Emergency medical care, food and temporary shelter would be required for injured or displaced persons. In the event of a truly catastrophic earthquake, identification and burial of the dead would pose difficult problems. Mass evacuation may be essential to save lives, particularly in areas below dams. Many families could be separated, particularly if the earthquake should occur during work hours, and a personal inquiry or locator system would be essential to maintain morale. Emergency operations could be seriously hampered by the loss of communications and damage to transportation routes within, and to and from, the disaster area and by the disruption of public utilities and services.

Extensive federal assistance could be required and could continue for an extended period. Efforts would be required to remove debris and clear roadways, demolish unsafe structures, assist in reestablishing public services and utilities, and provide continuing care and welfare for the affected population, including temporary housing for displaced persons.

In general, the population is less at risk during non-work hours (if at home), since wood-frame structures are relatively less vulnerable than typical commercial and industrial buildings to major structural damage. Transportation problems are intensified if an earthquake occurs during work hours, since significant numbers of Orange County residents commute to work in Los Angeles County. Similarly, a somewhat smaller number of Los Angeles residents commute to work in Orange County.

Additional details on faults in Southern California, and the vulnerability of region, can be found on the Southern California Earthquake Center's website at http://www.scec.org .

2.4.4 DISEASE OUTBREAK (LARGE SCALE)

General Situation

A disease outbreak arises when the incidence of disease within a defined community or geographical area/region during a specified time period (e.g. influenza season) exceeds what would normally be expected. An outbreak may occur with a single case of a disease long absent from a population (e.g. smallpox), an agent (e.g. bacterium or virus) not previously recognized in that community or geographical area, a previously endemic disease for which immunity has decreased due to lack of wild-type circulation and decreased immunization rates, or the emergence of a previously unknown disease within a community. The outbreak may occur in a restricted or specific geographical area, may extend over several countries and continents; may occur naturally, be introduced intentionally (e.g. bioterrorism); and may last for a few days, weeks, or for several years.

Bioterrorism is a significant concern throughout Orange County. The intentional release of smallpox or other highly communicable diseases would tax all available medical resources. Such an incident could cause a significant impact on life, safety, and the economy of Brea.

Specific Situation

Currently the diseases of concern for pandemic/epidemic in Brea and the Orange County area include: COVID-19, Severe Acute Respiratory Syndrome (SARS 2), Measles, Hepatitis A, Pertussis (Whooping Cough) and Influenza.

The global COVID-19 pandemic has spread to 223 countries, areas, or territories with over 100 million cases and millions of deaths reported worldwide. The United States has over 30 million cases and over 500,000 COVID-19 associated deaths. As of April 2023, there have been 717,154 cases reported and 8,090 deaths in Orange County. There were 322,881 cases were reported in 2022.

Widespread illness throughout Brea, the county, and the state not only poses severe health risks, but is a major threat to the human infrastructure that staff critical facilities. It will have severe economic and social consequences

The timeframe for a disease outbreak could range from several months to more than a year. An effective vaccine may take up to six months to develop, produce, and distribute.

2.4.5 FLOODING/DAM/RESERVOIR FAILURE GENERAL SITUATION

Flooding

Flooding occurs when an area becomes inundated with more water than it can drain in a specified period. This can range from a small, confined area, such as a grassy field in a park that floods for a few hours after a rainstorm, to whole city sections, such as streets becoming impassable because of floodwaters. When floods are small, they may only represent a minor inconvenience as some recreational pathways and curb cuts become flooded. These smaller instances of flooding where water collects into a pool of standing water are referred to as “ponding.” On the other hand, larger flood events can hamper a city’s operations. For example, if multiple streets flooded simultaneously, the results could prevent emergency workers from reaching people needing assistance. Flooding also has the destructive potential to damage critical infrastructure. For instance, unprotected electronic equipment can short-circuit if it becomes inundated by floodwaters. This could lead to outages in street lighting, traffic signals, and even city and government computer systems.

Flooding has the potential to occur from multiple sources. In Southern California, the primary cause of flooding is usually heavy rain occurring during the winter storm season. Most precipitation in California arrives either via atmospheric rivers or the El Niño-Southern Oscillation (ENSO) cycle. Atmospheric rivers are channels of moist air located high in the atmosphere. The ENSO cycle is a regional meteorological phenomenon in the southern Pacific Ocean consisting of ocean water and air temperature variations. These variations give rise to two distinct phases: El Niño, the warm and wet phase, and La Niña, the dry and cold phase. When the El Niño phase is active, California will likely receive higher than normal precipitation levels. These higher-than-normal levels of rainfall can quickly overwhelm the capacity of certain sections of land to drain the precipitation before the rainwater begins to pool effectively.

A failure in infrastructure may also cause flooding. For example, a water main or sewage pipeline that bursts could cause flooding if left uncontained for a significant period of time. A more serious infrastructure failure, such as the failure of dams, reservoirs, or levees, could cause extensive flooding.

Dam, reservoir, and levee failure can result from several causes, such as earthquakes, rapidly rising floodwaters, and structural design flaws. These hazards can occur instantaneously or very gradually, depending on the source of the failure. Inundation associated with these events can cause loss of life, damage property, and result in other

impacts, such as displacement of persons residing in the inundation path and loss of critical infrastructure.

The Federal Emergency Management Agency (FEMA) designates which areas in the United States are susceptible to flooding and how likely they are to experience flooding. FEMA uses a complex classification system to categorize the level of risk for each section of land. The two most well-known measures of flood event likelihood are the 100-year flood and 500-year flood zones. These designations do not refer to floods that occur every 100 or 500 years but to the likelihood of occurring yearly. For example, a 100-year flood zone has a 1 in 100—or 1% chance—of occurring in any given year, while a 500-year zone has a 1 in 500—or 0.2% chance—of occurring in any given year. These likelihood measures are combined with each locale's specific geography to produce specific flood "zone" designations.

FEMA also uses Base Flood Elevation (BFE) to determine the minimum depth of the floodwaters during one of these flood events. For example, an area with a three-foot BFE can expect to see a minimum floodwater depth of three feet with potentially additional depth in particularly severe flood events.

FEMA has designated most Brea as lying within Zone "X," generally meaning the City is not in danger of a 500-year flood. The City is at risk of flooding due to surface drainage through the streets and storm drains. The drainage pattern in the City varies, with most runoff conveyed on street surfaces and local storm drain facilities maintained by the Street, Sewer, Storm Drain and Sanitation Division of the Public Works Department through its stormwater management plan, to the regional facilities owned and maintained by the Orange County Flood Control District. The Orange County Flood Control District has constructed and maintains several improved flood control channels within Brea, most notably Brea Creek Channel west of and parallel to Brea Boulevard and the Loftus Channel east of SR-57, below Birch Street. The Brea Creek Channel captures and conveys significant runoff from the hillsides. Any new development that would affect the volume or speed of runoff within the creek's tributary to the Brea Creek Channel would be required to maintain channel capacity and function to protect adjacent and downstream properties. The area upstream from Carbon Canyon Dam is open space specifically designed and intended to accommodate flood waters. Brea has experienced minor flooding on city streets, residential mud run-off, brownouts, repeated closure, and significant damage along Carbon Canyon Road (State Highway 142), which accesses Olinda Village and Chino Hills. This road is particularly prone to problems during heavy rain - if not from the storm directly, then also from resulting mudslides, loose rocks, and car accidents. Ponding events can occur on any flat surface where sufficient drainage is unavailable. These include parking lots, landscaped areas, lawns, or roadways. Since ponding is so small in scale, it is impossible to predict exactly where in the City they will occur or how severe they will be.

Dam Failure

Inundation from the following dams and reservoirs could potentially result in flooding in Brea in the event of failure:

- Carbon Canyon Dam – Carbon Canyon Dam is located near the northern edge of Orange County, California. The dam is on the east end of the city of Brea and approximately 12 miles north of the city of Santa Ana. Carbon Canyon Dam and Reservoir was constructed and is owned and operated by the U.S. Army Corps of Engineers, Los Angeles District (LAD). Construction of this dam started in April 1959. It was completed on May 9, 1961, under the authority of the Flood Control Act of 1936, based on the July 29, 1935 report of the Orange County Flood Control District (OCFCD) in connection with an application for a grant under the Federal Emergency Relief Appropriation Act of 1935. Its primary purpose is for flood control in and around the drainage basin. In conjunction with Brea and Fullerton Dams, Carbon Canyon Dam is vital for the flood protection of portions of the coastal plains in Orange County, including the cities of Brea, Fullerton, Placentia, and Anaheim. Currently, no facilities exist for hydroelectric power generation at Carbon Canyon Dam, nor are any contemplated. LAD is responsible for operating and maintaining the dam, reservoir, and outlet works. LAD is also responsible for developing the flood control regulation plan for Carbon Canyon Dam and Reservoir and the dam's operation.
- Orange County Reservoir - Used for water storage, is owned by the cities of Brea (40%), La Habra (20%), and Fullerton (40%) and is operated by the Metropolitan Water District. The reservoir covers 7 acres and has a capacity of 217 acre-feet. Like Carbon Canyon Dam, this dam receives periodic inspections. Should the dam fail, the flood inundation path would largely affect residential properties.

There are also five reservoir tanks located in the hills above the city. These reservoirs contain a total of 67.3 million gallons of water, which is for domestic use by the residents of the city. According to the City of Brea 2021 Safety Element, all these reservoirs except the Valencia reservoir were built to meet all current seismic hazard codes and standards.

2.4.6 HAZARDOUS MATERIALS

The City of Brea faces the potential for incidents from the stationary hazardous materials users, as well as transportation accidents, pipeline ruptures, and illegal dumping. The significance of the effects on the environment, property, or human health is dependent on the type, location, and quantity of hazardous material released. Brea's level of exposure to hazardous materials can be understood by examining the city's type of businesses, commercial traffic routes, and highways.

Division 20, Chapter 6.95, Section 25500 et seq., California Health and Safety Code, and Title 19, California Code of Regulations, describe the State of California Hazardous Material Emergency Planning and Community Right-to-Know program.

The ongoing use, production, and transportation of hazardous materials in and through the city pose constant and real threats to the safety of the community. An accidental release of hazardous substances into the urban environment has the potential to cause localized or widespread impacts.

In recognition of the dangers associated with keeping hazardous substances in urbanized areas, the State legislature has enacted several laws regulating the use and transport of identified hazardous materials. In particular, Chapter 6.95 of the Health and Safety Code requires all businesses using these materials to inform local government agencies of the types and quantities of materials stored on site. This disclosure enables emergency response agencies to respond quickly and appropriately to accidents involving dangerous substances.

Accidents, which result in chemical clouds or release of hazardous materials into public water or sewer systems, may affect outlying neighborhoods or the community at large. Depending upon the scale of the accident, large segments of the residential and business populations may need to be evacuated quickly for extended periods of time. Effective emergency planning with regard to hazardous materials, therefore, requires the concentrated efforts of the City Fire and Police Departments, as well as other public safety officials and private organizations, such as the Red Cross.

The City will continue to use zoning and other land use regulation techniques to separate sensitive land areas, such as residences and schools, from potentially harmful industrial and commercial areas.

In the event of a hazardous material incident in the City of Brea, Brea Fire will act as the lead agency within the City limits, and will provide an incident commander. The Brea Police Department and the Public Works Department will provide support. The Anaheim Fire and Rescue Hazardous Material Response Team will be notified and requested to respond, via Fire Dispatch. Generally, response at the City level will include containment, situation analysis, appropriate mitigation, decontamination, and possibly, evacuation of the threatened population.

Substances that might be encountered in a hazardous material incident include, but are not necessarily limited to, the following:

- Flammable gases
- Flammable liquids
- Nonflammable gases
- Corrosives
- Poisons, Class A & B
- Flammable solids
- Oxidizers
- Organic peroxides
- Poison gases
- Radioactive materials
- Etiologic agents

Detailed response procedures are contained in the departmental standard operating procedures (SOPs) of Brea Fire and the Orange County Fire Service's Hazardous Materials Emergency Response Plan. The following agencies maintain Hazardous Materials Response Teams within Orange County and are available for response:

Anaheim Fire and Rescue
Huntington Beach Fire Department
Orange County Fire Authority

Hazardous Materials Sites & Contacts within the City

Fire and life safety inspection records are located in the Fire Administration office. All businesses and facilities are inspected annually for compliance. All hazardous material business plans are held by Orange County Health Care Agency as part of the CUPA plan. A Geographical Information System (GIS) identifies all hazardous material locations and the types of chemicals stored within each facility.

2.4.7 POWER OUTAGE

An energy/power failure is an event that occurs within an electric power system when the total real or reactive power of the power plants in the system is insufficient to supply all consumers with electric power of the required quality. These events are considered a lifeline system failure. These failures or outages can be the primary hazard, or these events can directly result from another hazard, such as an earthquake, extreme weather event, or flood. These failures can also be in conjunction with other lifeline system failures such as natural gas, communication, drinking water, wastewater disposal, or transportation. Power failure can exacerbate and or create detrimental effects on these various operational and lifeline systems. For this hazard profile discussion, energy/power failure incidents are the primary hazard of concern; however, power failure associated with other hazard events is a concern for many hazards.

Generally, these power failure events are the direct result of events beyond the control of the City. These events often occur during a time of extreme demand/need for power, such as an extreme heatwave that creates an enormous strain on the power grid as residents try to stay cool. Most of these energy outages are short-term but can last for weeks if the situation is dire. There are three (3) types of power/energy failures or outages; each of them is categorized based on duration and the actual effect of the failure/outage event:

- *Permanent* - a massive loss of power typically caused by a fault on a powerline; however, power is restored automatically once the fault has been cleared.
- *Brownout* - a sag (or drop) in voltage in an electrical power supply. They can cause equipment or various operational systems to perform poorly.
- *Blackout* - a total loss of power in an area; the worst form of a power outage. Blackouts can last from a few minutes to multiple weeks, depending on the nature of the causing event and the configuration of the actual electric network.

Another reason for power outages is a Public Safety Power Shutoff by Southern California Edison. A Public Safety Power Shutoff (PSPS) is an operational practice that SCE may use to preemptively shut off power in high fire risk areas to reduce fire risk during extreme and potentially dangerous weather conditions. These conditions would typically involve weather conditions such as relatively low humidity, strong winds, and hot temperatures in combination with dry fuels.

In advance of PSPS events, SCE will inform local governments about the PSPS protocol, including the location of circuits in their jurisdictions that may be shut off during an event. Notification is provided to residents 48 hours before the potential PSPS event, with follow-up notification occurring 24 hours before the power is shut off. Communication notifications will be made throughout the outage when power has been shut off and then finally again when it is restored. However, as extreme weather can be unpredictable, sometimes advance notification and coordination do not conform to this protocol. Notification may occur by phone call, text, the SCE.com website, email, and/or social media accounts.

2.4.8 TERRORISM

Terrorism is the use or threat of force to achieve a particular social or political outcome. The goals of terrorism may sometimes be the overturning of a government, the reversal of a public policy, the release of political prisoners, and other such motives. Acts of terror may overlap with acts of war or hate crimes. Generally, terrorism involves an attempt to kill or seriously harm people or disrupt civil society by destroying property or infrastructure, attacking government operations at all levels, interrupting essential public services, creating chaos, or a combination of some or all these goals. Firearms and explosives are the most common weapons used among terrorists. In extreme situations, terrorists may gain access to weapons of mass destruction, including bioweapons, chemical agents, radioactive materials, or high-yield explosives. It should be noted that these events are very rare. While incidents of terror caused by foreign individuals or groups receive significant media and public attention, most acts of terror in the United States have been caused by domestic terrorists.

A mass casualty incident describes an incident within the United States in which emergency medical services resources, such as personnel and equipment, are overwhelmed by the number and severity of casualties. The more commonly recognized events of this type include building collapses, train and bus collisions, plane crashes, earthquakes, and other large-scale emergencies. Terrorism, mass transportation accidents, or natural disasters generally cause the most common types.

Mass Casualty Incidents can occur anywhere, although public spaces and locations where many people congregate (parks, schools, places of worship, government facilities, shopping centers, and public gathering areas) are most common. Key locations in Brea may be large shopping and entertainment centers (i.e., Brea Mall, Brea Downtown), governmental facilities (i.e., Civic Center), schools, medical facilities, and parks (i.e., Carbon Canyon Regional Park).

Acts of terrorism may be located at the locations listed above; however, the perpetrators may also choose high-value targets such as electric substations, water treatment plants, levees or reservoirs, airports, highways, and other facilities that could impact governmental services. Mass Casualty Incidents and acts of terrorism are typically measured by the fatalities, injuries, and destruction they cause, but no universal scale is used to measure these events.

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2.4.9 SEVERE WEATHER

Windstorms and severe weather pose a risk to life and property in the region by creating conditions that disrupt essential systems such as public utilities, telecommunications, and transportation routes. High winds can and do occasionally cause tornado-like damage to local homes and businesses. Severe windstorms can present a very destabilizing effect on the dry brush that covers local hillsides and urban-wildland interface areas. High winds can have destructive impacts, especially on trees, power lines, and other utility services. In Brea, severe weather patterns, such as Santa Ana Wind conditions, are recognized hazards.

Wind is simply the movement of air caused by differences in atmospheric temperature. High-pressure air will naturally move to areas of low pressure.

Usually, the distance between these high and low-pressure zones is far; however, these low and high-pressure zones may occasionally be near one another. When this happens, air will flow dramatically, creating high-speed winds.

In Southern California, the most common type of windstorm event is called the Santa Ana winds. During the fall and winter months, high pressure over Nevada and Utah forces air currents down from the high desert toward the ocean. As the winds descend, they heat up and increase in speed, sometimes carrying particulate matter and aggravating the respiratory health of those with allergies. The entirety of the City can be affected by windstorms. Usually, they cause minimal damage; however, severe storms can cause massive damage to the City and personal property. Brea is often affected by Santa Ana winds blowing through the San Joaquin Hills. Santa Ana winds are a leading cause of wildfires in California.

The impact of the Santa Ana Winds can cause property damage to homes, public facilities, utilities, and other infrastructure. They can also uproot or topple mature trees or pick up debris and send it careening through the air. This debris can injure or even kill bystanders who may find themselves stranded outside. High-speed winds can deposit this debris in the middle of rights-of-way, such as roads, freeways, and railways, blocking exit routes for would-be evacuees or impeding access to first responders trying to reach wounded people.

2.4.10 URBAN AND WILDLAND FIRES

Urban Fires

An urban fire is a fire that causes damage to buildings or infrastructure in an urbanized area. In some minor situations, the fire prompts the evacuation of the building's occupants, and the fire is contained within a short amount of time by firefighting teams or the building's fire suppression systems. In severe cases, the fire leads to the complete destruction of the building and can spread to other surrounding properties. Common causes of urban fires include stoves that are accidentally left on, short-circuited electrical equipment, or mishandling of household tools. Breaches in gas pipelines may cause larger urban fires, large transportation accidents, or downed electrical transmission wires. Arsonists may intentionally start fires.

Wildland/Urban Interface Fires

Wildfires are not measured on a specific scale and are usually classified by size (e.g., acres burned) or impact (buildings destroyed or damaged, injuries or deaths, cost of damage, etc.). The California Department of Forestry and Fire Protection (Cal Fire) defines the wildfire hazard zones on a three-tier scale of fire hazard severity zones (FHSZs): very high, high, and moderate. These zone classifications do not correspond to a specific risk or intensity of fire but are qualitative terms that consider many factors. Fire-prone areas are also classified by the agency responsible for fire protection. Federal Responsibility Area (FRA) falls to federal agencies such as the US Forest Service, the Bureau of Land Management, and the National Park Service. State Responsibilities Area (SRA), which includes unincorporated land within counties with statewide watershed value, falls to the Cal Fire. Local Responsibility Area (LRA), which includes portions of incorporated cities with identified wildfire hazard zones, falls to local governments.

Due to the topography in and around Carbon Canyon (including neighboring Chino Hills State Park), Brea is in an area susceptible to wildfires, and portions of the community are within the wildland-urban interface (WUI). The WUI is the zone of transition between the wilderness and human-developed lands. Wildfires present a significant threat to the city and the county in or near the WUI, as it has relatively high temperatures, low humidity, and low precipitation during the summer. The fall brings with it the Santa Ana winds, which exacerbate the area's already dry conditions, increasing the foothills and canyons' susceptibility to wildfire. Fire threat assessment and Geographic Information System (GIS) mapping for Brea identifies the WUI as the area within the city with the highest fire risk. Residential and commercial encroachment into the Wildland/Urban Interface (WUI) has increased the potential for disastrous fires in the city's hill and canyon area.

The City of Brea Municipal Code identifies properties that are designated as "Very High" or "High" Fire Hazard Severity Zones. Very High and High Fire Hazard Severity Zones include the northern most end of the city limits across the entirety of the city, west to east.

The current structural fire risk (the risk of a fire occurring within a structure) in the hill and canyon area is estimated to be a low probability/moderate consequence event. This means that relatively few fires occur in well-maintained communities with mostly owner-occupied homes that have relatively few occupants compared to the size of the structure. When a fire does occur, it is usually confined to one room (kitchen or bedroom) and does not spread beyond the structure of origin.

California experiences large, destructive wildland fires almost every year and Brea is no exception. Wildland fires have frequently occurred within the county, particularly in the fall, and range from small, localized fires to disastrous fires covering thousands of acres.

Other factors contributing to the severity of fires include weather and winds. The timing of Santa Ana Winds often overlaps with the fire season, which is typically from June to the first significant rain in November. Such “fire weather” is typically characterized by several days of hot dry weather and high winds, resulting in low fuel moisture in vegetation.

A variety of fire protection challenges exist within the City of Brea. The City is comprised of residential areas and high-density residential areas, industrial complexes, and several large shopping centers. Additionally, there are several thousand acres of wildland and wildland/urban interface areas. There are a number of natural conditions that might increase the possibility of wildland fires. Three such conditions are weather, topography, and the fuel type and condition of wildland vegetation.

Weather elements have many complex and important effects on fire intensity and behavior. Wind is of primary importance; as wind increases in velocity, the rate of fire spread also increases. Relative humidity (i.e., relative dryness of the air) also has a direct effect: the drier the air, the drier the vegetation and the more likely the vegetation will ignite and burn. Precipitation (its annual total, seasonal distribution and storm intensity) further affects the moisture content of dead and living vegetation, which influences fire ignition and behavior.

Many wildland fires have been associated with adverse weather conditions. In the Freeway Complex Fire in 2008, 215 homes and 123 vehicles were destroyed, an additional 161 structures damaged and over 28,000 acres burned. The Santa Ana Winds during the time of this fire were approximately 50-55 mph, making the fire difficult to contain.

2.4.11 GEOLOGIC HAZARDS (LANDSLIDE/SOIL EROSION)

Landslides occur when slopes become destabilized, typically after heavy rains. If precipitation saturates soils, they can become unstable, or landslides can occur when significant erosion from rainfall destabilizes the ground. Slopes that have recently burned face a greater risk from rain induced landslides, as the loss of vegetation can destabilize the earth. Earthquakes may also be a source of landslides as the shaking can destabilize steep hillsides covered in loose soils and weak rock layers.

Landslides can be broken down into two categories: (1) rapidly moving (generally known as debris flows), and (2) slow moving. Rapidly moving landslides or debris flows present the greatest risk to human life, and people living in or traveling through areas prone to rapidly moving landslides are at increased risk of serious injury. Slow-moving landslides can cause significant property damage but are less likely to result in serious human injuries.

Soil erosion is a gradual process of movement and transport of the upper layer of soil (topsoil) by different agents – particularly water, wind, and mass movement – causing its deterioration in the long term. Soil erosion is a complex process that depends on soil properties, ground slope, vegetation, and rainfall amount and intensity. The agents of soil erosion are the same as those of all types of erosion: water, wind, ice, or gravity. Running water is the leading cause of soil erosion because water is abundant and has a lot of power. Wind is also a leading cause of soil erosion because wind can pick up soil and blow it far away. Activities that remove vegetation (such as farming, grazing, logging, mining, recreation activities, and construction), disturb the ground, or allow the ground to dry are activities that increase erosion.

Identifying hazardous locations is an essential step toward implementing more informed mitigation activities. The city's foothill areas, as well as the structures and people in these areas, are vulnerable to slope instability. According to the study performed in 2004 by the United States Geological Survey (USGS) and the California Geological Survey (CGS), slope instability is a concern in the Santa Ana Quadrangle, which encompasses the City of Brea. Slope stability hazards in the city correspond primarily to the city's sloped and undeveloped areas, as grading activities and soil remediation techniques have been used to mitigate these hazards before development.

Landsliding and the accompanying debris/mud flows are the dominant geologic hazard risk in the City of Brea. The city's hilly and canyon-like topography lends itself to landslide susceptibility. In addition, factors that contribute to slope instability and landslides include rainfall and earthquakes. Debris flows can occur rapidly and without warning during periods of exceptionally high rainfall. Rockfall and mudflow hazards are more likely to occur, especially along Carbon Canyon Road and Brea Canyon.

Erosion conditions exist in all the same areas in the City where landslide susceptibility is present. This is especially a concern in the City's Brea Canyon and Carbon Canyon areas.

2.5 MITIGATION OVERVIEW

Mitigation efforts occur both before and after emergencies or disasters. Post-disaster mitigation is actually part of the recovery process. This includes eliminating or reducing the impact of hazards that exist within the City of Brea.

Mitigation efforts include, but are not limited to:

- Amending local ordinances and statutes, such as zoning ordinances, building codes, and other enforcement codes.

- Initiating structural retrofitting measures
- Assessing tax levies or abatements
- Emphasizing public education and awareness
- Assessing and altering land use planning

***Refer to the Local Hazard Mitigation Plan for further information on mitigation.**

CHAPTER 3 – RESPONSE STRUCTURE FUNDAMENTALS

3.1 GOALS OF EMERGENCY MANAGEMENT

The goals of emergency management are to:

- Provide effective life safety measures, reduce property loss, and protect the environment.
- Provide for the rapid resumption of impacted businesses and community services.
- Provide accurate documentation and records required for cost recovery efforts

3.2 PHASES OF EMERGENCY MANAGEMENT

This EOP addresses the spectrum of response contingencies, ranging from relatively minor incidents to large-scale disasters. Some emergencies will be preceded by a buildup or warning period, providing sufficient time to warn the public and implement mitigation measures designed to reduce loss of life, property damage, and effects on the environment. Other emergencies occur with little or no advance warning, thus requiring immediate activation of the EOP and efficient and coordinated mobilization and deployment of resources. All departments and agencies of the City must be prepared to promptly and effectively respond to any emergency and take all appropriate actions, including requesting and providing mutual aid.

Emergency management activities during peacetime and emergencies are often associated with the Federal Emergency Management Agency (FEMA)'s mission areas and phases of emergency management. FEMA defined phases and Mission areas as:

Mission Areas	**Phases of**
Prevention	Preparedness
Preparedness	Response Phase
Response Phase	Recovery Phase
Recovery Phase	Mitigation Phase
Mitigation Phase	

Prevention Phase

The prevention phase includes activities taken in advance that reduces or eliminates the potential for an emergency.

Preparedness Phase

The preparedness phase includes activities taken in advance of an emergency to develop, support and enhance operational capabilities, to facilitate an effective and efficient response and recovery from an emergency situation.

Response Phase

The response phase includes any action taken before, during or after an emergency situation to reduce casualties, save lives, minimize damage to property and enhance the effectiveness and speed of recovery.

Recovery Phase

The recovery phase of an emergency includes any short-term activity that will return vital life support systems and critical infrastructure to minimum operating standards and in the long- term, any activity designed to return life to normal or to an improved state.

Mitigation Phase

The mitigation phase includes activities taken to eliminate or reduce the risk to human life and property from natural, technological and human caused hazards.

3.3 SEMS AND NIMS OVERVIEW

SEMS and NIMS are based on the Incident Command System (ICS), which was adapted from the system originally developed by the Firefighting Resources of California Organized for Potential Emergencies (FIRESCOPE) program. The City of Brea will comply with SEMS and NIMS in order to be eligible for state and federal funding and to ensure the ability to coordinate amongst responding agencies in Brea and from mutual aid providers. Brea will:

- Use SEMS/NIMS when an emergency is declared or proclaimed, or the EOC is activated.
- Establish coordination and communications with the Incident Commander(s), either through Department Operating Centers (DOCs) to the EOC, or directly to the EOC, when activated.
- Use existing mutual aid systems for coordinating fire and rescue, law enforcement, public works, and medical/health resources.
- Use multi-agency or inter-agency coordination to facilitate decisions for overall local government emergency response activities.

SEMS, NIMS and ICS will be used in all Brea emergency operations. SEMS is the system required by California Government Code Section 8607(a) for managing response to multi-agency and multi-jurisdiction emergencies in California. SEMS has been adopted by the City for managing response to multi-agency and multi-jurisdiction emergencies and to facilitate communications and coordination between all levels of the system and amongst all responding agencies. Chapter 1 of Division 2 of Title 19 of the California Code of

Regulations establishes the standard response structure and basic protocols to be used in emergency response and recovery.

Similarly, NIMS provides a consistent nationwide template to enable all government, private sector, and non-governmental organizations to work together during domestic incidents. The intent of NIMS is to be applicable to all domestic incidents and improve coordination and cooperation between public and private entities during such incidents. The six key components of NIMS are: command/management, preparedness, resource management, communications and information, supporting technologies, and ongoing management and maintenance.

3.3.1 FIVE SEMS ORGANIZATIONAL LEVELS

When fully activated, the SEMS consists of five levels: field response, local government, operational area (countywide), Cal OES Mutual Aid Regions, and state government. For the City of Brea, those levels are assigned as follows:

Field:	Brea Field Command
Local:	City Emergency Operations Center
Operational Area:	Orange County OA EOC
Region:	Region I REOC
State:	State Operations Center

Field Response Level

The field response level is where emergency response personnel and resources, under the command of an appropriate authority, carry out tactical decisions and activities in direct response to an incident or threat. SEMS regulations require the use of the ICS at the field response level. Field response may include establishing a Department Operations Center (DOC) to serve as a coordination point for agency resources and facilities during major incidents and planned events. DOCs consolidate department-level updates and forward them to the EOC to support situational awareness, resource tracking, and coordinated response. The ICS field functions to be used for emergency management include Command, Operations, Planning/Intelligence, Logistics, and Finance/ Administration.

Local Government Level

Local governments include cities, counties, and special districts. Local governments manage and coordinate the overall emergency response and recovery activities within their jurisdiction and amongst their field responders. Local governments are required to use SEMS when their EOC is activated or a local emergency is proclaimed in order to be eligible for state funding of response-related personnel costs. In SEMS, the local government emergency management organization and its relationship to the field response level may vary depending upon factors related to geographical size, population, function, and complexity. Local jurisdictions are also responsible for the overall direction

of personnel and equipment provided for emergency operations through mutual aid (Government Code Section 8618).

Local governmental levels shall provide the following functions: Management, Operations, Planning/Intelligence, Logistics, and Finance/Administration. Additional details relative to the organization and responsibilities of the SEMS elements in the City EOC are provided in Chapter 4, EOC Concept of Operations, as well as the position checklists and procedures in Part II of this EOP.

Operational Area Level

Section 8605 of the California Emergency Services Act designates each county area as an Operational Area (OA). California is comprised of 58 OAs – one for each geographic county. The OA is the intermediate level of the state's emergency services organization, and is made up of the county government, local (city) governments and special districts, which are located within the county area.

During a State of Emergency, a State of War Emergency, or a Local Emergency, OAs are used to coordinate resources, priorities, and information, and serve as a coordination/communication link to the State Mutual Aid System. As of December 1, 1996, per SB 1841, the utilization of the OA during emergencies is mandatory for local governments who wish to receive financial reimbursement for personnel-related response costs. There are 115 signatories to the Orange County OA Agreement. The OA is responsible for:

- Coordinating information, resources, and priorities amongst local governments within the operational area.
- Coordinating information, resources, and priorities between the regional level (Cal OES responsibility) and the local government level.
- Using multi-agency or inter-agency coordination to facilitate decisions for overall OA level emergency response activities.

SEMS regulations specify that the County Board of Supervisors is responsible for the establishment of an OA. The Orange County Sheriff-Coroner Department is the lead agency for the Orange County OA. All local governments should cooperate in organizing an effective Operational Area, but the Operational Area's authority and responsibility are not affected by the nonparticipation of any local government.

Activation of the OA EOC during a State of Emergency or a Local Emergency is required by SEMS regulations under the following conditions:

- A local government within the operational area has activated its EOC and requested activation of the operational area EOC to support their emergency operations.
- Two or more cities within the operational area have activated their EOCs.
- The county and/or one or more cities have proclaimed a local emergency.

- A city, city and county, or county has requested a governor's proclamation of a State of Emergency, as defined in the Government Code Section 8558(b).
- A State of Emergency is proclaimed by the governor for the county or two or more cities within the Operational Area.
- The Operational Area is requesting resources from outside its boundaries. This does not include resources used in normal, day-to-day operations that are obtained through existing mutual aid agreements.
- The Operational Area has received resource requests from outside its boundaries. This does not include resources used in normal, day-to-day operations that are obtained through existing mutual aid agreements.

If the Orange County OA EOC is activated, a Director of Emergency Services or Operational Area Coordinator will be appointed depending on the type of hazard and will have the overall responsibility for coordinating resources on behalf of OA members and supporting emergency operations within the county. The Orange County EOC located at Loma Ridge fulfills the role of the OA EOC.

Brea signed the Orange County Operational Area Agreement in 1999, agreeing to participate in the OA and to support the Orange County Emergency Management Division operations at Loma Ridge.

Regional Level

Because of its size and geography, California has been divided into six mutual aid regions. The purpose of a mutual aid region is to provide for more effective application and coordination of mutual aid and other emergency-related activities. Orange County and Brea City are part of Region I for both law enforcement and fire and rescue mutual aid systems.

The California Governor's Office of Emergency Services (Cal OES) has also established three Administrative Regions (Coastal, Inland, and Southern). These Administrative Regions are the means by which state Cal OES maintain day-to-day contact with emergency services organizations at local and county levels and within the private sector.

Orange County including Brea is in the Southern Administrative Region. In SEMS, the regional level manages and coordinates information and resources among operational areas within the mutual aid region and also between the operational areas and the state level. The regional level also coordinates overall state agency support for emergency response activities within the region.

State Level

The state level of SEMS manages state resources in response to the emergency needs of other levels, and coordinates mutual aid among the mutual aid regions and between the regional level and state level. The state level also serves as the coordination and communication link between the state and the federal disaster response system, including

linking to other states through the Emergency Management Assistance Compact (EMAC).

Federal Level

Beyond SEMS and using NIMS, the President has assigned emergency preparedness and operating responsibilities to certain federal agencies. Overall responsibility is assigned to the Federal Emergency Management Agency (FEMA). Other federal agency assignments are based on their regular functions and capabilities and are detailed in the National Response Framework (NRF). Federal emergency management includes the administration of natural disaster relief programs for incidents requiring federal assistance.

Initial requests for federal assistance will be made to and coordinated with the FEMA Region IX, Regional Response Coordination Center (RRCC) by the Cal OES State Operations Center (SOC), unless other more specific procedures are agreed upon and contained in mutually approved contingency plans.

Other Federal interactions with the Operational Areas and OA Members may include the:

- Environmental Protection Agency during hazardous materials incidents
- U.S. Coast Guard on oil spills
- FBI in law enforcement operations
- Forest Service during wildfires
- Health and Human Services in public health emergencies

3.4 SEMS/NIMS FUNCTIONS AND CONCEPTS

SEMS/NIMS require five functions: Management, Operations, Planning/Intelligence, Logistics, and Finance/Administration. The term command is used in the field and management is used in multiagency coordination centers (e.g., EOCs). These functions are the basis for structuring the Brea EOC organization:

Management: Responsible for overall emergency policy and coordination through the joint efforts of governmental agencies and private organizations.

Operations: Responsible for coordinating all jurisdictional tactical operations in support of the emergency response through implementation of the applicable Incident Action Plan (e.g., EOC, Field, etc.).

Planning/Intel: Responsible for collecting, evaluating, and disseminating information; developing the Incident Action Plans (e.g., field, EOC, etc.) and After-Action Reports in coordination with other functions; and maintaining documentation.

Logistics: Responsible for providing facilities, services, personnel, equipment, and materials.

Finance/Admin: Responsible for financial activities and other administrative aspects.

3.5 PUBLIC NOTIFICATIONS AND ALERTS

Methods of warning the public of specific emergency conditions are described below. These systems may also be primary ways that state and local governments become aware of emergency information. All public notifications and alerts issued by the City of Brea will be coordinated in accordance with the City's Public Information Officer.

Public communications such as emergency information, warnings, and actions for an event will be broadcasted to the public by any one of the following methods:

- Emergency Alert System (EAS)
- Wireless Emergency Alert (WEA)
- Integrated Public Alert and Warning System (IPAWS)
- AlertOC
- Social Media/Website
- Media-releases – Though the City PIO office

All public notifications and alerts made by the City of Brea will be in coordination with the incident's Public Information Officer along with coordination for people with DAFNs. Considerations will be made toward language barriers when developing warning messages and updates for the public. Media release should be given in several languages that are appropriate for the impacted population. The Public Information Officer will need to work with media outlets to ensure that closed captioning will be used to ensure that the hearing impaired are notified of events, along with using American Sign Language during press conferences.

Integrated Public Alert and Warning System (IPAWS)

IPAWS is an internet-based alert and warning gateway operated by FEMA. Organizations with a responsibility for alerting the public may request approval to send alerts to IPAWS when authorized to do so under their state or local EAS plan. To use IPAWS a jurisdiction must acquire software from a third-party vendor, file a Memorandum of Agreement (MOA) with FEMA and submit a request for Public Alerting Authority to Cal OES. Upon approval, jurisdictions will receive a Collaborative Operating Group (COG) identification number and an electronic security certificate which will allow their software to connect to the IPAWS gateway.

IPAWS messages are geographically targeted to a specific county and are electronically transmitted over the internet to the requesting alerting system. Jurisdictions can use their connection to IPAWS to route alerts in the EAS and Wireless Emergency Alert (WEA) system.

Orange County Operational Area has been approved and has the authority to implement EAS and WEA for alerting the public.

Emergency Alert System (EAS)

The Emergency Alert System (EAS) is designed for the broadcast media to disseminate emergency public information. This system enables the President, and federal, state and local governments to communicate with the general public through commercial broadcast stations.

This system uses the facilities and personnel of the broadcast industry on a volunteer basis. EAS is operated by the broadcast industry according to established and approved EAS plans, standard operating procedures and within the rules and regulations of the Federal Communications Commission (FCC). FCC rules and regulations require all participating stations with an EAS operating area to broadcast a common program. Each broadcast station volunteers to participate in EAS and agrees to comply with established rules and regulations of the FCC.

The FCC has established committees of broadcast industry personnel at each governmental level to develop EAS plans. These include:

Federal: The EAS Advisory Committee
State: State Emergency Communications Committee
Local: Operational Area Emergency Communications

EAS can be accessed at federal, state, and local levels to transmit essential information to the public. Message priorities under Part 73.922(a) of the FCC's rules are as follows:

Priority 1: Presidential Messages (carried live)
Priority 2: Operational (Local) Area Programming
Priority 3: State Programming
Priority 4: National Programming and News

Presidential messages, national programming, and news will be routed over established network facilities of the broadcast industry. State programming will originate from the state operations center and will be transmitted through the state using the state's California Law Enforcement Radio System (CLERS) Very High Frequency/Ultra High Frequency (VHF/UHF) radio relay stations.

Emergency information at the local/OA level is broadcasted directly through the South Coast Air Quality Management District (SCAQMD) transmitters (primarily used for broadcasting smog alerts) to all broadcasters in Orange County simultaneously and also to others who by law must monitor this frequency (school districts and businesses with more than 100 employees). A decoder is also available to alert such organizations that

an emergency broadcast is about to be transmitted to eliminate the need for constant monitoring of the frequency.

Examples of emergencies identified by the Orange County OA which may warrant EAS activation by the broadcast industry include earthquake, serious fires, heavy rains and flooding, widespread power failures, severe industrial accidents, and hazardous material accidents. The context of any emergency broadcast transmitted on EAS should be of concern to a significant segment of the population of Orange County. The message must be a voice message, it may be prerecorded and it must originate from the Sheriff's Communications Center.

EAS activation can be authorized by any one of the following parties:

- Sheriff of Orange County or designee
- Chairman of the Orange County Board of Supervisors or designee
- Mayor of the City of Brea or designee
- Chief of Police or Fire Chief of the City of Brea or designee, authorized public official of the incorporated cities of Orange County
- Authorized representative of the National Oceanic and Atmosphere Administration (NOAA)

The Sheriff of Orange County, while not the originator of the EAS material, is responsible for the content and authenticity of the information broadcast over the local EAS. Local broadcast stations have the right to edit or use any or all of an EAS broadcast. Any jurisdiction may make separate programming arrangements with any broadcast station independent of the EAS.

National Weather Service (NWS)

The National Weather Service transmits continuous weather information on 162.40, 162.475, and 162.55 MHz frequencies. Weather Service severe weather broadcasts are preceded with a 1,050 MHz tone that activates weather monitor receivers equipped with decoders. The Weather Service can also access NAWAS to announce severe weather information.

Local Notification Systems

Cable Television

Municipal Cable Channel "3" is the local government channel that will be used to provide the public with alerts and notification of various disaster situations in and around Brea.

Alert OC

AlertOC is a mass emergency notification system designed to keep Orange County residents and businesses informed of emergencies. AlertOC, broadcasts time-sensitive voice messages from the County or City home, cell or business phones. Text messages may also be sent to cell phones, e-mail accounts and hearing-impaired receiving devices.

Communication facilities will be continuously staffed during emergencies, either by volunteers or city staff. The EOC Logistics Section is responsible for communications.

Telephones

The EOC has 11 phones. Repair of the City's system is the City's responsibility. There is also a conference call phone available for communications, which should be requested through the Logistics Section/Communication Unit.

Cellular Phones

Some personnel are provided with City-issued cellular phones, and most carry personal cell phones. If primary systems fail during an emergency situation, the use of all forms of redundant communication is encouraged. Noise is a constant issue in EOC environments and cellular phones should be kept on vibrate while working in the EOC.

800 MHZ Radio

Brea's radios have been programmed in accordance with the 800 MHz Countywide Coordinated Communications System. This system provides the City with access to the county's eight talk groups, four conventional repeater/transportable repeater channels, and four talk around channels that are specifically assigned and shared by each city and county law enforcement, fire service, lifeguard/marine safety, and public works agency for interoperable common and mutual aid communications. Details on each can be found in the 800 MHz SOP, which is available through the County's dispatch/communications center, Control One. During an emergency, City radios should be limited to emergency radio traffic only.

EOC - OA EOC Radio

Brea has an EOC to OA EOC radio (PD Dispatch) that allows the Brea EOC to communicate with the Operational Area on frequencies OA1 and OA2. These frequencies are always monitored by the Operational Area, but can also be by other OA Members (municipalities and special districts) EOCs. As such, they can serve as back-up communications with other jurisdictions if the other jurisdictions are first prompted to continuously monitor the frequency.

Satellite Phone

Satellite phones are available in the Police Department Watch Commander's office and the Fire Battalion Chief command vehicle. These can be used as back-up communication if telephones, cellular phones, radios, or other devices fail. It is not necessary to notify stakeholders that the satellite phone is being used because calls are rolled over from commercial telephone to the satellite system automatically.

Radio Amateur Civil Emergency Services (RACES)

The City's Emergency Preparedness Coordinator manages volunteer amateur radio (ham radio) operators who are committed to assisting with emergency communications in the time of a disaster. This group can provide auxiliary communications for police, fire, public works, utilities and community services departments. They are also the primary contact with the CERT Volunteers in the field.

WinLink

Winlink is an amateur radio system that sends packets of text via radio signal. This system may be used by licensed amateur radio operators for delivering text messages similar to email. The County has established a backbone Winlink system and connectivity exists with RACES member cities.

California Law Enforcement Mutual Aid Radio System (CLEMARS)

CLEMARS provides common police radio frequencies for use statewide by state and local law enforcement agencies during emergencies where inter-agency coordination is required. It operates under appropriate FCC rules and regulations and is administered by the State of California through the Emergency Management Agency. Participation in CLEMARS is open to all California Law Enforcement agencies which are eligible to operate on radio frequencies authorized by the FCC for the Police Radio Service.

The Regional Law Enforcement Coordinator is responsible for coordination of use of the system within the Mutual Aid Region as written by the Law Enforcement Division and

Telecommunications Division. Brea maintains CLEMARS access through the Police Department dispatch center.

WebEOC®

Brea currently uses WebEOC® as its crisis information management system for real-time information sharing. WebEOC® is a software program for electronically sharing disaster information within jurisdictions and from Brea to the Operational Area or with other jurisdictions. WebEOC® is accessed through the internet and is thereby accessible from any computer with internet access as long as the user has an appropriate username and password. The system is used for, but not limited to:

- Maintaining individual activity logs by each position in the EOC.
- Monitoring and posting significant events taking place in the City.
- Communicating designated significant events to the Operational Area.
- Monitoring who is supporting the response, accessing their contact information, and tracking their time by the time/cost unit.
- Providing status information on operational shelters (e.g., location, capacity, accessibility, significant events, and other special considerations).

California Law Enforcement Teletype System (CLETS)

CLETS is a high-speed message switching system that became operational in 1970. CLETS provides law enforcement and criminal justice agencies with access to various databases. It also provides the ability to transmit and receive point-to-point administrative messages to other agencies within California or via the National Law Enforcement Telecommunications System (NLETS) to other states and Canada.

Broadcast messages can be transmitted between states to participating agencies in the Group Bulletin Network and to regions nationwide via NLETS. CLETS has direct interface with the Federal Bureau of Investigation's National Crime Information Center (NCIC), NLETS, the Department of Motor Vehicles, and the states of Oregon and Nevada. The Orange County Sheriff's Department – Communications Bureau, Control one will send out alerts and messages via the CLETS to public safety answering points (PSAP's) throughout the State.

Email

Most employees have an email account. Like cellular telephones, if other primary means of data or voice communications fail, e-mail should be considered a sufficient back-up. Before using e-mail, however, personnel should confirm that the intended recipient(s) has access to and is checking their email. Critical information should never be sent over email unless confirmation exists that the intended recipient is receiving the messages.

Social Media

Social media has proven to be a powerful tool in information dissemination. In the event of an emergency or disaster, the City of Brea together with Brea Fire and Brea Police Departments will utilize their respective social media platforms to engage the public and provide situational awareness. Integrating critical information being received from verified accounts into the emergency organization can help to increase situational awareness and gain a better common operating picture for both public safety responders as well as the general public.

Therefore, information released by the City of Brea to such sites will be approved by the EOC Management and distributed through a variety of traditional media efforts such as press releases and the respective city websites as well as the City's social media platforms. Only authorized City representatives may post to the social media outlets however, volunteers may be utilized to mine information related to disaster impacts related to the City.

3.5.1 SPECIAL DISTRICT INVOLVEMENT

Special districts wholly contained within the City of Brea should have a liaison represented in the City's EOC and direct communications should be established between the special district's EOC and the City's EOC.

Typically, special district boundaries cross municipal boundary lines. A special district may serve several cities and county unincorporated areas. Some special districts serve more than one county. In such a situation, the special district may wish to provide a liaison representative to the Operational Area EOC to facilitate coordination and communication with the various entities it serves.

3.5.2 COORDINATION WITH VOLUNTEER AND PRIVATE AGENCIES

Volunteer agencies and private agencies may participate in the mutual aid system along with governmental agencies. The disaster medical mutual aid system relies heavily on private sector involvement for medical/health resources. Some volunteer agencies, such as the American Red Cross (ARC), The Salvation Army, and others, are an essential element of the statewide emergency response to meet the needs of disaster victims. Volunteer agencies mobilize volunteers and other resources through their own systems. They also may identify resource needs that are not met within their own systems that would be requested through the mutual aid system. The EOC will generally be a focal point for coordination of response activities with many nongovernmental agencies.

If established by Volunteer Organizations Active in Disasters (VOAD), a volunteer center connects individuals, nonprofits, and businesses with opportunities and resources needed to support local communities. Agencies that play key roles in the response should have representatives at the City's EOC or within the Operational Area EOC. If an agency supports several functions and has only one representative, the agency representative should be located in the area designated for Agency Representative. If an agency is supporting one function only, its representative may be located within that functional element. Some agencies may have several personnel participating in functional elements in the EOC. For example, American Red Cross personnel may be part of the staffing for the Care and Shelter element of the EOC. Agencies that have countywide response roles and cannot respond to the numerous city EOCs in the County should be represented at the Operational Area EOC.

The City will develop a communication plan with Volunteer Organizations Active in Disasters (VOAD) for communicating with the different agencies. Coordination with volunteer and private agencies that do not have representatives at the EOC and/or not a part of VOAD will be accomplished through telecommunications, liaison with community councils that represent several agencies or involvement of agencies in special multiagency groups on specific issues.

3.6 EMERGENCY PROCLAMATIONS

The California Emergency Services Act (Chapter 7 of Division 1 of Title 2 of the Government Code), hereafter referred to as the CESA, provides the basic authorities for conducting emergency operations following a proclamation of Local Emergency, State of Emergency or State of War Emergency by the Governor and/or appropriate local authorities, consistent with the provisions of the CESA.

Local Emergency

A Local Emergency may be proclaimed by the City Council or by the City Manager as specified by the ordinance adopted by the City Council. A Local Emergency proclaimed by the City Manager must be ratified by the City Council within seven days. The governing body must review the need to continue the proclamation at least every 30 days until the Local Emergency is terminated. The Local Emergency must be terminated by resolution as soon as conditions warrant. Proclamations are normally made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the city, caused by natural or man-made situations.

In the event that County of Orange (OA) proclaims an emergency, the City of Brea will be covered under the OA proclamation. The City of Brea may still make a proclamation of a Local Emergency providing the governing body with the legal authority to:

- If necessary, request that the Governor proclaim a State of Emergency.
- Promulgate or suspend orders and regulations necessary to provide for the protection of life and property, including issuing orders or regulations imposing a curfew within designated boundaries.
- Exercise full power to provide mutual aid to any affected area in accordance with local ordinances, resolutions, emergency plans, or agreements.
- Request that state agencies and other jurisdictions provide mutual aid.
- Require any local official or employee to provide emergency services support.
- Requisition necessary personnel and materials from any local department or agency.
- Obtain vital supplies and equipment and, if required, immediately commandeer the same for public use.
- Impose penalties for violation of lawful orders.
- Conduct emergency operations without incurring legal liability for performance, or failure of performance. (Note: Article 17 of the Emergency Services Act provides for certain privileges and immunities.)

State of Emergency

A State of Emergency may be proclaimed by the Governor when:

- Conditions of disaster or extreme peril exist which threaten the safety of persons and property within the state caused by natural or man-made incidents.
- The Governor is requested to do so by local authorities.
- The Governor finds that local authorities are inadequate to cope with the emergency.

When the Governor proclaims a State of Emergency, the following conditions apply:

- Mutual aid shall be rendered in accordance with approved emergency plans when the need arises in any county, city and county, or city for outside assistance.

- The Governor shall, to the extent deemed necessary, have the right to exercise all police power vested in the state by the Constitution and the laws of the State of California within the designated area.
- Jurisdictions may command the aid of citizens as deemed necessary to cope with an emergency.
- The Governor may suspend the provisions of orders, rules, or regulations of any state agency and any regulatory statute or statute prescribing the procedure for conducting state business.
- The Governor may commandeer or make use of any private property or personnel (other than the media) in carrying out the responsibilities of their offices.
- The Governor may promulgate, issue, and enforce orders and regulations deemed necessary.

State of War Emergency

Whenever the Governor proclaims a State of War Emergency, or if a State of War Emergency exists, all provisions associated with a State of Emergency apply. In addition, all state agencies and political subdivisions are required to comply with the lawful orders and regulations of the Governor which are made or given within the limits of his/her authority as provided for in the Emergency Services Act.

Presidential Declaration of Emergency/Major Disaster

Definitions

Major disaster: A major disaster is defined as "any natural catastrophe (including any hurricane, tornado, storm, high water, wind driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion, in any part of the U.S. which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this Act to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby."

Emergency: An emergency is defined as "any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement state and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the U.S."

Process

In order for the President to declare a federal major disaster or emergency, the Governor of California must submit the following:

- Brea's Local Emergency Proclamation
- The California State of Emergency Proclamation

- The Governor's written request for federal assistance must also include:
  - Certification of implementation of the State Emergency Plan
  - Description of how the disaster caused needs beyond state/local capabilities
  - A description of state/local resources already committed
  - Preliminary estimates of supplementary federal assistance needed
  - Certification of compliance with cost-sharing requirements of the Stafford Act

Basis for Request

The situation is of such severity and magnitude that effective response is beyond the capabilities of the state and affected local governments, and federal assistance under the Stafford Act is necessary to supplement the efforts and available resources of the state, affected local governments, disaster relief organizations, and compensation by insurance.

3.7 CONTINUITY OF GOVERNMENT

A major disaster or national security emergency could result in the death or injury of key government officials and/or the partial or complete destruction of established seats of government, and public and private records essential to continued operations of government. Government at all levels is responsible for providing continuity of effective leadership, authority, and adequate direction of emergency and recovery operations. The California Government Code Section 8643(b) and the Constitution of California provide the authority for state and local government to reconstitute itself in the event incumbents are unable to serve.

3.7.1 SUCCESSION

The first step in assuring continuity of government is to have personnel who are authorized and prepared to carry out emergency actions for the government in the event of a natural, technological, or national security disaster. Article 15, Section 8638 of the Emergency Services Act authorizes governing bodies to designate and appoint three standby officers for each member of the governing body and for the chief executive, if not a member of the governing body. Standby officers may be residents or officers of a political subdivision other than that to which they are appointed.

The City Manager is designated as the Director of Emergency Services. A successor to the position of Director of Emergency Services is appointed by City Council. Should the director be unavailable or unable to serve, the positions listed below, in order, shall act as the Director of Emergency Services. Should these positions be unavailable or unable to serve, the individuals who hold permanent appointments to the following positions in the city will automatically serve as acting director in the order shown. The individual who serves as acting director shall have the authority and powers of the Director, and will serve until the Director is again able to serve, or until a successor has been appointed by the City Council.

First Alternate: Assistant City Manager
Second Alternate: Fire Chief
Third Alternate: Police Chief
Fourth Alternate: Public Works Director

Notification of any successor changes shall be made through the established chain of command. Article 15, Section 8637 of the Emergency Services Act that authorizes political subdivisions to provide for the succession of officers (department heads) having duties related to law and order and/or health and safety. Article 15, Sections 8637- 8644 of the Emergency Services Act establishes a method for reconstituting the governing body. It establishes that, should all members, including all standbys be unavailable, temporary officers shall be appointed as follows:

1. By the chairman of the board of the county in which the political subdivision is located.
2. By the chairman of the board of any other county within 150 miles (nearest and most populated down to farthest and least populated).
3. By the mayor of any city within 150 miles (nearest and most populated down to farthest and least populated).

Article 15, Section 8642 of the Emergency Services Act authorizes local governing bodies to convene as soon as possible whenever a State of War Emergency, State of Emergency, or Local Emergency exists, and at a place not necessarily within the political subdivision. Article 15, Section 8643 of the Emergency Services Act describes the duties of a governing body during emergencies as follows:

- Ascertain the damage to the jurisdiction and its personnel and property
- Reconstitute itself and any subdivisions
- Perform its function in preserving law and order and furnishing local services

3.7.2 ALTERNATE FACILITY

Section 23600 of the California Government Code provides, among other things that:

- The City Council shall designate alternative city seats, which may be located outside city boundaries.
- Real property cannot be purchased for this purpose.
- A resolution designating the alternate city seats must be filed with the Secretary of State.
- Additional sites may be designated subsequent to the original site designations if circumstances warrant.

In the event the primary location is not usable because of emergency conditions, the temporary seat of city government will be as follows:

First Alternate: Brea Lions Scout House
401 S. Brea Blvd

Second Alternate: Brea Museum and Historical Society
495 S. Brea Blvd

3.7.3 VITAL RECORD RETENTION

- All records are identified in the Retention Schedule.
- Records are properly labeled.
- Records can be retrieved, when needed.
- Transportation and movement of City records to an alternate location may be arranged, if necessary.
- Retrieved records are usable and reproducible.

It is the responsibility of Department Heads to identify and store their vital records. These are indicated in Record Retention Schedule in the "vital" column after the record series name. Every record should identify the media option (e.g., Magnetic Media; Microforms; Paper; or Optical Disk, CD-r, DVD-r, and WORM).

3.7.4 ELECTRONIC RECORDS

The City utilizes a virtual infrastructure environment for our electronic documents/data storage. These virtual machines (VMs) and the associated data is backed up locally and is also sent offsite to a cloud data hosting facility on a nightly basis.

To recover records, our IT staff uses the backup systems client interface to recover the data locally, or from the cloud backup. In the event that we need to restore an entire VM, that can also be done by using the backup systems software.

City personnel may not have immediate access to their normal work site and the City's computers due to:

- The need to assess structural integrity of the building
- Toxic contamination
- Crime scene or forensic investigations
- Power failures
- Flooding
- Partial or complete collapse of structures

In several of these cases, such as a hazardous materials incident, access may be denied for several weeks or longer. In the case of a serious earthquake, explosion, or radiological fallout, severe damage may prevent personnel from ever re-entering the building. If not affected by incident, city personnel can use the City's Disaster Recovery location to continue city business.

The City of Brea Records Management System is Laserfiche. Laserfiche is a long-term document accessibility and preservation storing system where only one copy of a record is kept in a centralized repository. Not all records are kept in the system at this time.

3.8 TRAINING AND EXERCISES

Brea has a basic philosophy on training and exercises that lies at the foundation of our EOC preparedness. Below are some of the policies that Brea has institutionalized to ensure its readiness:

- Exercises are conducted frequently and in accordance with procedures to ensure people remember what to do and how to perform tasks. In addition, repetitive training is necessary for learning. Personnel cannot be expected to learn something once and retain it.
- Training is provided to more people than we think will be needed to ensure redundancy when certain people cannot respond.
- We take advantage of every activation, including small events, to practice response procedures, train staff, and catch issues and problems before they can become big issues during larger activations.
- All equipment is checked at least once a month to ensure that phones, computers, and other equipment are operational.
- The staff alert and notification system are periodically tested to ensure efficient activation in an actual incident.

3.8.1 TRAINING

All local government staff who may participate in emergencies in the Emergency Operations Center, in Department Operations Centers (DOCs) or at the field level must receive appropriate SEMS, NIMS, and other specialized training as required by SEMS regulations, NIMS policy, or their job function, respectively. Individual departments are responsible for coordinating and executing training or sending employees to attend appropriate training programs. With regard to SEMS and NIMS, a pre- designated list of approved courses has been identified below. SEMS/NIMS training are ongoing to ensure all emergency response personnel are trained in SEMS/NIMS and the EOP. Training is scheduled as needed and to accommodate personnel changes. Specialized training courses (e.g., fire suppression, tactical operations, etc.) for first responders or other City employees are the responsibility of individual departments to identify, develop, and/or execute/attend.

As required by the City of Brea, each department shall coordinate the following NIMS training at relevant levels for emergency personnel:

Entry Level

- FEMA IS-700: NIMS, An Introduction
- ICS-100: Introduction to ICS or equivalent
- Introduction to SEMS (G606)

First Line, Single Resource, Field Supervisors

- FEMA IS-700: NIMS, An Introduction
- ICS-100: Introduction to ICS or equivalent
- ICS-200: Basic ICS or equivalent
- Introduction to SEMS (G606)

Middle Management: Strike Team Leaders, Division Supervisors, EOC Staff, etc.

- FEMA IS-700: NIMS, An Introduction
- FEMA IS-800: National Response Framework
- ICS-100: Introduction to ICS or equivalent
- ICS-200: Basic ICS or equivalent
- ICS-300: Intermediate ICS or equivalent
- Introduction to SEMS(G606)

Command and General Staff; Area, Emergency and EOC Managers

- FEMA IS-700: NIMS, An Introduction
- FEMA IS-800: National Response Framework
- ICS-100: Introduction to ICS or equivalent
- ICS-200: Basic ICS or equivalent
- ICS-300: Intermediate ICS or equivalent
- ICS-400: Advanced ICS
- Introduction to SEMS (G606)

As required by the City of Brea, each department shall coordinate the following SEMS training at relevant levels for emergency personnel (some of the SEMS and NIMS training requirements overlap):

COURSE NAME	TARGET
SEMS Introductory Course	For all personnel that may become involved in multi- agency or multi-jurisdictional response at any level.
ICS Orientation IS-100	A general orientation to ICS for personnel working in support roles, and for off incident personnel who require a minimum of ICS orientation.
ICS Basic IS-200	Personnel who respond to an incident to assist or support the organization but do not normally supervise others.
ICS Intermediate IS-300	Personnel who supervise an ICS branch, division, group or unit, or are members of the Command Staff.
ICS Advanced IS-400	Personnel who will supervise sections; Command Staff; Incident or Area Commanders, also those who may assume key agency management roles over incidents.
SEMS Executive Course	Executives, administrators, and policy makers within agencies that are required

Department heads and the Emergency Preparedness Coordinator have the responsibility for documenting SEMS and NIMS training in the City of Brea. Copies of SEMS/NIMS training records are maintained by the Emergency Preparedness Coordinator for verification. Training records will be maintained using the following guidelines:

- An individual training record will be maintained for each person, kept either in his or her personnel file, or in a separate training record file.
- The name of each course, instructor, location and date of each course will be identified in the training record.
- The individual training record will be maintained for as long as the person is employed in a position that involves an emergency response role.
- Records of personnel involved in an actual emergency will be archived for five years after the close of a disaster or indefinitely.
- Documentation of the agency's SEMS/NIMS training program, including copies of the training materials used, such as instructor syllabus, lesson plans, student notebook, exercise materials, and tests will be maintained by the department providing the training.

3.8.2 EXERCISES

City-wide, multi-agency, or regional exercises will be conducted at least annually to ensure departments are able to efficiently perform emergency functions and work

together and with external organizations. These larger scale exercises are coordinated by numerous groups, including the Emergency Preparedness Coordinator, the Orange County Emergency Management Division, the Urban Area Working Group, and others.

Exercises are conducted to maintain the readiness of operational procedures. Exercises provide personnel with an opportunity to become thoroughly familiar with relevant procedures, facilities, and systems which will actually be used in emergency situations.

CHAPTER 4 - CONCEPT OF OPERATIONS

4.1 PRINCIPLES OF OPERATION

The goals of emergency management are to:

- Provide effective life safety measures, reduce property loss, and protect the environment.
- Provide for the rapid resumption of impacted businesses and community services.
- Provide accurate documentation and records required for cost recovery efforts.
- Coordinate resources within the city
- Coordinate mutual aid within the city

4.2 PRIORITIZING OPERATIONS

The priorities that guide decision making within the EOC environment are as follows:

- Stabilizing the emergency
- Saving human lives
- Protecting property
- Restoring essential services
- Providing public information
- Protecting and restoring the environment
- Preserving government
- Providing for the needs of survivors

4.3 DIRECTION, CONTROL, AND COORDINATION

4.3.1 PURPOSE

The Emergency Operations Center (EOC) serves as the centralized point to manage and support overall city response to major disasters. The EOC operates under the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS). EOC staff coordinates interdepartmental activity, implements city policy, determines the mission and priorities, engages in long range planning and coordination with outside agencies, and provides direction and authority to act. The EOC serves as the link between the city and outside resources. The EOC also provides the cost recovery efforts for the city by tracking and reporting the personnel, supplies, and equipment used by various departments and agencies during response and recovery efforts.

Under the SEMS/NIMS, the City has responsibilities at two levels, including the field response and local government levels. At the field response level, all department and agencies will use the Incident Command System (ICS) to standardize the emergency response and report emergency related information to the emergency management organization in the City's EOC. Communication and coordination between the field and the City EOC takes place through coordination between field units, Department Operation Centers (DOC), and the EOC, with information flowing up through DOCs to the EOC and operational direction flowing back down. The Brea EOC reports to the Orange County Operational Area (OA).

The City of Brea is responsible for coordinating with other local governments, the field response level and the Operational Area, and for providing mutual aid within its capabilities.

4.3.2 LOCATION OF PRIMARY AND ALTERNATE EOC'S

The locations of the primary and alternate EOCs are identified within this plan. The EOC is the responsibility of the Emergency Preparedness Coordinator and includes maintaining the operational readiness of the primary EOC. The Emergency Preparedness Coordinator will provide guidance to the managers of alternate EOC facilities related to maintaining the operational readiness of those facilities. An alternate EOC will be activated only when the primary EOC is damaged, inaccessible, and/or if evacuation of EOC staff members becomes necessary. When the use of an alternate EOC site becomes necessary, those occupying the primary EOC will be asked to relocate to the alternate EOC site. If the primary EOC is unusable before its activation, staff members will be asked to report directly to an alternate EOC site.

The EOC Logistics Section will arrange for relocation of EOC staff members to the alternate EOC. The Director of Emergency Services (DES) will transfer direction and control authority from the primary EOC to an alternate EOC when necessary. All EOC Section Chiefs will advise their emergency response field forces of the transition to the alternate EOC. As many supplies as possible will be transferred from the primary EOC to the alternate EOC. The operational capabilities of the alternate EOC will be similar to those of the Primary EOC. The primary location of the EOC is a designated site at the Brea Civic & Cultural Center, 1 Civic Center Circle, but may be in another site (including mobile) as determined by the Director of Emergency Services. The anticipated EOC locations are as follows:

1. **Primary EOC** — **EOC/FIRE ADMIN**
   Brea Civic & Cultural Center
   1 Civic Center Circle
   Brea, CA 92821

2.	Secondary EOC	Brea City Service Center 545 N. Berry St. Brea, CA 92821 (714)990-7691

4.3.3 ACTIVATION AND NOTIFICATION

EOC activation should be considered whenever one or more of the following apply to an incident:

- The response of two or more City agencies is required – outside of normal operating procedures
- There is a possibility the incident will escalate
- There is a possibility that the City's resources may be overtaxed and/or exhausted, requiring the activation of mutual aid
- The anticipated duration of the incident is greater than 8 hours
- The number of involved agencies, departments, and/or organizations may require a centralized coordination location
- Protective and/or response measures being implemented are of significant magnitude
- There is a possibility for the involvement of external (from outside the City) agencies/organizations in the response
- Any incident which requires an evacuation that requires the use of shelters.

The EOC may be activated when:

- An impending or declared State of War emergency exists
- An earthquake causing widespread damage occurs
- In the event of local dam or reservoir failure or other flooding condition

Examples of situations which may occur that could prompt an EOC activation are:

- Civil disturbance
- Terrorist activity or threat
- Major industrial accident
- Hazardous materials or transportation spill
- Epidemic or Pandemic
- Earthquake
- Fire
- Flood
- Systems failure

The Director of Emergency Services, or his/her designee, orders the mobilization of the City's emergency response as required to provide for increased readiness in event of the threatened existence of an emergency and prior to the activation of this plan.

The Director of Emergency Services is the primary individual responsible for activation, however the following are also authorized to activate the EOC:

Fire Chief or designee
Police Chief or designee
Emergency Preparedness Coordinator
Public Works Director or designee
Police Watch Commander
Fire Battalion Chief

4.3.4 LEVELS OF ACTIVATION

EOC Level 3 Activation (Low)

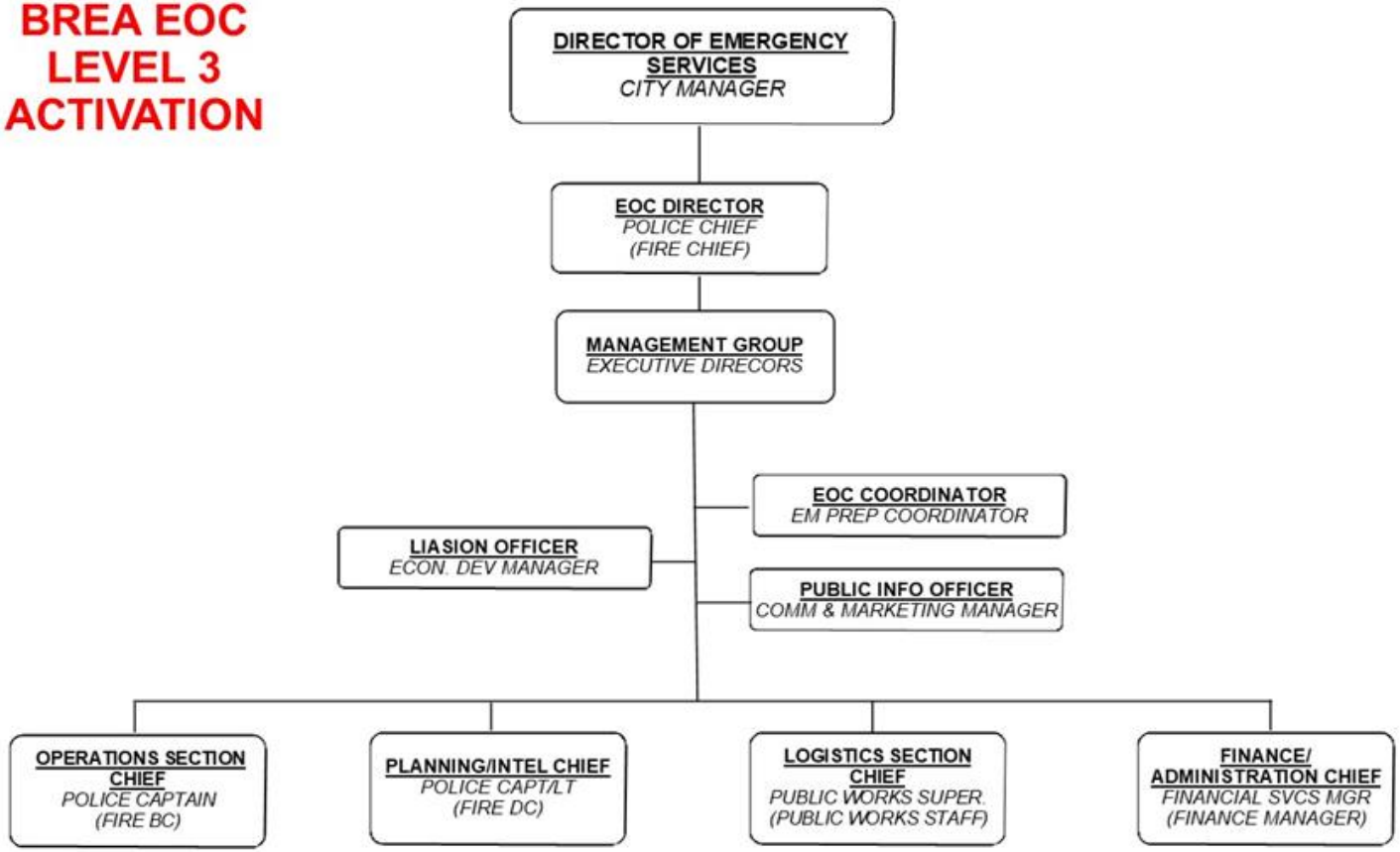
This is the minimum activation level of the EOC. This level is considered to be a monitoring/alert/watch phase.

- A minor to moderate incident for which local resources are adequate and available.
- A Local Emergency may or may not be proclaimed.
- Off-duty personnel may be recalled.

The following EOC positions will be automatically staffed and appropriate personnel recalled via AlertOC:

- Director of Emergency Services
- EOC Director
- Public Information Officer/Emergency Information Hotline
- Liaison Officer
- EOC Coordinator
- Operations Section Chief
- Planning Section Chief
- Finance & Administration Section Chief
- Logistics Section Chief
- Technical Specialists

BREA EOC LEVEL 3 ACTIVATION



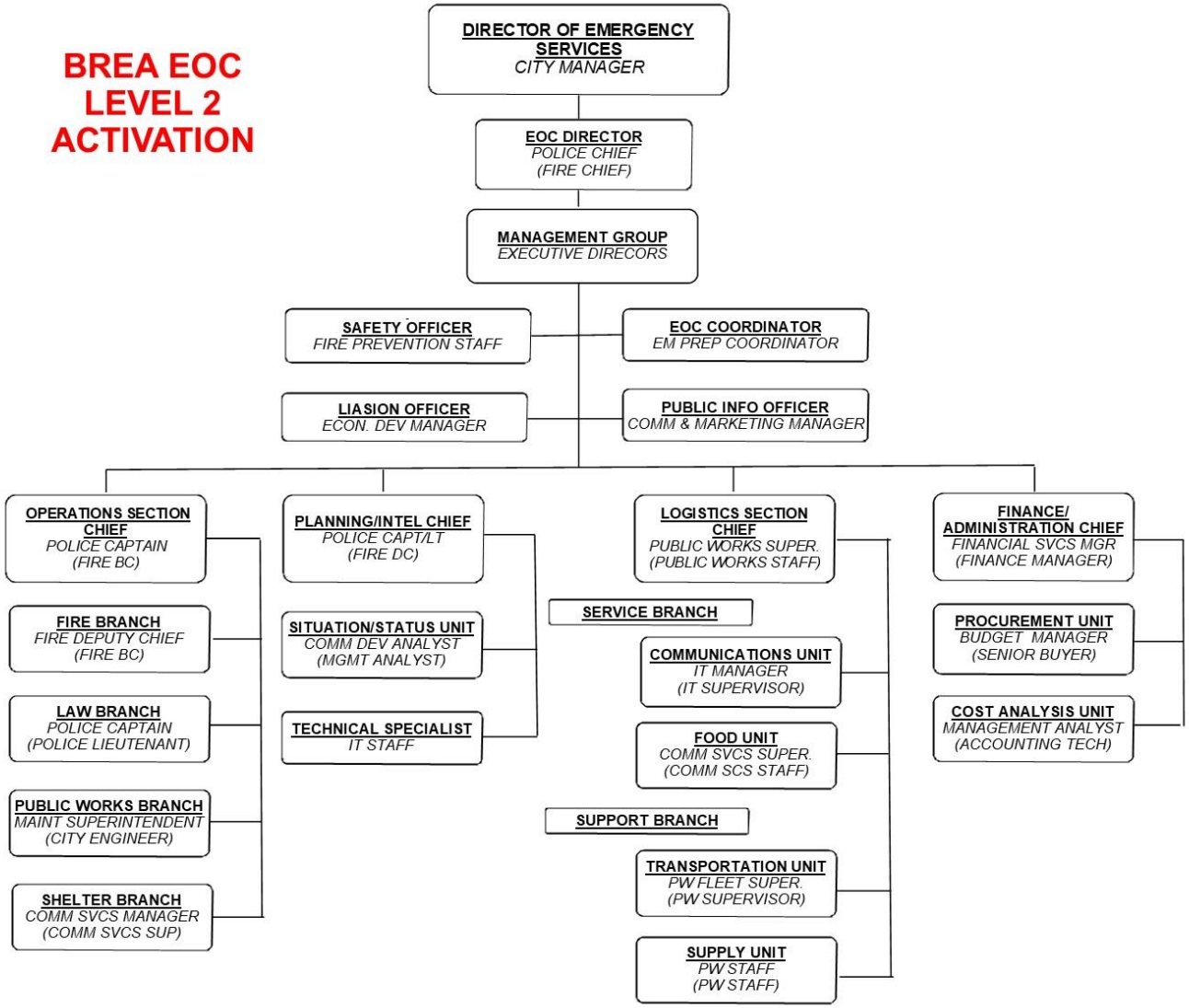
EOC Level 2 Activation (Partial)

- A moderate to severe emergency for which local resources are not adequate and mutual aid may be required on a regional or even statewide basis.
- Key management level personnel from the principal agencies will relocate to the EOC to provide jurisdictional or multi-jurisdictional coordination.
- After providing the Policy Group, Management, and General Staff with an incident briefing, the Director of Emergency Services may choose to de- activate the EOC and release emergency management staff while maintaining contact via phone, or another method of communication, or may activate to a Level 1.
- Off-duty personnel may be recalled.
- A Local Emergency may be proclaimed and State of Emergency may be proclaimed.

The following EOC positions will be automatically staffed and appropriate personnel recalled via AlertOC during Level 2 activation:

- Director of Emergency Services (City Manager)
- EOC Coordinator
- Public Information Officer/Public Inquiry Line
- Liaison Officer
- EOC Manager
- Operations Section Chief
- Planning Section Chief
- Logistics Section Chief
- Finance & Administration Section Chief
- Technical Specialists (as identified by the DES or EOC Director if necessary)
- Branch Directors/Unit Leaders (as identified by the DES or EOC Director if necessary)

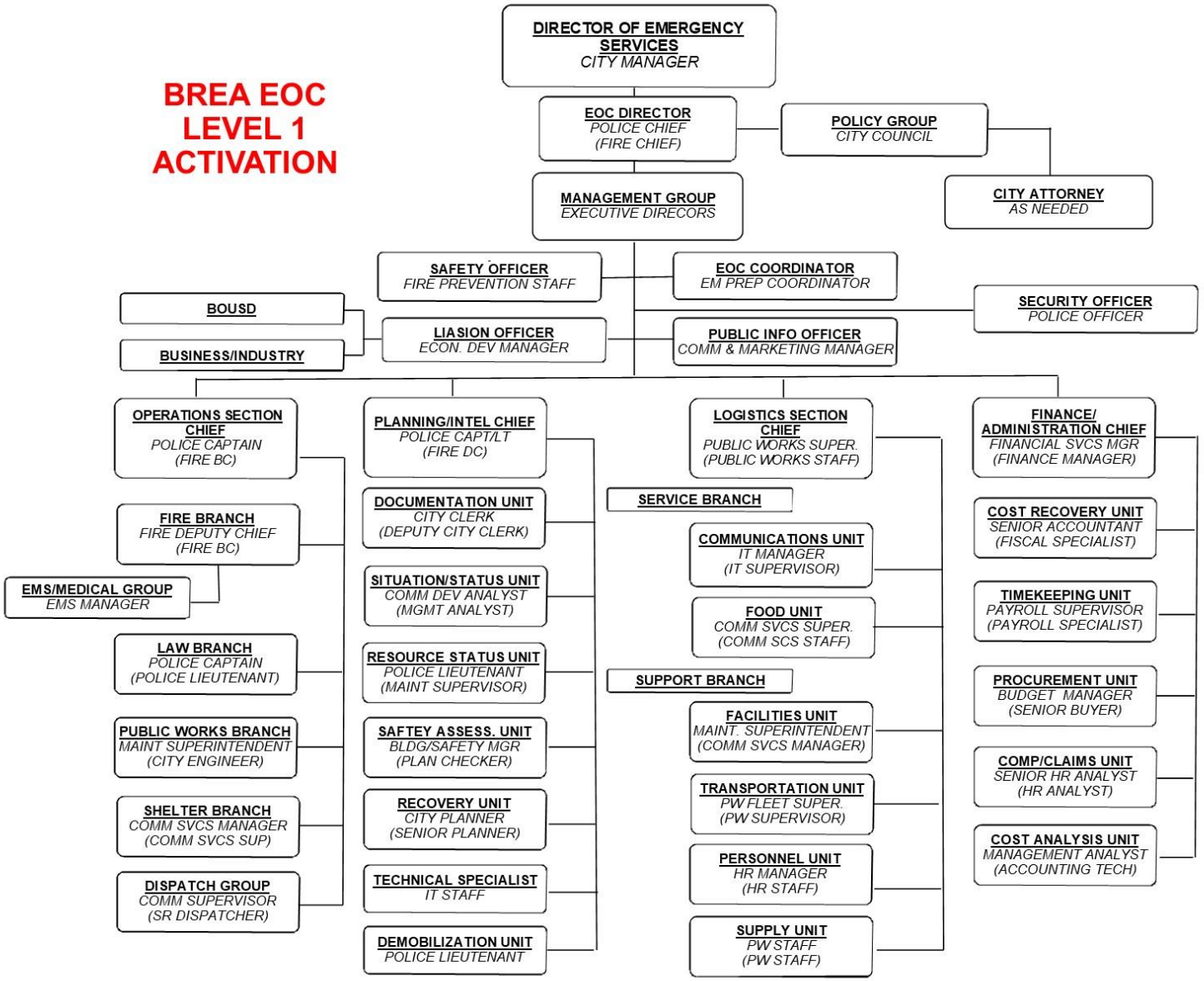
BREA EOC LEVEL 2 ACTIVATION



EOC Level 1 Activation (Full)

- A major local or regional disaster where resources in or near the impacted area are overwhelmed and extensive state or federal resources are required.
- The EOC would be fully activated and EOC positions filled as needed.
- A Local Emergency will be proclaimed.
- A State of Emergency and a Presidential Declaration of an Emergency or Major Disaster may be proclaimed and/or requested, respectively.
- All response and early recovery activities will be directed from the EOC.
- Off-duty personnel will be recalled as needed.

All Brea EOC positions as required by the event/situation will be automatically staffed and appropriate personnel recalled via AlertOC during a Level 1 activation.


BREA EOC
LEVEL 1
ACTIVATION
DIRECTOR OF EMERGENCY SERVICES
CITY MANAGER
EOC DIRECTOR
POLICE CHIEF
(FIRE CHIEF)
POLICY GROUP
CITY COUNCIL
MANAGEMENT GROUP
EXECUTIVE DIRECORS
CITY ATTORNEY
AS NEEDED
SAFETY OFFICER
FIRE PREVENTION STAFF
EOC COORDINATOR
EM PREP COORDINATOR
SECURITY OFFICER
POLICE OFFICER
BOUSD
BUSINESS/INDUSTRY
LIASION OFFICER
ECON. DEV MANAGER
PUBLIC INFO OFFICER
COMM & MARKETING MANAGER
OPERATIONS SECTION CHIEF
POLICE CAPTAIN
(FIRE BC)
FIRE BRANCH
FIRE DEPUTY CHIEF
(FIRE BC)
EMS/MEDICAL GROUP
EMS MANAGER
LAW BRANCH
POLICE CAPTAIN
(POLICE LIEUTENANT)
PUBLIC WORKS BRANCH
MAINT SUPERINTENDENT
(CITY ENGINEER)
SHELTER BRANCH
COMM SVCS MANAGER
(COMM SVCS SUP)
DISPATCH GROUP
COMM SUPERVISOR
(SR DISPATCHER)
PLANNING/INTEL CHIEF
POLICE CAPT/LT
(FIRE DC)
DOCUMENTATION UNIT
CITY CLERK
(DEPUTY CITY CLERK)
SITUATION/STATUS UNIT
COMM DEV ANALYST
(MGMT ANALYST)
RESOURCE STATUS UNIT
POLICE LIEUTENANT
(MAINT SUPERVISOR)
SAFTEY ASSESS. UNIT
BLDG/SAFETY MGR
(PLAN CHECKER)
RECOVERY UNIT
CITY PLANNER
(SENIOR PLANNER)
TECHNICAL SPECIALIST
IT STAFF
DEMOBILIZATION UNIT
POLICE LIEUTENANT
LOGISTICS SECTION CHIEF
PUBLIC WORKS SUPER.
(PUBLIC WORKS STAFF)
SERVICE BRANCH
COMMUNICATIONS UNIT
IT MANAGER
(IT SUPERVISOR)
FOOD UNIT
COMM SVCS SUPER.
(COMM SCS STAFF)
SUPPORT BRANCH
FACILITIES UNIT
MAINT. SUPERINTENDENT
(COMM SVCS MANAGER)
TRANSPORTATION UNIT
PW FLEET SUPER.
(PW SUPERVISOR)
PERSONNEL UNIT
HR MANAGER
(HR STAFF)
SUPPLY UNIT
PW STAFF
(PW STAFF)
FINANCE/ ADMINISTRATION CHIEF
FINANCIAL SVCS MGR
(FINANCE MANAGER)
COST RECOVERY UNIT
SENIOR ACCOUNTANT
(FISCAL SPECIALIST)
TIMEKEEPING UNIT
PAYROLL SUPERVISOR
(PAYROLL SPECIALIST)
PROCUREMENT UNIT
BUDGET MANAGER
(SENIOR BUYER)
COMP/CLAIMS UNIT
SENIOR HR ANALYST
(HR ANALYST)
COST ANALYSIS UNIT
MANAGEMENT ANALYST
(ACCOUNTING TECH)

4.4 INFORMATION COLLECTION, ANALYSIS, AND DISSEMINATION

Prior to the EOC being activated the City of Brea can directly receive alert and warning notifications from several sources such as, the State Warning Center, the National Weather Service and city/county departments and agencies, as well as the public media. The Emergency Preparedness Coordinator has the responsibility to collect and disseminate these notifications based upon current plans and procedures.

Upon activation of the EOC, the Planning and Intelligence Section will be responsible for gathering timely, accurate, accessible and consistent intelligence during an emergency. EOC Action Plans (EAP) will be utilized to create a common operating picture and be used to adjust the operational goals, priorities and strategies.

4.4.1 EOC ACTION PLANNING

Action planning is an important management tool that provides responding personnel with knowledge of the objectives to be achieved and the steps required for achievement. Action plans provide direction to responders and provide a basis for measuring achievement of objectives and overall system performance. Action planning involves two essential elements:

- A process for identifying priorities and objectives for emergency efforts.
- Determining specific tasks, assignments and resources required to meet the objectives.

Action plans are developed for a specified operational period, which may range from a few hours at the start of an event or an event of short duration, to multiple days as an event stabilizes and response transitions to recovery. Operational periods frequently correspond to shift changes, but are not required to. The typical operational period is 12 hours, but specifically may be determined by:

- Establishing and prioritizing the actions that need to be taken,
- Assessing the resources available to perform the actions,
- Determining what actions the available resources can accomplish before requiring shift change, rest, resupply or other transition

There are two kinds of Action Plans—Incident Action Plans in the field and EOC Action Plans in the EOC. The format and content for action plans at the incident level and EOC level will vary but the process for developing action plans is similar.

Incident Action Plans (Field Level)

At the field level, action plans developed for use at incident scenes are called Incident Action Plans (IAPs). Incident Action Plans are required for each operational period and may be verbal or written. Written Incident Action Plans are recommended for complex incidents, multi-agency or multi-jurisdictional incidents or long-term incidents with operational periods and shift changes.

Specific ICS forms are used to prepare written Incident Action Plans. The format for an Incident Action Plan generally includes these elements:

- Incident scenario or briefing
- Incident objectives and priorities.
- Primary and alternative strategies to achieve incident objectives.
- Specific tactics appropriate to the selected strategy.
- The kinds and number of resources to be assigned (determined by the tactics to be used).
- The operational organization needed to accomplish the strategy and tactics, including the support organization of logistical, planning and finance/administration functions.
- A communication plan.
- Other supporting documentation needed (an incident map, key facilities, safety messages, medical support plan, weather reports, etc.)

EOC Action Plans (EOC Level)

The primary focus of the EOC Action Plan is on jurisdictional issues. The plan sets overall objectives for the City and establishes priorities as determined by the Director of Emergency Services/EOC Director and EOC Section Chiefs, focusing on supporting response operations in the field and restoring and maintaining City functions and services. It can include mission assignments to City departments; provide policy and cost constraints; provide for inter-agency/interjurisdictional coordination; and support public information and messaging. The EOC Action Plan becomes an essential input to developing objectives and task assignments for City departments and agencies.

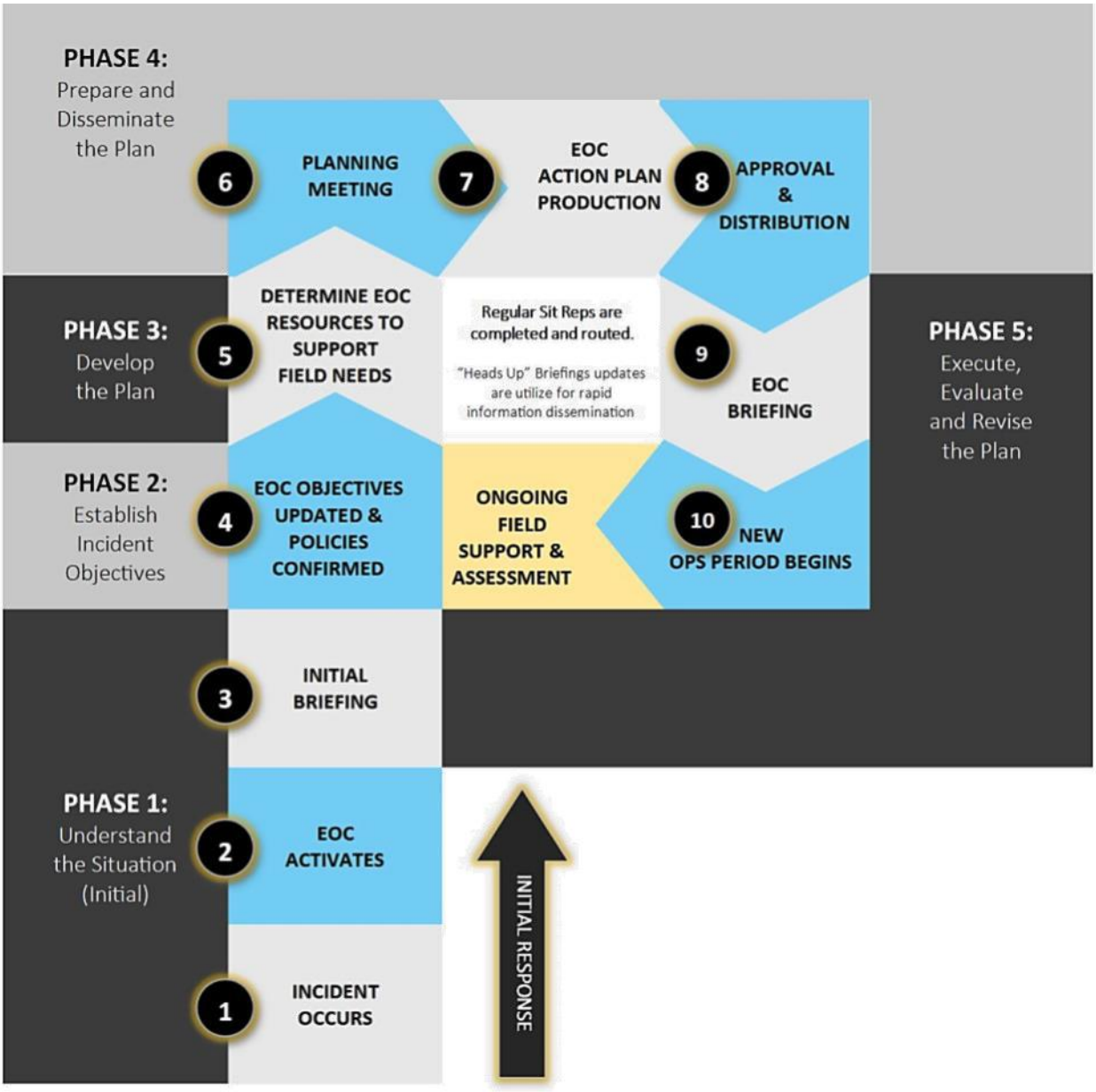
The EOC Planning & Intelligence Section is primarily responsible for developing the action plan and facilitating action planning meetings, although all EOC sections contribute to the plan. Action planning at the EOC level also uses operational periods. The length of the operational period for the EOC is determined by first establishing a set of objectives and priority actions that need to be performed, and then establishing a reasonable time frame for accomplishing those actions with the resources available.

EOC Action Plans should not be complex or require a time-consuming process. The initial EOC Action Plan may be a verbal plan put together immediately after EOC activation. Once the EOC is fully activated, EOC Action Plans should be written. The format may be simpler than IAPs at the field level, but the EOC Action Plan generally covers the same elements:

- Incident scenario or briefing
- Listing of priorities and objectives to be accomplished.
- Strategies to achieve the incident objectives.
- Assignments, actions and resources necessary to implement the strategies.
- Operational period to accomplish the actions.

- Organizational elements to be activated to support the assignments. Later EOC Action Plans may list organizational elements to be deactivated during or at the end of the period.
- A communication plan.
- Other supporting documentation needed (incident map, key facilities, safety messages, medical support plan, weather reports, etc.)

Action planning in the EOC follows a specific process that repeats in a cycle for each operational period throughout the duration of the emergency. This cycle, called the "Planning P", is depicted in below:



The Planning P consists of 10 planning steps arranged into five phases. These phases and steps are:

- Phase 1 - Understand the Situation
  - Step 1 - Incident Occurs
  - Step 2 - EOC Activation
  - Step 3 - Initial Briefing
- Phase 2 - Establish Incident Objectives
  - Step 4 - Objectives and Policies Meeting
- Phase 3 - Develop the Plan
  - Step 5 - Resource Meeting / Determine EOC Resource Needs
- Phase 4 - Prepare and Disseminate the Plan
  - Step 6 - Planning Meeting / Validate Objectives and Resources
  - Step 7 - Compile and Assemble the Plan
  - Step 8 - Approve and Distribute the Plan
- Phase 5 - Execute, Evaluate and Revise the Plan
  - Step 9 - EOC Staff Briefing
  - Step 10 - Operational Period Begins

Phase 1 (Steps 1-3), represented by the leg of the P, is the Initial Response to the emergency and is only performed once at the onset of the event. For each additional operational period, this phase drops off and phases 2-5 repeat in a “Planning O” cycle.

4.5 EMERGENCY ORGANIZATION OVERVIEW

The California Emergency Services Act requires the City of Brea to manage and coordinate the overall emergency response and recovery activities within its jurisdiction. During disasters, it is required to coordinate emergency operations with the Orange County Operational Area (OA) and, in some instances, other local governments.

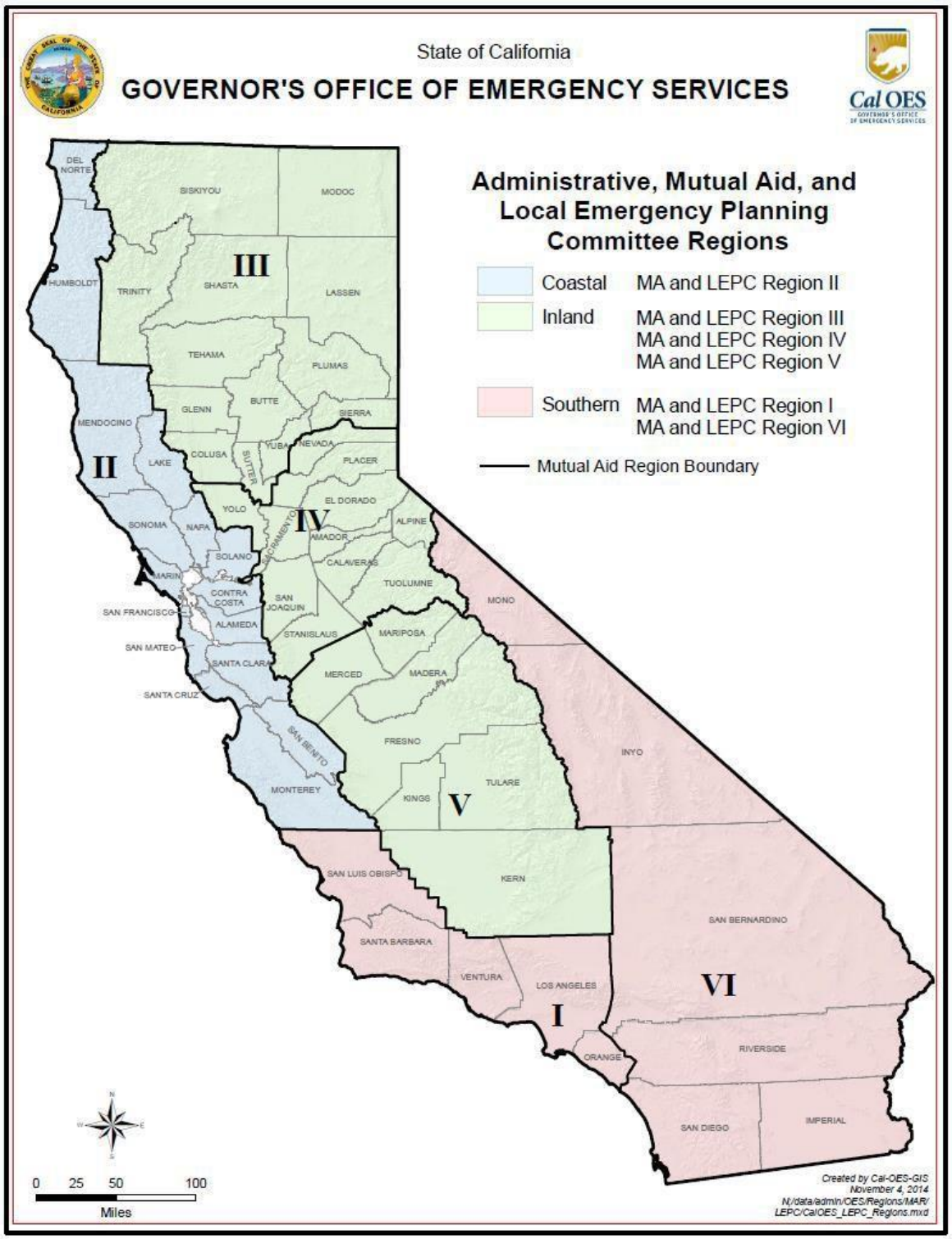
Under the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS), the city has responsibilities at two levels: the field response and local government levels. At the field response level, all departments and agencies will use the Incident Command System (ICS) and NIMS to standardize the Emergency response and report emergency-related information to their respective Department Operation Centers (DOCs) and/or the emergency management organization in the City Emergency Operations Center (EOC).

The City EOC manages the overall city response to major disasters and coordinates interdepartmental activities, implements city policy, determines the mission and priorities, and provides direction and the authority to act. The EOC engages in long-range planning and coordination with outside agencies. The EOC is also the source of information coordination for dissemination to the public, and provides support for cost recovery efforts for the city by tracking and reporting the personnel, supplies, and equipment used by the various city departments.

The City EOC shares information and passes requests to the OA EOC, which is managed by the Orange County Sheriff's Department Emergency Management Division. The OA EOC shares information and passes requests to the California Office of Emergency Services (Cal OES) Regional Emergency Operations Center (REOC). California is divided into 6 Regions. Area is in Region I, which includes Orange, Los Angeles, Ventura, Santa Barbara, and San Luis Obispo Counties. The Region I REOC is located in Los Alamitos.

Any communications method available will be used to communicate and share information between operational elements – field incident command posts, DOCs, City EOC, OA, State Cal OES, and other jurisdictions. These methods include radio, cellular phone, telephone, fax, or WebEOC®.

Cal OES Administrative, Law Enforcement/Coroner, and Fire & Rescue Regions



4.5.1 EMERGENCY ORGANIZATION FUNCTION AND CONCEPTS

Organization Flexibility- Modular Organization

The five essential SEMS functions are established as “sections” within the Brea EOC. All other functions will be organized as branches, groups, or units within sections. The activated functions and their relationship to one another will depend upon the size and nature of the incident. Only those functional elements that are required to meet current objectives will be activated. Those functions that are needed but not staffed will be the responsibility of the next higher element in the organization.

Management of Personnel- Unity of Command/Span of Control

Each activated function will have only one person in charge of it (unity of command), but a supervisor may be in charge of more than one functional element. Every individual will have only one supervisor to eliminate any potential for conflicts/confusion among supervisors, and each supervisor will be responsible for no more than seven persons/ functions, with the ideal span of control being three to five.

Brea EOC Section Chiefs for Operations, Planning/Intelligence, Logistics, and Finance/ Administration constitute the EOC General Staff. The General Staff are responsible for:

- Overseeing the internal functioning of their section, and
- Interacting with each other, the DES, EOC Director, and other entities within the Brea EOC to ensure the effective functioning of the EOC organization.

Unified Command/Area Command Concepts

Unified Command (UC) is an ICS application used when more than one agency has incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the UC, often the senior person from agencies and/or disciplines participating in the UC, to establish a common set of objectives and strategies and a single Incident Action Plan (IAP) (e.g., EOC, Field, etc.). This is accomplished without losing or abdicating agency authority, autonomy, responsibility, or accountability. This occurs most frequently at the field level, in large-scale events, that involve more than one jurisdiction.

An Area Command is an organization established to oversee the management of multiple incidents that are each being handled by an ICS organization, or to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. The Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command becomes Unified Area Command when the multiple incidents under the control of the Area Command are multi-jurisdictional. Area Commands are typically established at EOCs or some location other than an incident command post.

The Brea EOC could become a Unified Command depending on the situation and the types of disciplines requiring involvement in the coordination of response activities. Typically, the EOC does not serve as an Area Command; however, it is an option based on the flexible nature of ICS and the given situation. Brea may also be integrated into a UC or Area Command established in another jurisdiction during an incident in which it is involved in.

Multi-Agency and Organizational Level Coordination

An integral part of SEMS is the use of multi/inter-agency coordination. Within the context of SEMS, this involves prioritizing and assigning resources, handling competing demands, and maximizing resources amongst numerous response organizations, disciplines, and levels.

4.5.2 MUTUAL AID

The foundation of California's emergency planning and response is a statewide mutual aid system which is designed to ensure that adequate resources, facilities, and other support are provided to jurisdictions whenever their own resources prove to be inadequate to cope with a given situation. The basis for the system is the California Disaster and Civil Defense Master Mutual Aid Agreement as provided for in the California Emergency Services Act. This Agreement was developed in 1950 and has been adopted by the state, all 58 counties and most incorporated cities in the State of California. The Master Mutual Aid Agreement creates a formal structure wherein each jurisdiction retains control of its own facilities, personnel and resources, but may also receive or render assistance to other jurisdictions within the state. State government is obligated to provide available resources to assist local jurisdictions in emergencies.

4.5.3 MUTUAL AID COORDINATORS

To facilitate mutual aid, discipline-specific mutual aid systems work through designated mutual aid coordinators at the operational area, regional, and state levels. The basic role of a mutual aid coordinator is to receive mutual aid requests, coordinate the provision of resources from within the coordinator's geographic area of responsibility, and pass on unfilled requests to the next level.

Mutual aid requests that do not fall into one of the discipline-specific mutual aid systems are handled through the emergency services mutual aid system by emergency management staff at the local government, operational area, regional and state levels.

Mutual aid coordinators may function from an Emergency Operations Center (EOC), their normal departmental location or other locations depending on the circumstances. Some incidents require mutual aid but do not necessitate activation of the affected local government or operational area EOC because of the incident's limited impacts. In such cases, mutual aid coordinators typically handle requests from their normal work location. When EOCs are activated, all activated, discipline-specific mutual aid systems should establish coordination and communications with the EOCs as follows:

- When an OA EOC is activated, operational area mutual aid system representatives should be at the OA EOC to facilitate coordination and information flow.
- When a state Cal OES or regional EOC (REOC) is activated, regional mutual aid coordinators should have representatives in the REOC unless it is mutually agreed that effective coordination can be accomplished through telecommunications.
- State agencies may be requested to send representatives to the REOC to assist Cal OES regional staff in handling mutual aid requests for disciplines or functions that do not have designated mutual aid coordinators.
- When the State Operations Center (SOC) is activated, state agencies with mutual aid coordination responsibilities will be requested to send representatives to the SOC.

Discipline-Specific Mutual Aid System

The statewide mutual aid system includes several discipline-specific mutual aid systems, such as fire and rescue, law, medical, emergency management, and public works. These systems work through local government, operational areas, regional, and state levels consistent with the SEMS/NIMS. Mutual aid may also be obtained from other states. Interstate mutual aid may be obtained through direct state-to- state contacts pursuant to interstate agreements and compacts, or may be coordinated through federal agencies.

California Mutual Aid regions are established under the Emergency Services Act by the Governor. Six mutual aid regions numbered I-VI have been established within California. The City of Brea is located in Region I.

4.5.4 BREA MUTUAL AID STRUCTURE

Brea Fire Department

Brea Fire has a Mutual Aid Agreement under the State of California Emergency Management Agency Mutual Aid Plan. Brea is in Mutual Aid Region I. All Brea Fire Department requests for additional resources would be initiated by the Brea Incident Commander to Fire Dispatch, who would contact the Region I Coordinator. If the Region 1 Coordinator was unable to comply with requests the Coordinator would search all other Areas in Region 1 for the resources requested. If that proved unsuccessful, the Coordinator would contact the other Regions until the resources were acquired.

Brea Police Department

California's Law Enforcement Mutual Aid Plan was formulated in the early 1950's and enacted into law as part of the Government Code in 1970. One of the most important features of the Law Enforcement Mutual Aid Plan is the role of the requesting law enforcement official. Operational responsibility remains with the requestor. All of Brea's requests for additional resources will be initiated by the Police Watch Commander, who will request assistance from the Orange County Sheriff's Department. Brea is in Law Enforcement and Coroner Mutual Aid Region I.

Emergency Managers Mutual Aid (EMMA)

This statewide plan allows for rapid deployment of skilled Emergency Managers and Coordinators from various jurisdictions in the State of California to aid other jurisdictions impacted by disaster. The EMMA Plan was approved by the California Emergency Council on November 21, 1997. The Plan is consistent with the Natural Disaster Assistance Act and the California Emergency Services Act.

Emergency Management Assistance Compact (EMAC)

The Emergency Management Assistance Compact (EMAC), is a congressionally-ratified organization that provides form and structure to interstate mutual aid. Through EMAC, a disaster- impacted state can request and receive assistance from other member states quickly and efficiently, resolving two key issues upfront: liability and reimbursement.

Volunteer and Private Agencies

Volunteer agencies and private agencies may participate in the mutual aid system along with governmental agencies. Volunteer agencies such as the American Red Cross, Salvation Army, and others are an essential element of the statewide emergency response to meet the needs of disaster victims. The American Red Cross may have liaisons assigned to the Brea EOC. Community Emergency Response Teams (CERT) and Radio Amateur Civil Emergency Services (RACES) are two volunteer organizations that provide support and emergency communications and may have liaisons assigned to the EOC.

Business and industry in the private sector own or have access to substantial response and support resources. Community Based Organizations (CBOs), or Non-Governmental organizations (NGOS) provide valuable resources before, during, and after a disaster. These resources can be effective assets at any level. Some private agencies have established mutual aid arrangements to assist other private agencies within their functional areas. For example, electric and gas utilities have mutual aid agreements within their industry and have established procedures for coordinating with governmental EOCs. Mutual aid arrangements may include both governmental and private agencies.

Mutual aid system representatives at the Brea EOC may be located in various functional elements (sections, branches, groups or units) or serve as an agency representative, depending on the incident and the extent to which the EOC is activated.

4.5.5 BREA MUTUAL AID POLICY

Mutual aid resources will be provided and utilized in accordance with the California Master Mutual Aid Agreement. During a proclaimed emergency, inter-jurisdictional mutual aid will be coordinated at the County, Operational Area, or Mutual Aid regional levels. Within Orange County, the 800 MHz communications system is used by all Orange County agencies.

The City of Brea will make mutual aid requests through the Orange County Operational Area. Requests should specify, at a minimum:

- Number and type of personnel needed
- Type and amount of equipment needed
- Reporting time and location
- Authority to whom forces should report
- Access routes
- Estimated duration of operations
- Risks and hazards

Mutual aid assistance may be provided under one or more of the following authorities:

- California Master Mutual Aid Agreement
- California Fire and Rescue Emergency Plan
- California Law Enforcement Mutual Aid Plan
- Emergency Managers Mutual Aid (EMMA)
- Southern California Public Works Mutual Aid Statewide
- Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288, as amended) for federal support to state and local disaster activities

4.6 EVACUATIONS

Brea faces a broad spectrum of hazards and threats that may warrant evacuation orders to protect life. Most of these hazards have the likelihood to occur with little to no advance notice. While large scale incidents that require significant evacuations are less likely to occur, small to moderate scale incidents are more likely to affect a portion of the population at any given time and will likely require coordination and support. The hazards that create the most risk for moderate to large-scale evacuations include, but are not limited to the following:

- Wildfires
- Flood/Debris Flow
- Earthquake
- Domestic/International Terrorism Incidents

Evacuations should remain a last resort option to protect life. In some cases, sheltering in place may be a more appropriate protective measure.

When a decision is made by Unified Incident Command that evacuation of the community is necessary, the official(s) issuing an evacuation order needs to establish a clearly understandable evacuation area to the public. This information shall be provided (as soon as it is issued) to the local/City Emergency Manager or EOC and the Operations Section by a representative in the field, for rapid dissemination through all appropriate means.

The city of Brea uses the terms Evacuation Order for imminent threats and Evacuation Warning for impending threats. A common terminology approach will be implemented during evacuation orders amongst the affected jurisdictions in alignment with the National Incident Management System (NIMS) to reduce confusion and keep responses consistent across all agencies.

The city (effective January 1, 2026) is required to designate procedures for the rescue of a pet, as defined, from an area subject to an evacuation order, subject to approval by the Incident Commander in coordination with Emergency Management, that at the time of the evacuation the pet's owner believed to be alive. The city is to establish timelines or conditions in which rescues can occur as safely as possible. Nothing in these provisions is to be construed to grant any person the absolute right to reenter an evacuation zone, and would require all reentry to be subject to incident conditions and approval by the designated Incident Commander in coordination with Emergency Management. The city is required to designate a person or entity for a person with a residence in an area subject to an evacuation order to call if the person needs information regarding pets during an evacuation, as specified. The city needs to make available to the public by posting on its internet website, among other things, contact information for the above-described person or entity designated to provide information regarding evacuating pets during an evacuation.

*See Evacuation Annex for more detailed information.

4.7 MASS CARE AND SHELTER

The Emergency Operations Center (EOC) or a Department Operations Center (DOC) may request activation of a shelter to support displaced residents or visitors after a disaster or other emergency. Additionally, American Red Cross may request activation of a shelter in response to a community-generated need or outside of the city emergency.

The City of Brea and surrounding jurisdictions have pre-identified locations that have been surveyed and vetted by the ARC to ensure they fit the needs of a shelter. These locations include city owned facilities, private property, as well as public and private schools. The owner of the shelter location being considered should be included in the decision-making process. The determination of the shelter location will be based on numerous factors including the safety of the structure and availability. A shelter location is not the designated shelter location until approved by the American Red Cross and/or the City Manager.

Factors that will be considered may include:

- The scope and size of the hazard, including potential for expansion.
- The scope, size and demographics of the impacted population.
- The anticipated length of time in which shelter operations will last.
- The proximity of facility to the affected areas and populations.

- The availability of the site and authorization from the site's point of contact.
- Accessibility of the site, transportation and any accessibility issues to address.
- Shelter locations non-disaster uses i.e. school in session, events pre-booked at the Brea Community Center.

If the city's Emergency Operations Center is activated, the decision to open a shelter will be made in close coordination with the *Operations Section/Care and Shelter Branch.*

If the city's Emergency Operations Center is not activated, the decision to open a shelter will be made in close relationship with the Emergency Operations Center Coordinator and the Community Services Director, or designee.

The overall objectives of establishing a shelter include:

- Provide food, shelter or temporary housing, first aid, child care and other basic necessities of life for displaced residents and visitors.
- Provide food, shelter or temporary housing, first aid and other basic necessities of life on a mass care basis until other resources are available to individuals who were unable to care for themselves as a result of a disaster.
- Designate an area for pets and food.
- Coordinate activation, operation and support of shelters with the American Red Cross (ARC).

If shelters are open for human evacuees, the city must provide a minimum of one human shelter location that will accommodate persons with pets (in addition to service animals) in accordance with AB781 (2024). Additionally, whenever the city designates any number of cooling centers, it shall, to the extent practical, designate at least one cooling center, as applicable that can accommodate persons with pets. Pets are defined as domesticated animals, such as a dog or cat, that are commonly kept in the home for pleasure rather than for commercial purposes.

Animals housed at co-sheltering sites should be housed indoors in temperature-controlled rooms to avoid both animals and volunteers from being exposed to high/low temperatures, poor air quality, etc. Public information regarding shelters should include information on if the shelter site will accept pets. Service animals are always allowed.

*See Care and Shelter Plan for more detailed information.

4.8 EOC ORGANIZATION AND RESPONSIBILITIES

This section describes the organization of the Brea EOC and includes clear descriptions of each position's roles and responsibilities, as well as the identification of those organizations and/or individuals responsible for staffing each position or serving as a successor/alternate.

The requirement to use NIMS/SEMS/ICS includes fulfilling the management and coordination role of local government, and providing for the five essential functions:

Management, Operations, Planning/Intelligence, Logistics and Finance/Administration. In an emergency situation requiring activation of the EOC, an emergency requiring response by more than one Department/Agency (whether or not the EOC is activated), or in cases where a Local Emergency, State of Emergency, or State of War Emergency is proclaimed, the command relationships described in this section will apply. The Brea EOC organization chart illustrates the City EOC's organizational structure on the next page.

It is important to note that the organizational structure described in this section describes Brea's ultimate capability and full staffing of all potential positions. Because of the flexible, modular nature of ICS it will be rare that every position and organizational element identified in this section will be active simultaneously. The incident will define which elements need to be staffed. In addition, it may be discovered that one element of the organization can manage the responsibilities of those elements under it. For example, the Finance/Administration Section Chief may be able to handle the responsibilities of the Procurement, and Time/Cost Units. In that case, the supporting Units will not be staffed, but the Finance/Administration Section Chief will have responsibility for performing the functions of those Units if necessary. If the organization is not fully expanded, then supervisory positions are responsible for performing the functions of the unstaffed Units, Groups, Branches, and/or Sections (as applicable) they oversee.

The City of Brea's Emergency Management Organization is comprised of the City's departments and agencies and may be expanded to include other stakeholders as necessary.

4.8.1 MANAGEMENT SECTION

In an Incident Command organization, the Management Staff consists of the Director of Emergency Services, an EOC Director, and various special staff positions and/or groups. The Command Staff element (the term "Command" is used in the field; "Management" is used in the EOC) is provided through special staff positions and groups that are specifically designated, report directly to the DES or EOC Director, and are assigned responsibility for key activities that are not a part of the ICS General Staff functional elements. The special staff positions and groups pre-identified for the Brea EOC are: (1) Policy Group, (2) Public Information Officer, (4) Safety Officer, (5) Liaison Officer, and (6) EOC Security Officer and (7) EOC Coordinator.

DIRECTOR OF EMERGENCY SERVICES

The emergency management staff operates from the EOC and is directed by the City Manager, or designee, who serves as the Director of Emergency Services (DES). The DES is responsible to the City Council and Disaster Council per Brea Ordinance 0588. The Director of Emergency Services has the authority to direct all EOC activity and is responsible for the City's overall emergency management policy and coordination.

Responsibilities:

- Serve as the Director of Emergency Services for the City of Brea.

- Make executive decisions based on policies of the City Council.
- Develop and issue rules, regulations, proclamations and orders.
- Establish the appropriate level of organization, and continuously monitor the effectiveness of that organization. Make changes as required.
- Exercise overall management responsibility for the coordination of the response efforts within the affected area. In conjunction with the Management and General Staff, set priorities for response efforts, and ensure that all agency actions are accomplished within the priorities established.
- Ensure that multi-agency or inter-agency coordination is accomplished effectively within the EOC.
- Support and coordinate a multi-agency disaster response including federal, state, regional and outside agency resources.
- With assistance provided by the EOC:
    - Operates communications and warning systems.
    - Provides information and guidance to the public.
    - Maintains information on the status of resources, services, and operations.
    - Identifies and analyzes potential hazards and recommend appropriate countermeasures.
    - Collects, evaluates, and disseminates damage assessment and other essential information.
    - Provides status and other reports to the Orange County Operational Area.

Assignment of Primary Responsibility:

The City Council has appointed the City Manager as the Director of Emergency Services per Brea Ordinance 0588 (City of Brea Emergency Plan).

Position Successors:

A successor to the position of Director of Emergency Services is appointed by the City Council. Should the director be unavailable or unable to serve, the positions listed below, in order, shall act as the Director of Emergency Services. Should these positions be unavailable or unable to serve, the individuals who hold permanent appointments to the following positions in the City will automatically serve as Acting Director in the order shown. The individual who serves as Acting Director shall have the authority and powers of the Director, and will serve until the Director is again able to serve, or until a successor has been appointed by the City Council.

First: **Assistant City Manager**
Second: **Fire Chief**
Third: **Police Chief**
Fourth: **Public Works Director**

POLICY GROUP

Proclaim and/or ratify a local emergency, approve emergency orders and serve as City Officials. Policy issues that may need to be addressed during activation may include; crisis communication issues, declarations, restrictions, contingency funding, donations/ volunteer management, restoration, resource allocation and response and recovery priorities, etc.

The Policy Group will operate from the City Manager's Conference Room to ensure confidentiality during discussions. The Emergency Services Director will ensure communications between the EOC and the Policy Group are maintained throughout the entire activation.

The Director of Emergency Services will consider implications of the disaster and communicate with the Policy Group especially in relation to coordination for response and recovery efforts, and especially legal issues.

Responsibilities:

- Establishes basic policies which govern the manner and means in which the City will respond to an actual and/or perceived disaster.
- Provides support to the Director of Emergency Services (DES).
- Acts as advisors and furnish the Emergency Operations Manager with critical data to view the incident from different perspectives.
- Assists in making executive decisions based on policies of the City Council.
- Assists the DES in the development of rules, regulations, proclamations and orders.

The Policy Group consists of the following members:

- City Manager (Director of Emergency Services)
- Assistant City Manager
- City Attorney
- Risk Manager
- Fire Chief
- Police Chief
- Public Works Director
- Affected Department Heads (as appropriate)

The Director of Emergency Services (City Manager) serves as the Chairperson of the Policy Group.

EOC DIRECTOR

An EOC Director is assigned to the City's Emergency Operations Center as the citywide commander of all emergency response forces. Although the Director of Emergency

Services has legal obligation and ultimate authority to control response operations, it is generally accepted that the EOC Director conceives strategic objectives and response strategies, and implements response measures. The Brea response environment is one built on collaboration, full and complete understanding, and use of a common operating picture. Therefore, the EOC Director is provided advice from the Policy Group and seeks approval/validation for response strategies and objectives through the DES and Policy Group.

Responsibilities

- Report to the Director of Emergency Services for the City of Brea.
- Implement executive decisions based on policies of the Director of Emergency Services and the City Council.
- Establish the appropriate level of the EOC organization, and continuously monitor the effectiveness of that organization.
- Make changes as required.
- Be prepared to form additional branches/groups/units as dictated by the situation
- Exercise overall management responsibility for the coordination of the response efforts within the affected area.
- In conjunction with Management and the General Staff, develop priorities for response efforts, and ensure that all agency actions are accomplished within the priorities established
- Directs all other departments and city resources in a disaster operation.
- Approves the EOC Action Plan and ensures all requests for action are completed.
- Ensure that multi-agency or inter-agency coordination is accomplished effectively within the EOC.
- Coordinate with Agency Representatives assigned to the EOC and handle requests from other agencies for sending liaison personnel to other EOCs
- Support and coordinate a multi-agency disaster response including federal, state, regional and outside agency resources.

Assignment of Primary Responsibility:

The type of incident will determine whether staffing for the position of EOC Director will be the Fire Chief, Police Chief, the Public Works Director, or a Unified Command. The lead city department during a disaster shall be the department normally in charge of the response efforts for the specific incident, such as the Police Department, Fire Department, or Public Works. The figure below identifies which individual(s) has/have primary responsibility for the role of Emergency Operations Manager or serve as joint EOC Directors in a Unified Command in various situations:

EOC Director Assignment

Type of Emergency	EOC Director	Unified Command
Aircraft Accident		Fire Chief/Police Chief
Civil Disturbance	Police Chief	
Earthquake		Fire Chief/Police Chief
Tsunami		Fire Chief/Police Chief
Epidemic/Pandemic	Fire Chief	
Flood/Dam Failure	Fire Chief	
HazMat Incident	Fire Chief	
Industrial Accident	Fire Chief	
Major Oil Spill	Fire Chief	
Radiological Incident	Fire Chief	
Severe Weather	Fire Chief	
State of War	Police Chief	
Storm/Drain/Sewer Discharge		Fire Chief/Public Works Director
Terrorism/Bomb Threat	Police Chief	
Traffic/Transportation Accident	Police Chief	
Urban/Wildland Fire	Fire Chief	
Debris Management		Fire Chief/Police Chief/Public Works Director
Utilities Disruption/ Emergency		Fire Chief/Police Chief/Public Works Director

LIAISON

The Liaison Officer serves as the point of contact for Agency Representatives from assisting organizations and agencies outside the city government structure; aids in coordinating the efforts of these outside agencies to reduce the risk of their operating independently. Any state and/or federal emergency official should contact the field or EOC Liaison Officer to ensure continuity of operations.

Multi-agency or inter-agency coordination is defined as the participation of agencies and disciplines involved at any level of the SEMS organization working together in a coordinated effort to facilitate decisions for overall emergency response activities, including the sharing of critical resources and the prioritization of incidents.

Responsibilities:

- Coordinate with Agency Representatives assigned to the EOC and handle requests from other agencies for sending liaison personnel to other EOCs.

- Function as a central location for incoming Agency Representatives, provide work space and arrange for support as necessary.
- Interact with other sections and branches/groups/units within the EOC to obtain information, assist in coordination and ensure the proper flow of information.
- Ensure that all developed guidelines, directives, action plans and appropriate situation information is disseminated to Agency Representatives.
- Acts as a point of contact for the following types of agencies/external organizations:
    - American Red Cross
    - Businesses
    - Cal OES
    - FEMA
    - Hospitals
    - OC Health Care Agency
    - Orange County Animal Control
    - Orange County Operational Area
    - Salvation Army
    - School Districts Other

Assignment of Primary Responsibility:

Economic Development Manager

PUBLIC INFORMATION OFFICER

Ensure that information support is provided on request; that information released is consistent, accurate, and timely and that appropriate information is provided to all required agencies.

Responsibilities:

- Serve as the dissemination point for all media releases within the affected area. Other agencies wishing to release information to the public should coordinate through the Public Information function.
- Assist the Planning and Intelligence Section with the monitoring and maintenance of the EOC Status boards to ensure timely and consistent information is presented.
- Coordinate as necessary to ensure that the public within the affected area receives complete, accurate, timely, and consistent information about lifesaving procedures, health preservation instructions, emergency status and other information, and relief programs and services. Information released should be posted in the EOC.
- Review and coordinate all related public information and media releases, including dissemination of emergency information to city departments to keep employees apprised of the situation.

- Follow the Joint Information System (JIS) protocols, which include protocols for the Joint Information Center (JIC).
- If an Orange County Operational Area JIC is activated, ensure that the City's public information efforts are coordinated with the JIC as appropriate.

Assignment of Primary Responsibility:

Management Services, Communications and Marketing Manager

EMERGENCY OPERATIONS CENTER (EOC) COORDINATOR

Facilitate the overall functioning of the EOC, coordinate with other agencies and SEMS levels and serve as a resource to the Emergency Services Director and/or the EOC Director.

Serve as the point of contact for Agency Representatives from assisting organizations and agencies outside the city government structure; aid in coordinating the efforts of these outside agencies to reduce the risk of their operating independently. Any state and/or federal emergency official should contact the Liaison Officer to ensure continuity of operations.

Responsibilities:

- Ensures physical set-up for and staffing of support staff in the City EOC.
- Activates a WebEOC® event log if not already done so.
- Works with the Situation and Resource Status Units and other Sections to ensure up-to-date information is posted to WebEOC® and other information sharing boards/systems.
- Manages or assigns someone to manage WebEOC®.
- Directs and coordinates EOC support staff/personnel.
- Interacts with other sections and branches/groups/units within the EOC to obtain information to assist in coordination and ensure the proper flow of information.
- Ensures that the EOC remains administratively functional by coordinating facility needs such as feeding, cleaning, and equipping.
- Coordinates the servicing of or repairs to equipment, systems, and software.
- Restocks supplies.

Assignment of Primary Responsibility:

Emergency Preparedness Coordinator

SAFETY OFFICER

Identify and mitigate safety hazards and situations of potential City liability during EOC operations and ensure a safe working environment in the EOC.

Responsibilities:

- Ensures all emergency response personnel follow and demonstrate appropriate safety precautions during an emergency.
- Ensures that all facilities used in support of EOC operations have healthy and safe operating conditions.
- Ensures that all facilities meet Americans with Disabilities Act (ADA) requirements.
- Identifies hazardous situations associated with the incident.
- Reviews the EOC Action Plan for safety implications and provides safety messages in the EOC Action Plan.
- Exercises emergency authority to stop any activity deemed unsafe and/o prevent unsafe acts.
- Identifies and mitigates safety hazards and situations of potential City liability.
- Investigates accidents that have occurred within the incident area or at sites/facilities supporting response operations.

Assignment of Primary Responsibility:

Fire Marshal

SECURITY OFFICER

Responsibilities:

- Provides 24-hour security for EOC facilities.
- Controls personnel access to facilities in accordance with policies established by the Director of Emergency Services and/or Emergency Operations Manager.
- Checks identification of EOC staff and visitors.
- Manages personnel sign in upon arrival and sign out when leaving the EOC facility.

Assignment of Primary Responsibility:

Brea Police Department Officer

4.8.2 OPERATIONS SECTION

The EOC Operations Section's primary responsibility is to manage the tactical operation of various response elements involved in the disaster/emergency.

The Operations Section is responsible for coordination of all response elements applied to the disaster/emergency. The EOC Operations Section carries out the objectives of the EOC Action Plan and requests additional resources as requested.

OPERATIONS SECTION CHIEF

The Operations Section Chief is responsible for the coordination and support of all incident- related operational activities and the management of the EOC Operations Section. An Ops Chief should be designated for each operational period and should have direct involvement in the preparation of the EOC Action Plan for the corresponding period of responsibility.

Responsibilities:

- Ensure that the EOC Operations Function is carried out, including the coordination of response for all operational functions assigned to the EOC, such as Fire, Law, Medical/Health, Care and Shelter, Public Works and Building and Safety.
- Ensure that operational objectives and assignments identified in the EOC Action Plan are carried out effectively.
- Establish the appropriate level of Unit organization within the EOC Operations Section, continuously monitoring the effectiveness and modifying accordingly.
- Exercise overall responsibility for the coordination of Unit activities within the EOC Operations Section.
- Ensure that the EOC Planning/Intelligence Section is provided with status reports and major incident reports with current information.
- Conduct periodic EOC Operations briefings for the Emergency Services Director as required or requested.
- Overall supervision of the EOC Operations Section.

Assignment of Primary Responsibility:

The EOC Director and the Operations Section Chief should be from the same discipline and agency/department. Since the EOC Director is determined by the type of incident, the Operations Section Chief will also be determined by the type of incident. If it is an aircraft or utilities emergency requiring the establishment of a Unified Command, then the Fire Department will have the lead in staffing this position for an aircraft emergency and the Public Works Department will have the lead for a utility's emergency.

FIRE BRANCH

Coordinate personnel, equipment and resources committed to the fire, field medical, search and rescue and hazardous materials elements of the incident.

Responsibilities:

- Coordinate the prevention, control and suppression of fires and hazardous materials incidents.
- Coordinate the provision of emergency medical care.
- Coordinate and conduct all urban search and rescue operations.
- Implement the portion of the EOC Action Plan appropriate to the Fire Branch.
- Monitors and supports field operations related to:
    - Urban search and rescue
    - Heavy rescue
    - Fire suppression and control
    - Paramedic First-Aid service
    - Hazardous materials incidents
    - Radiological defense services
- Takes overall responsibility for all Fire Department activities.
- Assists in directing tactical forces and resources in addressing multiple fire hazards.
- Supports activities to prevent, control, and suppress fires.
- Assists in directing search and rescue operations.
- Provides and coordinates medical aid and medical transportation.
- Controls and manages hazardous materials incidents.
- Provides and coordinates radiological monitoring.
- Provides logistical support to Fire Departments.
- Maintains lists of available fire services resources from neighboring jurisdictions, other government agencies, and the volunteer and private sectors.
- Ensures the location of, provision of immediate care to, and safe removal of endangered, trapped, injured, and/or isolated persons.
- Coordinates directly with Group Supervisors in the EOC, or with representatives at the Fire Department Operations Center (if it is activated) tasked with staffing Group assignments.
- Ensures that the EOC Action Plan has been distributed and is being followed.

Assignment of Primary Responsibility:

Brea Fire Division Chief

LAW BRANCH

Alert and warn the public, coordinate evacuations, enforce laws and emergency orders, establish safe traffic routes, ensure that security is provided at incident facilities, ensure emergency access control to damaged areas, order and coordinate appropriate mutual aid resources, and assume responsibility for the management of fatalities in the absence of the Orange County Coroner. Necessary units or groups may be activated as needed to carry out these functions.

Responsibilities:

- Coordinate movement and evacuation operations during the disaster.
- Alert and notify the public of the pending or existing emergency.
- Activate any public warning systems.
- Coordinate all law enforcement and traffic control operations during the disaster.
- Ensure the provision of security at incident facilities.
- Coordinate incoming law enforcement mutual aid resources during the emergency.
- Coordinate and assume responsibility as necessary for Fatalities Management in the event the Coroner is delayed in responding.

Assignment of Primary Responsibility:

Brea Police Department, Police Captain

PUBLIC WORKS BRANCH

Coordinate all Public Works operations; maintain public facilities, operating utilities and services, as well as restore those that are damaged or destroyed; assist other functions with traffic issues, search and rescue, transportation, etc. as needed. Necessary units or groups may be activated as needed to carry out these functions.

Responsibility:

- Receive and process all field resource requests for Public Works resources. Coordinate those requests internally and externally as necessary to make sure there are no duplicate orders.
- Coordinate with the EOC Logistics Section on the acquisition of all resources and support supplies, transportation, materials and equipment.
- Determine the need for and location of general staging areas for unassigned resources.
- Coordinate with the Facilities Unit of the EOC Logistics Section and participate in any action planning meetings pertaining to the establishment of additional locations.
- Report and obtain all gas and power utility damage reports. Coordinate and prioritize response activities.
- Prioritize the allocation of resources to individual incidents. Monitor resource assignments. Adjust assignments based on requirements.
- As needed, provide for the procurement and distribution of potable water supplies.

SHELTER BRANCH

Provide care and shelter for disaster victims and coordinate efforts with the American Red Cross and other volunteer agencies.

Responsibilities:

- Identify the care and shelter needs of the community.
- Work with the Orange County Chapter of the American Red Cross to establish shelters as required.
- Coordinate with the American Red Cross and other emergency welfare agencies to identify, set up, staff and maintain evacuation centers and mass care facilities for disaster victims.
- Via the media/social media, encourage residents to go to the shelter nearest their residence (through the PIO).
- Coordinate Animal Care issues.

Assignment of Primary Responsibility:

Community Services Manager

DISPATCH GROUP

Monitoring communications via the 9-1-1 Dispatch Center for trends and impact to field responders. Assist EOC staff in developing priorities, responding to situations, and obtaining resources as dictated by the situation.

Responsibilities:

- Monitor and coordinate all City radio traffic – Fire, Law, Public Works, Building and Safety.
- Respond to 9-1-1 requests for assistance via telephone. Dispatch emergency response units as available.
- Answer calls from the public on non-emergency Dispatch phone lines. Respond and route as appropriate.
- Distribute messages, information and intelligence received via radio or other electronic means to appropriate EOC and field staff.
- Identify patterns in calls to the 9-1-1 Dispatch Center.

Assignment of Primary Responsibility:

Dispatch Supervisor

4.8.3 PLANNING & INTELLIGENCE SECTION

The EOC Planning/Intelligence Section's primary responsibility is to collect, evaluate, display and disseminate incident information and status of resources. This Section functions as the primary support for decision-making to the overall emergency organization. This Section also provides anticipatory appraisals and develops plans

necessary to cope with changing field events. During a disaster/emergency, other department heads will advise the EOC Planning/Intelligence Chief on various courses of action from their departmental level perspective.

The EOC Planning/Intelligence Section is responsible for overall supervision of collecting, verifying and analyzing, and displaying situation information; preparing periodic situation reports; preparing and distributing the City EOC Action Plan and facilitating the action planning meeting; conducting recovery and advanced planning activities; providing technical support services to the various EOC sections and units, and documenting and maintaining files on all EOC activities.

The information gathered needs to be reported in an expeditious manner to the various EOC sections, City departments and the Orange County Operational Area. The EOC Planning/Intelligence Section is also responsible for the detailed recording of the response effort and the preservation of these records during and following the disaster.

PLANNING/INTELLIGENCE SECTION CHIEF

Collect, evaluate, forecast, formulate, disseminate and use of information about the development of the incident and status of resources.

Responsibilities:

Ensure that the Planning/Intelligence function is performed consistent with SEMS Guidelines, including:

- Collecting, analyzing and displaying situation information.
- Preparing periodic situation reports.
- Initiating and documenting the EOC Action Plan and After-Action Report.
- Planning for long term response and advanced planning.
- Planning for demobilization.
- Providing Geographic Information Services and other technical support services to the various organizational elements within the EOC.
- Establish the appropriate level of organization within the Section, and continuously monitor the effectiveness of that organization. Make changes as required.
- Exercise overall responsibility for the coordination of branch/group/unit activities within the Section.
- Report to the Emergency Services Director on all matters pertaining to Section activities.

Assignment of Primary Responsibility:

The EOC Director and EOC Planning/Intelligence Section Chief would ideally be from the same discipline and agency/department. Since the EOC Director is determined by the type of incident, the Planning/Intelligence Section Chief should also be determined by the

type of incident. If it is an aircraft or utilities emergency requiring the establishment of a Unified Command, then the Fire Department will have the lead in staffing this position for an aircraft emergency and the Public Works Department will have the lead for a utility emergency.

DOCUMENTATION UNIT

Compile and distribute the City's EOC Action Plans and After-Action Reports; maintain accurate and complete incident files; establish and operate an EOC Message Center; provide copying services to EOC personnel and preserve incident files for legal, analytical and historical purposes.

Responsibilities:

- Maintain an accurate and complete record of significant disaster events.
- Assist other parts of the EOC organization in setting up and maintaining files, journals, and special reports.
- Collect and organize all written forms, logs, journals, and reports at completion of each shift from all sections.
- Establish and operate a Message Center at the EOC, and assign appropriate internal and external message routing.
- Provide documentation and copying services to EOC staff.
- Maintain and preserve disaster/emergency files for legal, analytical, and historical purposes.
- Compile, copy and distribute the EOC Action Plans as directed by the Section Chiefs.
- Compile, copy and distribute the After-Action Report with input from other sections/units.
- Assists in financial recovery/maintains official records and reports.

Assignment of Primary Responsibility:

City Clerk

SITUATION STATUS UNIT (SITSTAT UNIT)

Collect and organize incident status and situation information and evaluate, analyze, and display information for use by EOC staff.

- Provide current situation assessments based on analysis of information received from a variety of sources and reports.

- Develop situation reports for dissemination to EOC Planning/Intelligence Section Chief, Emergency Services Director and other section Chief's to initiate the action planning process.
- Transmit approved reports to the Orange County Operational Area.
- Develop and maintain current maps and other displays (locations and types of incidents).
- Assess, verify and prioritize situation information into situation intelligence briefings and situation status reports.
- Seek from any verifiable source available information that may be useful in the development of current situation assessments of the affected area.
- Evaluate the content of all-incoming field situation and major incident reports. Provide incoming intelligence information directly to appropriate EOC Sections, summarize, and provide current information on centralized maps and displays.
- Monitor and ensure the orderly flow of disaster intelligence information within the EOC.

Assignment of Primary Responsibility:

Community Development Analyst

RESOURCE STATUS UNIT

The Resource Status Unit Leader is responsible for tracking the location and status of all resources acquired by the EOC. The Resource Status Unit Leader provides situational awareness to EOC staff on acquired resources by keeping a master list of all resources en route or committed to emergency operations. They will coordinate with the Situation Status Unit for updating status boards to reflect changing resource status, and with the Operations and Logistics Sections to review resource requests/procurements to avoid duplication of effort.

Responsibilities:

- Verifying proper check-in and check-out of personnel.
- Preparing and maintaining displays, charts, and lists reflecting current status and location of personnel, critical resources, transportation, and support equipment.
- Maintaining a master list of resources assigned to the incident.
- Physical resources consist of personnel, teams, facilities, supplies, and major items of equipment available for assignment to or employment during incidents.
- Makes certain that all assigned personnel and other resources have checked in at the incident.
- Posts personnel status information.
- Maintains a system for tracking the current location and status of all assigned resources.
- Prepares and processes resource status change information.

- Prepares and maintains displays, charts, and lists which reflect the current location and status of resources.
- Establishes contact with facilities by telephone or through a Communications Center.
- Prepares Organization Assignment List and Organization Chart.
- Reports on current status of injured personnel, damaged response structures, and/or resources, etc.
- Provides guidance relative to the collection and reporting of resources needed and being used in an incident.

Assignment of Primary Responsibility:

Police Lieutenant

SAFETY ASSESSMENT UNIT

Responsibilities:

- Collect safety/damage assessment information from the EOC Operations Section and other verifiable sources and prepare appropriate reports.
- Provide safety/damage assessment information to the EOC Planning/Intelligence Section Chief.
- Coordinate with the Building and Safety Branch of the EOC Operations Section for exchange of information.
- Coordinate with Orange County Public Works Inspection Division representative when assigned to the City.
- Utilize the Orange County Operational Area safety/damage assessment procedures and forms.
- Compiles and reports on total financial, human, and infrastructure damage.

Assignment of Primary Responsibility:

Building/Safety Manager

RECOVERY/ADVANCED PLANNING UNIT

Ensure that the City of Brea receives all emergency assistance and disaster recovery costs for which it is eligible; conduct all advanced planning for long term operations and initial recovery operations and prepare the EOC organization for transition to a recovery operations organization to restore the City to pre-disaster conditions as quickly and effectively as possible.

Responsibilities:

- Ensure that the City of Brea is prepared to participate jointly with FEMA, Cal OES, Orange County Operational Area and non-profit organizations to expedite disaster assistance for individuals, families, businesses, public entities and others entitled to disaster assistance.
- Ensure that required and/or approved mitigation measures are carried out.
- Consider taking advantage of disaster-caused opportunities to correct past poor land- use practices, while ensuring that legal safeguards for property owners and the jurisdiction are observed.
- Considers the needs of citizens, particularly the disabled and/or those with special needs, in developing recovery strategies.

Assignment of Primary Responsibility:

City Planner

TECHNICAL SPECIALISTS/TECHNICAL SPECIALISTS UNIT

Technical Specialists are advisors with special skills and are activated only when needed. Specialists may serve anywhere within the organization, including the Management Staff. No minimum qualifications are prescribed, as technical specialists normally perform the same duties during an incident that they perform in their everyday jobs, and they are typically specially certified in their fields or professions.

Technical specialists assigned to the Planning Section may report directly to its Chief, may report to any function in an existing unit, or may form a separate unit within the Planning Section, depending on the requirements of the incident and the needs of the Section Chief. Technical specialists may also be assigned to other parts of the organization (e.g., to the Operations Section to assist with tactical matters or to the Finance/Administration Section to assist with fiscal matters). Generally, if the expertise is needed for only a short period and normally involves only one individual, that individual should be assigned to the Situation Unit. If the expertise will be required on a long-term basis and may require several personnel, it is advisable to establish a separate Technical Specialist Unit in the Planning Section.

Responsibilities:

- Provides technical expertise to the EOC Planning/Intelligence Section and others as required.

- Provides support specific to a field or function not addressed elsewhere or by any other discipline in the EOC.

Assignment of Primary Responsibility:

IT Staff

DEMOBILIZATION UNIT

Responsibilities:

- Properly "checks out" and "releases" personnel assigned to the incident.
- Ensures safety inspections have been completed for all vehicles assigned to an incident.
- Develops an Incident Demobilization Plan that includes specific instructions for all personnel and resources that will require demobilization.
- Creates rosters of personnel and resources and obtains any missing information during the check- in process to identify gaps/concerns early on.
- Develops incident check-out procedures.
- Coordinates Demobilization with Agency Representatives.

Assignment of Primary Responsibility:

Police Lieutenant

4.8.4 LOGISTICS SECTION

The Logistics Section provides support to all the other sections within the Brea Emergency Organization for the duration of the incident. Any personnel, equipment, supplies, or services required by the other sections will be ordered through the EOC Logistics Section.

The EOC Logistics Section's primary responsibility is to provide all necessary personnel, supplies, equipment, support, transportation, and mobilization of resources to support the response effort at the disaster sites, public shelters, EOC, etc. Methods for obtaining and using facilities, equipment, supplies, services, and other resources to support emergency response at all operational sites during emergency/disaster conditions will be according to established Disaster Accounting procedures developed by the Finance/Administration Section in the EOC, unless authorized by the Emergency Services Director or emergency orders of the City Council. Due to the need to closely coordinate with the Finance Section, it is highly desired that the Logistics and Finance Sections are co-located in the EOC.

The Logistics Section can be divided into two Branches – Service and Support – that are managed by Branch Directors. When activated, these Branch Directors work under the supervision of the Logistics Section Chief, and are responsible for the management of all

service and support activities in the EOC and supporting the incident. The Service Branch Director supervises the operations of the Communications and Food Units. The Support Branch Director supervises the operations of the Transportation, Supply, and Facilities Units. The primary responsibilities of the Branch Directors are to determine the level of service required to support operations, organize and prepare assignments for Branch personnel, coordinate activities of Branch Units, and resolve Branch problems. If there is not a need to activate the Branch Director level positions, the Logistics Section Chief would be responsible to supervise the Branch Units as required.

LOGISTICS SECTION CHIEF

Support the response effort and oversee the acquisition, transportation, and mobilization of resources. Identify and mitigate safety hazards and situations of potential City liability during EOC operations and ensure a safe working environment in the EOC.

Ensure the logistics function is carried out consistent with SEMS guidelines.

Responsibilities:

- Managing all radio, data and telephone needs of the EOC.
- Coordinating transportation needs, issues and the Traffic Plan.
- Managing personnel issues and registering volunteers as Disaster Services Workers.
- Obtaining all materials, equipment and supplies to support emergency operations.
- Coordinating management of facilities used during disaster response and recovery.
- Establish the appropriate level of organization within the Section, and continuously monitor the effectiveness of that organization. Make changes as required.
- Exercise overall responsibility for the coordination of branch/group/unit activities within the Section.
- Coordinate the provision of logistical support for the EOC.
- Coordinate activities with the Finance Section.
- Manage the collection and disbursement of donations.
- Report to the Emergency Services Director on all matters pertaining to Section activities.
- Ensure that all facilities used in support of EOC operations have safe operating conditions.
- Monitor all EOC and related facility activities to ensure that they are being conducted in as safe a manner as possible under the circumstances that exist.
- Stop or modify all unsafe operations.
- Ensure for the security of the EOC, the EOC personnel and adjacent parking areas.

Assignment of Primary Responsibility:

Public Works Staff

SERVICES- COMMUNICATIONS UNIT

Manage all radio, data, and telephone needs of the EOC staff. Establish and manage all necessary computer support to the EOC staff and field units.

Responsibilities:

- Notify support agencies and oversee the installation, activation and maintenance of all radio, data and telephone communications services inside of the EOC and between the EOC and outside agencies.
- Determine the appropriate placement of all public safety pac sets brought to the EOC to support operations. Approve all radio frequencies to minimize interference conditions.
- Provide necessary communication system operators, and ensure effective continuous 24-hour operation of all communications services.
- Copy and log incoming radio, data and telephone reports on situation reports, major incident reports, resource requests, and general messages.
- Make special assignment of radio, data, and telephone services as directed by the Emergency Services Director.

Assignment of Primary Responsibility:

IT Manager

SERVICES- FOOD UNIT

The Food Unit is responsible for supplying the food needs for the entire incident, including the EOC and all remote locations (e.g., Staging Areas), as well as providing food for personnel unable to leave tactical field assignments.

Responsibilities:

- Determine food and water requirements.
- Determine the method of feeding to best fit each facility or situation.
- Obtain necessary equipment and supplies and establish cooking facilities.
- Ensure that well-balanced menus are provided.
- Order sufficient food and potable water from the Supply Unit.
- Maintain an inventory of food and water.
- Maintain food service areas, ensuring that all appropriate health and safety measures are being followed.
- Supervise caterers, cooks, and other Food Unit personnel as appropriate.

Assignment of Primary Responsibility:

Community Services Supervisor

SUPPORT- FACILITIES/GROUND SUPPORT UNIT

Ensure that adequate facilities are provided for the response effort, including securing access to the facility and providing staff, furniture, supplies, and materials necessary to configure the facility in a manner adequate to accomplish the mission.

Responsibilities:

- Coordinate and oversee the management of and support to the EOC and other essential facilities and sites used during disaster operations.
- Coordinate with other EOC branches/groups/units for support required for facilities.
- Support activities for restoration of disrupted services and utilities to facilities.
- Coordinate with EOC Finance/Administration Section on any claims or fiscal matters relating to facilities' operations.
- Close out each facility when no longer needed.

Assignment of Primary Responsibility:

Public Works Manager

SUPPORT- TRANSPORTATION UNIT

The Transportation Unit is responsible for transportation of emergency personnel, food, equipment, and supplies, as well as coordinates and implements the Traffic Plan. This position also supports out-of-service resources and the fueling, service, maintenance, and repair of vehicles and other ground support equipment.

Responsibilities:

- Develop and implement the Traffic Plan.
- Support out-of-service resources.
- Notify the Resources Unit of all status changes on support and transportation vehicles.
- Arrange for and activate fueling, maintenance, and repair of ground resources.
- Maintain Support Vehicle Inventory and transportation vehicles.
- Provide transportation services, in accordance with requests from the Support Branch Director or the Logistics Section Chief.
- Collect use information on rented equipment.
- Requisition maintenance and repair supplies (e.g., fuel, spare parts).
- Maintain incident roads.

Assignment of Primary Responsibility:

Public Works Fleet Manager

SUPPORT- PERSONNEL/VOLUNTEER UNIT

Receive and process all incoming requests for personnel and volunteer support. Register volunteers as Disaster Service Workers.

Responsibilities:

- Oversees the operations of the Human Resources Unit and coordinates with the Logistics Section Chief.
- Provides additional personnel for response and recovery operations, as requested.
- Manages personnel issues and sets personnel policies during emergency situations.
- Ensures that emergency personnel (including volunteers) are properly credentialed and skilled/trained for their intended assignments.
- Oversees communications, coordination, mobilization and use of volunteers.

Assignment of Primary Responsibility:

Human Resources Manager

SUPPORT- SUPPLY UNIT

Obtain all non-fire and non-law enforcement mutual aid material, equipment, and supplies to support emergency operations and arrange for delivery of those resources.

Responsibilities:

- Coordinate and oversee the procurement, allocation and distribution of resources not normally obtained through existing mutual aid sources, such as food, potable water, petroleum fuels, heavy and special equipment and other supplies and consumables.
- Maintain records to ensure a complete accounting of supplies procured and monies expended.

Assignment of Primary Responsibility:

Public Works Staff

4.8.5 FINANCE/ADMINISTRATION SECTION

The EOC Finance/Administration Section's primary responsibility is to maintain to the greatest extent possible the financial systems necessary to keep the City functioning during a disaster/emergency. These systems include:

- Payroll Payments Revenue collection
- Claim processing
- Cost recovery documentation

- Revenue Collection
- Documentation, Timekeeping and Cost Tracking

The Section also supervises the negotiation and administration of vendor and supply contracts and procedures.

The extent of the disaster/emergency will determine the extent to which the EOC Finance/ Administration Section will mobilize. In a low-level emergency, only part of the section will mobilize. In a wide-spread disaster that damages communications and systems, the entire section will mobilize. Due to the need to closely coordinate with the Logistics Section, it is highly desired that the Finance and Logistics Sections are co-located in the EOC.

The EOC Finance/Administration Section acts in a support role in all disasters to ensure that required records are preserved for future use and CalOES and FEMA requirements through maintenance of proper and accurate documentation of all actions taken.

FINANCE/ADMINISTRATION SECTION CHIEF

Supervise the financial support, response, and recovery for the disaster/emergency; ensure that the payroll and revenue collection process continue and activate the Disaster Accounting System.

Responsibilities:

- Implementing a Disaster Accounting System.
- Maintaining financial records of the emergency.
- Tracking and recording of all agency staff time.
- Processing purchase orders and contracts in coordination with EOC Logistics Section.
- Processing worker's compensation claims received at the EOC.
- Handling travel and expense claims.
- Providing administrative support to the EOC.

Assignment of Primary Responsibility:

Brea Administrative Services Director

COST RECOVERY DOCUMENTATION UNIT

Maintain the Disaster Accounting System and procedures to capture and document costs relating to a disaster/emergency in coordination with other sections and departments; act as liaison with the disaster assistance agencies and coordinate the recovery of costs as

allowed by law and maintain records in such a manner that will pass audit. The Cost Recovery Unit should be activated at the onset of any disaster/emergency. Accurate and timely documentation is essential to financial recovery.

Assignment of Primary Responsibility:

Senior Accountant

TIME KEEPING UNIT

Track hours worked by paid personnel, volunteers, contract labor, mutual aid and all others and ensure that daily personnel time recording documents are prepared and compliance to agency's time policy is being met. Ensure that time and equipment use records identify scope of work and site-specific work location consistent with initial safety/damage assessment records, sites and Damage Survey Reports (DSRs).

Responsibilities:

- Track, record and report staff time for all personnel/volunteers working at the emergency/disaster.
- Establish and maintain a file for all personnel working at the emergency/disaster.
- Ensure that daily personnel time recording documents are prepared and are compliant with specific City, Cal OES, and FEMA time recording policies.
- Track, record, and report equipment uses and time.

Assignment of Primary Responsibility:

Senior Accountant

PROCUREMENT UNIT

Administration of all financial matters pertaining to purchases, vendor contracts, leases, fiscal agreements, and tracking expenditures. Identify sources of expendable materials and equipment, prepare and sign equipment rental agreements, and process all administrative paperwork associated with equipment rental and supply contracts, including incoming and outgoing mutual aid resources. Ensure that all records identify scope of work and site- specific work location.

Responsibilities:

- Identify sources for equipment, expendable materials and resources.
- Manage all equipment rental agreements.

- Initiate vendor contracts associated with EOC activities within purchase authority limits established by City Council or Emergency Services Director.
- Process all administrative paperwork associated with equipment rental and supply contracts.

Assignment of Primary Responsibility:

Purchasing Agent

COMPENSATION & CLAIMS UNIT

Manage the investigation and compensation of physical injuries and property damage claims involving the City of Brea arising out of an emergency/disaster, including completing all forms required by worker's compensations programs and local agencies, maintaining a file of injuries and illnesses associated with the incident, providing investigative support of claims, and issuing checks upon settlement of claims.

Responsibilities:

- Accept as agent for the City of Brea claims resulting from an emergency/disaster.
- Collects information for all forms required by Workers Compensation and local agencies.
- Maintain a file of injuries and illness associated with the personnel activity at the EOC and maintains a file of written witness statements on injuries.
- Manage and direct all compensation for injury specialists and claims specialists assigned to the emergency/disaster.
- Provide investigative support in areas of claims for bodily injury and property damage compensation presented to the City of Brea.

Assignment of Primary Responsibility:

Senior Human Resources Analyst

COST ANLYSIS UNIT

Provide cost analysis data for the incident to help the planning and recovery efforts. Ensure that all pieces of equipment and personnel that require payment are properly identified; obtain and record all cost data; analyze and prepare estimates of incident costs and maintain accurate records of incident costs.

The Cost Analysis Unit will be increasingly tasked to support the planning function in terms of cost estimates of resources used. The Unit must maintain accurate information on the actual costs for the use of all assigned resources.

Responsibilities:

- Provide all cost analysis activity associated with EOC operation.
- Obtain and record all cost data for the emergency/disaster.
- Ensure the proper identification of all equipment and personnel requiring payment.
- Analyze and prepare estimates of EOC costs.
- Maintain accurate record of EOC costs.

Assignment of Primary Responsibility:

Management Analyst

4.9 EOC PUBLIC INFORMATION COORDINATION

4.9.1 SUMMARY- PUBLIC INFORMATION DIVISION

(Pre-incident Protocol)

- The City of Brea Communications & Marketing and Public Information Office, a division of Management Services, has the primary responsibility for the dissemination of information to the public, media, partner agencies and other stakeholders. The Public Information Officer (PIO) assesses the need for communication on a particular topic and/or as assigned by the City Manager. The PIO researches, designs, writes and executes the communication strategy using a variety of distribution methods as applicable.
- The PIO is the official Webmaster for the City of Brea website (cityofbrea.gov) along with the Information Technology Manager. The PIO and designees are responsible for overseeing the content, design, photography, video and all other aspects of the website. The PIO may approve or deny submissions from other departments based on Website Policy and Public Information protocol, and CMS compatibility.
- The goal of the division is to consistently provide professional, widely-accessible, accurate, proactive, timely, and transparent information via multi communication channels in order to educate and increase awareness of city business and activities. Additionally, Communications and Marketing Division personnel consults the City Council, City Manager and Directors in regard to communication issues, makes recommendations, develops a plan and executes communication strategies.
- To reach the entire Brea community, as necessary, information is translated in Spanish and Korean languages.

4.9.2 THE PUBLIC INFORMATION COMMUNICATIONS TEAM

The Public Information Officer (PIO) reports directly to the City Manager. The PIO manages the Communications Team, which consists of:

- Management Analyst (Assistant PIO; Bilingual)
- Senior Media Services Specialist (Graphics)
- Senior Media Services Specialist (Audio Visual; Videographer)
- Media Specialist (PIO and AV Support/Social Media)

- The City Manager is the official spokesperson for the City, with support from the Public Information Office and/or designees.
- In the event of an emergency incident, this team is expanded with personnel from other divisions in Management Services. In a prolonged emergency incident, personnel from other departments may be utilized in a role suitable to their training.
- The Brea Police Department and the Brea Fire Department have assigned sworn personnel to serve as PIOs for their departments, in the field during an incident and during routine department business. During multi-agency events, the City PIO, Fire PIO, Police PIO, and partner agencies coordinate to ensure unified and consistent messaging.
- City Departments have assigned personnel to manage targeted social media platform to support routine department business.

4.9.3 ESTABLISHED COMMUNICATION DISTRIBUTION METHODS

- City of Brea's website: cityofbrea.gov
  - "Notify Me" e-mail subscription module
  - Emergency Alert notification module
- Live and on-demand streaming
- Brea Line (Official city newsletter, quarterly)
- Social Media (Twitter, Facebook, Instagram and You Tube)
- Marquee/Reader board (Routine Purpose: Cultural Arts Messaging. In an emergency, the reader board would be commandeered for emergency messaging.
- BCC Visix (Routine Purpose: Promote City activities to BCC participants. In an emergency, the Visix may be used for emergency messaging to participants and/or evacuees sheltering that the BCC-Designated Red Cross Shelter.)
- Media Relations-E-mail/Digital news releases
- Video (Breatv streaming app, You-Tube Channel)
- "Brea Talks" Podcast
- Government Access Channel (24/7)
- Live and streamed content
- Digital Bulletin Board (Brea TV)
- Direct Mailing
- Advertising (Print, Digital)
- Alert OC (Emergency Incidents Only)
- Information Line: (714) 990-7732 (Routine Purpose: Carbon Canyon Rd messages. In an Emergency, the phone line may be used for emergency messaging.)

4.9.4 PRIMARY COMMUNICATION TARGET GROUPS

Internal

- City Manager
- City Management
- Employees
- City Council
- City Commissions & Committees

External

- Brea Residents
- Brea Businesses
- Media Outlets
- Brea Service Groups and Not-for-Profit Organizations
- Brea Chamber of Commerce
- Brea Olinda School District
- Private Schools
- Major Employers
- Regional Elected Officials and Stakeholders

Emergency Incident

Depending on the nature of the emergency, part or all of these groups may be targeted with general or customized communication.

In an emergency, additional groups would be included in the outreach, including:

- Orange County Operational Area
- County-wide Public Safety Agencies
- Hospitals
- Shelters/Evacuees/Victims
- Brea CERT

4.9.5 EMERGENCY OPERATIONS CENTER ACTIVATION

During an EOC evacuation, all information shall be funneled through the PIO. The PIO shall work with the Incident Commander, or designee in order to gather, verify and disseminate information following established Public Information Protocol and using communication distribution methods, as applicable.

A comprehensive emergency Public Information Program provides information to help reduce deaths, injuries, and property damage, as well as providing long-term public education about disaster and hazard awareness. This information must be coordinated and integrated across all jurisdictions, agencies, and organizations involved in the

emergency preparedness, response, and recovery effort, including private-sector companies and nongovernmental organizations.

All other informal communication assignments and activities will be suspended in regard to the emergency incident, unless directed by the PIO, or EOC Director. The PIO is responsible to ensure that communications support is provided on request; that information released is consistent, accurate, and timely and that appropriate information is provided to all required agencies.

The Emergency Public Information function may, based on conditions and/or activation levels require expansion. The incident may dictate a need for a Joint information Center (JIC) to be established regionally through the EOC Operation Area. In this case, the JIC would be established to coordinate critical emergency information, crisis communications, and public affairs functions throughout the County and/or area of impact. The Joint Information Center would then be central point of contact for all news media.

Field personnel should be in contact with the EOC to provide information so that EOC personnel may handle requests and provide appropriate communication outreach and support. It is essential that all information be properly verified and vetted prior to its release.

Initial Communication Phase

- Check in the EOC Director; identify EOC briefing schedule
- Collect incident information; verify; identify rumors.
- Determine Public Information staffing needed.
- Determine the communication response. (Timely and accurate facts.)
- Coordinate interviews as applicable.
- Track information, responses and contacts.
- Maintain contact with the Operational Area. Post incident, changes and requests on WebEOC.
- Provide emergency courses of action, including how and where to get more information.
- Coordinate with other response groups and agencies. Keep employees informed, as they will be fielding public questions. Instruct employees on appropriate responses.
- Anticipate situations and problems and develop a communication response.
- Follow all Public Information Protocol.

“Maintenance” Phase

- This phase is generally when the incident is contained and the intensity of the crisis begins to subside. It is important to stay consistent on messaging and continue to

communicate regularly with all of the established groups. Stay on top of the information flow.

- The content of the messaging may change to general education messages, potential health and safety recommendations. Other topics may include:
  - Recovery Plans
  - Services
  - Transportation
- Public questions, rumors and criticism of the response and communication outreach may arise during this time as the crisis begins to diminish. Remain professional and provide timely, factual responses without being defensive. Keep the City Manager informed.
- Monitor social media.

Post Incident

- Debrief
- Evaluate effectiveness of the Emergency Public Information protocol and make recommendations as applicable.
- Deactivate EOC Public Information function; Report deactivation on WebEOC.
- Continue messaging. Content of communication will change:
  - Public awareness instruction re: recovery plans
  - How to access financial/social services, health services assistance if applicable.
  - Building and safety information, as applicable.
  - Emergency Preparedness Information.
  - Response to public, media, elected officials and employee questions
  - Promote the activities and capabilities of the organization; the response and recovery. Help reinforce the values of the organization and its mission to provide excellent public service.
  - Train, re-train staff as necessary.

4.10 EOC DEACTIVATION

The individual acting as Director of Emergency Services or EOC Director during the incident has the authority to determine when it is appropriate to deactivate the EOC.

The duration of an EOC activation is unknown. For pre-planned events or smaller incidents with few recovery concerns the activation might be limited to days or even hours. Following significant emergencies (e.g., a major earthquake) the EOC may be activated for months and potentially a year or longer as operations shift from response to supporting long-term recovery of the community.

Following smaller incidents, deactivation of the EOC will typically take place after on-scene incident management activities have ceased, when it is determined that on-scene personnel have the incident fully contained and there is limited or no possibility of escalation, or when the incident has become small and specific enough that a single

Department Operations Center can manage the incident alone. In either case, the Director of Emergency Services and/or EOC Director in consultation with the Policy Group will determine the appropriate time to deactivate the EOC.

Once the decision has been made to deactivate the EOC, ramping it down will occur in a phased process. Depending on the magnitude of the incident and the associated response, this phased process may be implemented over months, days, hours, or even minutes. The precise timing of each phase will be determined by the Director of Emergency Services or EOC Director. The five phases are as follows:

1. **Operations Section:** The Operations Section will typically be the first to deactivate and tactical teams and field personnel should account for equipment and emergency workers and then return to their home bases. Demobilization of field personnel will typically take place on a first in/first out basis. The specifics of this demobilization will be determined by the Operations Section Chief and on-scene Command in accordance with the Demobilization Plan developed by the Planning Section/Demobilization Unit.

2. **Logistics Section:** The Logistics Section will support the Operations Section's deactivation. It will begin closing down facilities and reclaiming or disposing of resources that were used to support emergency workers (e.g., feeding locations, lodging, sanitation, etc.). It will also assist in accounting for resources, determining their status, returning or disposing of response resources, and reporting status, costs, and losses to the Finance/Administration Section.

3. **Planning Section:** Following the deactivation of the Operations and Logistics Sections without incident, the planning section will cease operations. The Planning Section remains active while the Operations and Logistics Sections deactivate in case complications with field demobilization or resource management arise that might need to be addressed strategically. In addition, the Planning Section/Demobilization Unit is responsible for developing the demobilization plan that is being used by the Operations and Logistics Sections. Should questions arise or revised strategies be needed, the Planning Section will be available during this critical time.

4. **Finance/Administration Section**: The Finance and Administration Section is the last General Staff functional element to cease operations because it is responsible for gathering all documentation related to the incident, identifying all associated costs (including demobilization costs), and leading cost recovery efforts. It may sometimes take considerable time to ensure all appropriate documentation is gathered from the other sections and to validate costs. Furthermore, complete accountability for the operation cannot be determined until all other sections have fully deactivated. This function may transition to the Emergency Preparedness Coordinator and City Finance Department after the incident period has ended.

5. **Management Function:** Because the Director of Emergency Services and EOC Director are accountable for all emergency management activities – from start to finish – the Management function is the last to deactivate. At any time throughout the deactivation process, the DES and/or EOC Director may choose to dismiss elements of the Management Function (e.g., Policy Group, Liaison Officer, etc.), however, one of the command positions (DES or EOC Director) must be maintained to ensure all activities are fully and successfully executed and then terminated. The DES or EOC Director will typically receive a debriefing from the Section Chiefs as they cease operations. Once the last Chief has reported out and the DES or EOC Director is confident that operations are terminated and all things are accounted for, then official operational termination/deactivation may result.

As individuals are released from the EOC, they will perform the following activities in accordance with the SEMS' Generic Demobilization Phase Checklist:

- Close out logs and log out of WebEOC® when authorized by the EOC Director or an appropriate supervisor.
- Complete all required forms, reports, and other documentation. Submit all forms and logs to the Planning/Intelligence Section Documentation Unit, as appropriate, prior to departure.
- Be prepared to provide input to the after-action report.
- Clean up work area before leaving.
- Leave a forwarding phone number with the EOC Coordinator as necessary.
- Notify other appropriate organizations of the deactivation.
- Ensure that any open actions not yet completed will be handled after deactivation.
- Proclaim termination of the position/organizational element (e.g., Unit, Branch, etc.) and resume normal agency operations.

Following an EOC activation and deactivation, the Emergency Preparedness Coordinator will be responsible for restoring the City EOC to a state of readiness. This may include:

- Coordinating cleaning services
- Servicing equipment or coordinating repairs
- Restocking supplies
- Reorganizing/rearranging furniture or other resource

CHAPTER 5 – RECOVERY OPERATIONS

5.1 INTRODUCTION

Recovery refers to those measures undertaken by an entity following a disaster that will return existence back to normal, or at least as normal as possible within a given time period. Effective recovery consists of a complex array of interdependent and coordinated actions. Recovery operations are divided into three phases; short term, mid-term and long term.

5.2 PHASES OF RECOVERY

5.2.1 SHORT-TERM (A FEW DAYS TO SIX MONTHS)

Short-term recovery is associated with periods ranging from a few days to approximately six months after a disaster. Activities include rapid damage assessment, debris removal, temporary relocation of residents and businesses, immediate restoration of services, temporary financial relief to disaster victims, immediate abatement of extreme hazards, and crisis counseling to disaster victims. The restoration of infrastructure is also one of the highest priorities because it impacts many other elements of the recovery. In particular, focus should be placed on the restoration of:

- Electric power
- Communications
- Water and sewer
- Facilities designated as critical or essential to the City
- High impact areas and special districts, schools, and hospitals
- Economic and social systems of the community

Since these restoration activities will have been initiated during the response phase, continued coordination into the recovery phase is necessary to follow-though with high priority areas for service resumption.

5.2.2 MID-TERM (SIX MONTHS TO TWO YEARS)

In the mid-term phase of recovery, the most vital services have been restored, but life may not be characterized as "back to normal." This period, which ranges from months to two years, may be characterized by the following:

- Large numbers of displaced persons may still be living in temporary housing.
- Businesses are once again open, but they may be operating from temporary facilities.
- Transportation arteries may be open, but they are not fully restored.
- Government, private and non-profit sectors, and individuals may have applied for grants and loans but have not received the money.

Behavioral health services become paramount during this time since disaster victims experience the stresses related to coping with the ongoing disaster effects.

5.2.3 LONG-TERM (TWO TO TEN YEARS OR LONGER)

Long term recovery and reconstruction takes many months to many years to accomplish. Tasks may involve the following:

- Reconstruction of damaged buildings
- Permanent re-establishment of public, private, and non-profit services
- Economic rebound
- Long-range planning for hazard mitigation and land use
- Treatment of physical and psychological injuries

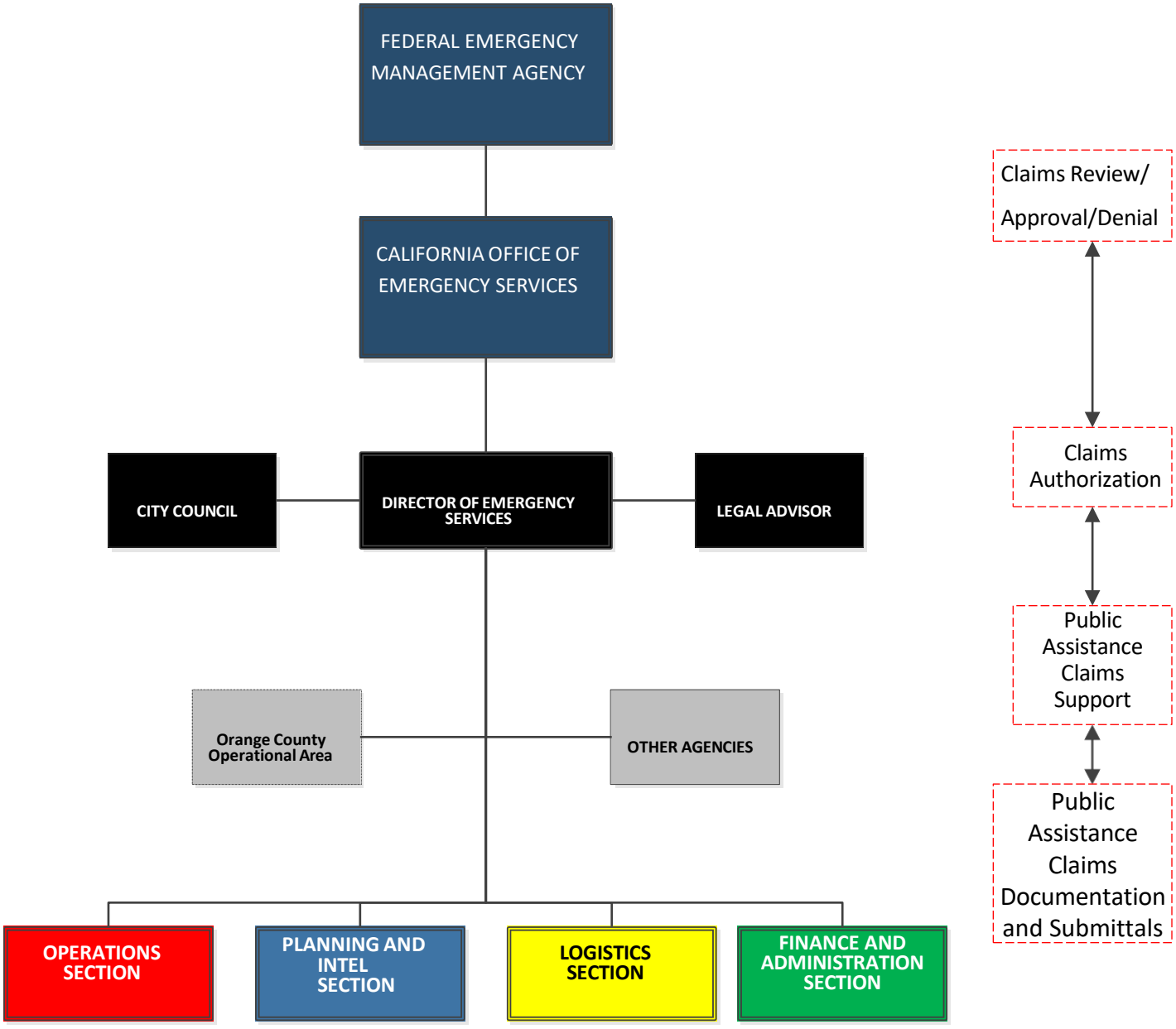
Long-term recovery for severely traumatized victims may involve bringing those individuals into the county mental health system for care. Additional long-term considerations include updating plans based on lessons learned and conducting post-incident assessments.

5.3 RECOVERY ORGANIZATION

In the aftermath of a disaster, all departments will be responsible for carrying out some portion of the recovery and reconstruction duties. Some departments may even be expected to defer some of their normal day-to-day operations in order to devote personnel and equipment to carrying out functions during the initial phase of recovery.

Any City department, whether or not it has been assigned specific recovery role, may be called upon to provide recovery assistance to other departments. Some departments may be designated to coordinate or assist in coordinating recovery functions between departments and/or outside agencies. All departments will be expected to comply immediately with reasonable requests for assistance.

SEMS Recovery Organization Chart



5.4 RECOVERY RESPONSIBILITIES

Damage Assessment

During the early phase of a disaster, the initial damage from the disaster is estimated due to time constraints related to the response. Plans should include procedures for conducting more detailed surveys to be used in disaster project applications once the recovery process begins. The procedures should include the following:

Safety Concerns

Safety precautions that will contribute to recovery operations include:

- Ensuring gas, water, sewer leaks are identified
- Ensuring utilities are turned off in unsafe or damaged structures
- Securing hazardous materials sites and preparing clean-up plan; ensuring unsafe buildings are vacated, clearly marked and access is restricted
- Identifying safety precautions to be undertaken by emergency workers

Structural Damage

Checklists and procedures for survey teams should include the following terms when describing damages, which are limited to the structure and not contents:

- Destroyed - Cost of repair is more than 75% of value
- Major Damage - Cost of repair is greater than 10% of value
- Minor Damage - Cost of repair is less than 10% of value.

Recovery Activities

Common terms for recovery activities are listed below:

Category A: Debris Clearance - Clearance of debris, wreckage, demolition, and removal of buildings damaged beyond repair.

Category B: Protective Measures - Measures to eliminate or lessen immediate threats to life, public health, and safety.

Category C: Roads & Bridges - All non-emergency work and any that may require more time for decision-making, preparation of detailed design, construction plans, cost estimates, and schedules.

Water Control Facilities - Includes flood control, drainage, levees, dams, dikes, irrigation works, and bulkheads.

Category E: Public Buildings and Equipment - Buildings, vehicles or other equipment, transportation systems, fire stations, supplies or inventory, higher education facilities, libraries, and schools.

Category F: Utilities - Water supply systems, sanitary sewerage treatment plants, storm drainage, and light/power.

Category G: Other - Park facilities, public and private non-profit facilities, recreational facilities, and playground equipment.

List of Damages

Once a Presidential Disaster Declaration has been made a complete and comprehensive list of all the damage that has occurred needs to be completed by each jurisdiction and transmitted to the Operational Area. The Operational Area will transmit the damage information to the Cal OES Region, who will in turn send it to the State and FEMA. It should include:

- Location of Action/Damage - Geographical location of damaged facility or emergency work
- Description of Action/Damages - Narrative description explaining the nature of the disaster related problem (engineering details are not needed)
- Estimates of Cost - A separate estimate for each facility or system affected

5.4.1 RECOVERY DOCUMENTATION AND REPORTING

Recovery documentation and reporting is the key to recovering eligible emergency response and recovery costs. Timely safety and damage assessments, documentation of all incident activities and accurate reporting are critical in establishing the basis for eligibility of disaster assistance programs.

Recovery Documentation

The recovery documentation information should include the location and extent of damage, and estimates of costs for debris removal, emergency work, and repairing or replacing damaged facilities to a non-vulnerable and mitigated condition. The cost of compliance with building codes for new construction, repair, and restoration will also be documented. The cost of improving facilities may be provided under federal hazard mitigation grant programs. Documentation is the key to recovering expenditures related to emergency response and recovery operations. Documentation must begin at the field response level and continue as the disaster unfolds. Included in the EOC Planning/Intelligence Section is a Documentation Branch that will coordinate the collection of all incident documentation for dissemination and filing.

5.4.2 DISASTER ASSISTANCE

Disaster assistance is divided into two forms: Individual and Public Assistance. Recovery plans should address both types of assistance, methods of acquiring help, restrictions, and other pertinent information.

Government Assistance to Individuals

Individual assistance consists of services provided to individuals and private sector businesses.

Federal Programs

- Disaster Housing Assistance Program - This is a federal program administered by FEMA that provides temporary housing to disaster victims during presidentially declared disasters
- Disaster Mortgage and Rental Assistance Program - This program provides grants for home related mortgage or rent payments to disaster victims, who as a result of a disaster have lost their job or business and face foreclosure or eviction from their homes. It is a federal program available under a presidentially declared disaster
- Housing and Urban Development (HUD) Program - This program is offered to families that meet certain income guidelines and may provide a percentage of the rental cost for a limited period of time to disaster victims. It is also available under a presidentially declared disaster
- Small Business Administration (SBA) - This program is automatically implemented following a presidential disaster declaration for Individual Assistance, or may be implemented at the request of the governor. It provides low interest loans to businesses and individuals who have suffered disaster losses
- Individual and Family Grant Program (IFGP) - This is authorized only by a federal disaster declaration. It provides grants to disaster victims who are not eligible for SBA loans
- Cora Brown Fund - This is authorized only by a federal disaster declaration. The fund provides disaster victims with assistance provided they are not eligible for any other disaster assistance award from the government or other organizations

These are only a few federal programs that can be activated under a presidentially declared disaster. Disaster assistance may also be altered by legislation passed at the time of the event. Other types of assistance may also be made available depending on the disaster.

Non-Profit Volunteer Charitable Organizations

Volunteer charitable organizations, including the American Red Cross, Salvation Army, and others, may provide assistance to individuals outside the scope of the City of Brea Recovery Organization.

Public Assistance

Public assistance consists of various programs of disaster relief to the public sector. Public sector includes state and local government (city, county, special district).

State – California Disaster Assistance Act (CDAA)

The State Public Assistance Program provides funding to cities, counties, special districts, school districts, community colleges, and certain private nonprofit organizations in the event of a state disaster. The California Disaster Assistance Act (CDAA) authorizes the Director of the California Governor's Office of Emergency Services (Cal OES) to administer a disaster assistance program that provides financial assistance from the state

for costs incurred by local governments as a result of a disaster event. Funding for the repair, restoration, or replacement of public real property damaged or destroyed by a disaster is made available when the Director concurs with a local emergency proclamation requesting state disaster assistance. The program also provides for the reimbursement of local government costs associated with certain emergency activities undertaken in response to a state of emergency proclaimed by the Governor. In addition, the program may provide matching fund assistance for cost sharing required under federal public assistance programs in response to a Presidential Major Disaster or Emergency Declaration.

Federal – Robert T Stafford Disaster Relief Act of 1974

The following is a brief overview of this program:

A Presidential Declaration of Major Disaster or Emergency is required to activate the provisions of this law. Eligible Applicants Eligible applicants include the following:

- State agencies
- Counties
- Cities
- Special districts
- Schools K-12
- Colleges and institutions of higher education
- Private non-profit organizations organized under § 501(c) 3 of the Internal Revenue Code
- Utilities
- Emergency agencies
- Medical agencies
- Custodial care organizations
- Government services such as: community centers, libraries, homeless shelters, senior citizen centers, and similar facilities open to the general public

Hazard Mitigation Grant Programs

The Hazard Mitigation Grant Program (HMGP) activities are aimed at reducing or eliminating future damages. Activities include hazard mitigation plans approvable by FEMA and cost-effective hazard mitigation projects. HMGP grants are provided on a cost-share of 75% federal share and 25% non-federal share.

The Disaster Mitigation Act of 2000 (DMA2000) states that each jurisdiction (counties, cities, towns, and special districts) must have a Local Hazard Mitigation Plan (LHMP) approved by Cal OES in order to be eligible for FEMA pre and post disaster mitigation funds. The objective of the LHMP is “to save lives, preserve property and protect the environment, during times of disaster.”

Federal funding is provided under the Robert T. Stafford Emergency Assistance and Disaster relief Act (The Stafford Act) through FEMA and Cal OES. Cal OES is responsible for identifying program priorities, reviewing applications and forwarding recommendations for funding to FEMA. FEMA has final approval for activity eligibility and funding. The federal regulations governing the HMGP are found in Title 44 of Code of

Federal Regulations (44CFR) Part 206 and Part 13. For specific information regarding current HMGP activities, refer to the Cal OES website: www.CalOES.ca.gov.

Disaster Field Office

Following a Presidential Declaration of a Major Disaster or Emergency, a Disaster Field Office (DFO) will be established in the proximity of the disaster area. The DFO provides the direction and coordination point for federal assistance. Typical functions of the DFO include:

- Management - Coordination of the overall federal assistance programs for Individual and Public Assistance, as well as any existing emergency work
- Public Information - Overall direction of public news releases on the progress of the emergency recovery actions, public notices on obtaining assistance, problems, and other pertinent information
- Liaison - Provides coordination and cooperation with other federal and state agencies
- Operations - Responsible for damage survey teams, outreach activities, and program implementation (i.e., Public Assistance, Individual Assistance, Hazard Mitigation, etc.)
- Planning/Intelligence - Develops action plans, identifies priorities, potential problems, documents the overall recovery actions
- Logistics - Provides materials and resources to perform the tasks associated with recovery
- Finance/Administration - Tracks and monitors costs, approves purchases, audits activities as needed

5.4.3 MITIGATION

This aspect of recovery operations is critical in reducing or eliminating disaster-related property damage and loss of lives from reoccurring. The immediate post-disaster period presents a rare opportunity for mitigation. During this time, officials and citizens are more responsive to mitigation recommendations, and unique opportunities to rebuild or redirect development may be available. Recovery plans would benefit from addressing mitigation planning as part of the recovery process. The following issues represent some information that would be useful in recovery sections of emergency plans:

Forms of Mitigation

- Changes in building codes
- Variances or set-backs in construction

- Zoning, to reduce types of construction in high hazard areas
- Relocation or removal of structures from high hazard zones

5.5 AFTER-ACTION REPORTING

SEMS regulations require that jurisdictions complete an After-Action Report (AAR) within 120 days after each emergency proclamation. Furthermore, the SEMS regulations under Title 19, Division 2, Chapter 1, Section 2450(a) requires any federal, state, or local jurisdiction proclaiming or responding to a Local Emergency for which the governor has declared a State of Emergency or State of War Emergency shall complete and transmit an AAR to Cal OES within 90 days of the close of the emergency period. Upon completion of the AAR, corrective actions are identified to make recommendations for correcting problems noted in the response/recovery effort, or during exercises and training. Depending on the level of the AAR, corrective action may encompass anything from detailed recommendations for improving individual agency plans and procedures to broader system-wide improvements. Priority corrective actions are assigned to relevant stakeholders and tracked to ensure the identified problem has been addressed.

CHAPTER 6 - PLAN DEVELOPMENT AND MAINTENANCE

The EOP is a living document, subject to revision based on agency reorganization, new laws, experience with exercises, and actual disasters. The EOP will be reviewed annually to ensure that plan elements are valid and current. Each responsible organization or agency will review and update its portion of the EOP and/or modify its Standard Operating Procedures (SOP)/Emergency Operating Procedures as required based on deficiencies identified during drills, exercises or actual occurrences. Changes in government structure and emergency response organizations will also be considered in the EOP revisions. The Emergency Preparedness Coordinator is responsible for revising the EOP that will enhance the conduct of response and recovery operations. In addition, the Emergency Preparedness Coordinator is responsible for maintaining records of all revisions to the EOP.

CHAPTER 7 - AUTHORITIES AND REFERENCES

7.1 CITY OF BREA AUTHORITIES

- Brea Municipal Code, Chapter 8.00.060 (Emergency Plan) City of Brea, Resolution No. 06-102, Adopting the National Incident Management System and National Response Plan, November 21, 2006
- City of Brea, Letter of Promulgation adopting the City of Brea's Emergency Operations Plan, 2004
- City of Brea Emergency Services Ordinance No. 0588, (Ch. 8 of the Municipal Code), April 20, 1976
    - Declared purposes of this ordinance are to provide for the preparation and carrying out of plans designed for the protection of persons and property within this city in the event of an emergency.

  - City Code section 8.00.010 further provides for the establishment of an emergency organization and the coordination of the emergency functions of the City with all other public agencies and affected private persons, corporations, and organizations.
  - Section 8.00.030 states, “The City Disaster Council shall be responsible for the development of the city emergency plan, which plan shall provide for the effective mobilization of all of the resources of this city, both public and private, to meet any condition constituting a local emergency, state of emergency or state of war emergency and shall provide for the organization, powers and duties, services and staff of the emergency organization. Such plan shall take effect upon adopting by resolution of the City Council.”
- Appoints the City Manager as the Director of Emergency Services. City of Brea Resolution adopting Orange County’s Operational Area Agreement, 1999
- City of Brea Resolution No. 547, adopting the California Master Mutual Aid Agreement, December 6, 1950
- City of Brea Resolution - Workers Compensation Insurance for Registered Volunteer Disaster Service Worker

7.2 COUNTY OF ORANGE AUTHORITIES

- Orange County Operational Area Plan, December 2007
- Orange County Fire Service Operational Area Mutual Aid Plan, December 1, 1997
- Orange County Law Enforcement Mutual Aid Contract, December 1977
- Orange County Operational Area Emergency Alert System (EAS) Plan
- San Onofre Nuclear Generating Station Emergency Plan (SONGS), 200

7.3 CALIFORNIA STATE AUTHORITIES

- California State Emergency Plan
  - Promulgated by the Governor, provides overall statewide authorities and responsibilities, and describes the functions and operations of government at all levels during extraordinary emergencies, including wartime. Section 8568 of the Act states, in part, that "the State Emergency Plan shall be in effect in each political subdivision of the state, and the governing body of each political subdivision shall take such action as may be necessary to carry out the provisions thereof." Local emergency plans are, therefore, considered to be extensions of the California Emergency Plan.
- Standardized Emergency Management System (SEMS) Regulations (Chapter 1 of Division 2 of Title 19 of the California Code of Regulations 2400-2450 and Government Code Section 8607[a])
- Standardized Emergency Management System (SEMS) Guidelines
- California Emergency Services Act (Chapter 7 of Division 1 of Title 2 of the Government Code and Government Code 8660 – Good Samaritan Act)
  - Provides the basic authorities for conducting emergency operations following a declaration of Local Emergency, State of Emergency, or State of War Emergency by the Governor and/or appropriate local authorities, consistent with the provisions of the Act.

  - Article 10, Local Disaster Councils, Section 8610, "Creation by Ordinance; Plan Development, cities and counties create disaster councils by ordinance. A disaster council shall develop plans for meeting any condition constituting a local emergency or state of emergency."
- California Government Code 8607 (a) California Oil Spill Contingency Plan
- California Natural Disaster Assistance Act (Chapter 7.5 of Division 1 of Title 2 of the Government Code)
- California Hazardous Materials Incident Contingency Plan
- California Health and Safety Code, Division 20, Chapter 6.5, Sections 25115 and 25117, Chapter 6.95, Sections 2550 et seq., Chapter 7, Sections 25600 through 25610, dealing with hazardous materials
- Orders and Regulations which may be Selectively Promulgated by the Governor during a State of Emergency
- Orders and Regulations Promulgated by the Governor to Take Effect upon the Existence of a State of War Emergency
- California Master Mutual Aid Agreement
- Chapter 8, Division 4 of Title 1, Section 3100 of the California Government Code, “all public employees are hereby declared to be disaster service workers subject to such disaster activities as may be assigned to them by their superior or by law”
- California Fire Service and Rescue Emergency Mutual Aid Plan (Cal OES)
- California Law Enforcement Mutual Aid Plan
- California Emergency Resources Management Plan Disaster Assistance Procedure Manual (State Cal OES)
- State of California Hazardous Materials Plan
- Cal OES Earthquake Recovery Manual for Local Governments, 1993

7.4 FEDERAL AUTHORITIES

- Homeland Security Act of 2002
- Homeland Security Presidential Directive/HSPD 5, Management of Domestic Incidents
- Homeland Security Presidential Directive/HSPD 8, National Preparedness United States Department of Homeland Security (USDHS)
- National Incident Management System (NIMS)
- United States Department of Homeland Security (USDHS), National Response Framework (NRF)
- Presidential Directives 39 and 62 (directing primary terrorism investigative authority to the U.S. Department of Justice/FBI, authority reference in Terrorism Annex)
- Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (Public Law 93-288, as amended)
- Federal Civil Defense Act of 1950 (Public Law 920), as amended
  - Provides the basic elements to build an emergency management capability at the State and Local levels. The City’s EOP was developed in accordance with the State Local Emergency Planning Guide and the USDHS directives.

- Federal Disaster Relief Act of 1974
- Public Law 84-99 (U.S. Army Corps of Engineers-Flood Fighting)
- NRT-1, Hazardous Materials Emergency Planning Guide and NRT-1A Plan Review Guide (Environmental Protection Agency's National Response Team)

CHAPTER 8- RELATIONSHIP TO OTHER PLANS/REFERENCES

This EOP is the primary document used by the City of Brea to describe the conduct of emergency management activities. The EOP provides a conceptual framework for all other emergency management planning within the City.

The EOP also contributes to the Orange County's Emergency Management program by describing how activities will be conducted within the City limits, and how support will be requested and provided - in the form of mutual aid - by the City. When emergencies or disasters necessitate resource support from federal, state, international, private or non-profit sources, the EOP will serve as the primary guide to managing those resources.

At the same time, this EOP is not a stand-alone document. As the complexity of an emergency grows and requires the participation of external organizations or teams with specialized capabilities, this plan will integrate with the plans of other entities brought in to support Brea. This plan is designed to be flexible enough that the City's capabilities can adapt to a changing response environment and to the needs of supporting organizations. Some of the plans and guidelines that this EOP will frequently support/complement include:

- National Response Framework (NRF)
- Disaster Assistance Procedure Manual (Cal OES)
- California Emergency Resources Management Plan
- California Master Mutual Aid Agreement
- California Law Enforcement Mutual Aid Plan
- California Fire and Rescue Operations Plan
- Emergency Managers Mutual Aid Plan California State Emergency Plan
- Orange County Operational Area Emergency Operations Plan

Standard Operating Procedures (SOPs)

City departments and agencies that have responsibilities as assigned in this plan have been asked to prepare department, functional and/or position-specific Standard Operating Procedures (SOPs) detailing personnel assignments, policies, notification rosters, resource lists, and specific steps for accomplishing the functions assigned in this EOP. Procedures that currently exist are grouped with their applicable position checklists in Part 2 (Position Checklists and Procedures) of this plan. All procedures are compliant with NIMS and SEMS. In addition, emergency personnel may have other SOPs beyond the oversight of this EOP (e.g., police department tactical operations plans) that may also be applicable for them to use in emergency situations. Emergency response personnel

should be acquainted with these SOPs, and receive periodic training on the policies and procedures contained within the SOPs. Each department assigned primary responsibility for a position in the EOC is responsible for the development and maintenance of procedures. As such, some EOC positions may not have supporting procedures.

CHAPTER 9 ABBREVIATIONS & GLOSSARY

9.1 ABBREVIATIONS

ADA– Americans with Disabilities Act
ARC– American Red Cross
CED– Computer-Aided Dispatch
CALWAS– California Warning System CBO – Community Based Organizations
CBRNE– Chemical Biological Radiological Nuclear Explosive
CCP– Casualty Collection Point
CDMG– California Department of Mines and Geology
CEPEC– California Earthquake Prediction Evaluation Council
CERT– Community Emergency Response Team
CESRS– California Emergency Services Radio System
CHP– California Highway Patrol
CLEMARS– California Law Enforcement Mutual Aid Radio System
CLERS– California Law Enforcement Radio System
CLETS– California Law Enforcement Telecommunications System
CSDOC– Community Services Department Operations Center
CUBE– Caltech U.S. Geological Survey Broadcast of Earthquakes
CUPA– Certified Unified Program Agency
DAFN- Disabilities, Access, and Functional Needs
DES– Director of Emergency Services
DMAC– Disaster Medical Aid Center
DOC– Department Operations Center
DOJ– Department of Justice
DRC– Disaster Recovery Center
DSR– Damage Survey Report
DUA– Disaster Unemployment Assistance
EAS– Emergency Alert System
EDIS– Emergency Digital Information Service
EMA– Emergency Management Agency
EMAC– Emergency Management Assistance Compact
EMMA– Emergency Managers Mutual Aid
ENN– Emergency News Network
ENS– Emergency Notification System
EOC– Emergency Operations Center
EOM– Emergency Operations Manager
EOP– Emergency Operations Plan
ESP– Emergency Survival Program
EVOC– Enterprise Virtual Operations Center
FAA– Federal Aviation Administration

FBI– Federal Bureau of Investigation
FCC– Federal Communications Commission
FCO– Federal Coordinating Officer
FDOC– Fire Department Operations Center
FEMA– Federal Emergency Management Agency
FIRESCOPE– Firefighting Resources of CA Organized for Potential Emergencies
FIRM– Federal Flood Insurance Rate Maps
GIS– Geographical Information System
HIRAD– High Radiation (Severe Fallout Radiation)
HMGP– Hazard Mitigation Grant Program
HSAS– Homeland Security Advisory System
HSEEP– Homeland Security Exercise and Evaluation Program
HSOC– Homeland Security Operations Center
HSPD– Homeland Security Presidential Directive
IAP– Incident Action Plan
ICC– International Code Council
ICP– Incident Command Post
ICS– Incident Command System
IDE– Initial Damage Estimate
JDIC– Justice Data Interface Controller
JFO– Joint Field Office
JIC– Joint Information Center
JIS– Joint Information System
JRIES– Joint Regional Information Exchange System
LORAD– Low Radiation (Moderate Fallout Radiation)
MDT– Mobile Data Terminal
MMAA– [California] Master Mutual Aid Agreement
MOU– Memorandum of Understanding
MSC– Message Switching Computer
NAWAS– National Warning System
NCIC– National Crime Information Center
NDAA– State-Natural Disaster Assistance Act
NEGRAD– Negligible Fallout Radiation
NGA– National Governor's Association
NGO– Non-Governmental Organization
NIMS– National Incident Management System
NLETS– National Law Enforcement Telecommunications System
NOAA– National Oceanic and Atmosphere Administration
NRF– National Response Framework
NRP– National Response Plan
OA– Operational Area
OES– Office of Emergency Services
PA– Public Assistance
PDA– Preliminary Damage Assessment
PDOC– Police Department Operations Center

PIO– Public Information Officer
PNP– Private Nonprofit
POD– Point of Dispensing
PWDOC– Public Works Department Operations Center
RACES– Radio Amateur Civil Emergency Services
RCC– Recovery Coordination Center
REOC– Regional Emergency Operations Center
RESTAT– Resource Status
RIMS– Response Information Management System
ROM– Recovery Operations Manager
RRCC– Regional Response Coordination Center
SARS– Severe Acute Respiratory Syndrome
SBA– Small Business Administration
SCAQMD– South Coast Air Quality Management District
SCEC– Southern California Earthquake Center
SEMS– Standardized Emergency Management System
SITSTAT– Situation Status
SOC– State Operations Center
SOP– Standard Operating Procedure
SSWS– Seismic Sea Wave Warning System
TEWG– Terrorism Early Warning Group
UC– Unified Command
UDOC– Utilities Department Operations Center
UHF– Ultra High Frequency
USCGS– U.S. Coast and Geodetic Survey
USDHS– U.S. Department of Homeland Security
USGS– U.S. Geological Survey
VHF– Very High Frequency
WARN– Water Agency Response Network
WEROC– Water Emergency Response Organization of Orange County
WUI– Wildland/Urban Interface

9.2 GLOSSARY OF TERMS

Introduction: The Glossary contains definitions of terms commonly used in the Standardized Emergency Management System (SEMS). The Glossary was developed from a glossary used in the Incident Command System National Training Curriculum. It does not contain terms or definitions related to specific resources for particular application areas. Users should supplement this glossary with agency-specific terms and definitions as appropriate.

Action Plan	The plan prepared in the EOC containing the emergency response objectives of that SEMS level reflecting overall priorities and

	supporting activities for a designated period. The plan is shared with supporting agencies. See also Incident Action Plan.
Activate	At a minimum, a designated official of the emergency response agency that implements SEMS as appropriate to the scope of the emergency and the agency's role in response to the emergency.
After Action Report	A report covering response actions, application of SEMS, modifications to plans and procedures, training needs, and recovery activities. After action reports are required under SEMS after any emergency which requires a declaration of an emergency. Reports are required within 90 days.
Agency	An agency is a division of government with a specific function, or a non- governmental organization (e.g., private contractor, business, etc.) that offers a particular kind of assistance. In ICS, agencies are defined as jurisdictional (having statutory responsibility for incident mitigation), or assisting and/or cooperating (providing resources and/or assistance). (See Assisting Agency, Cooperating Agency and Multi-agency.)
Agency Dispatch	The agency or jurisdictional facility from which resources are allocated to incidents.
Agency Executive or Administrator	Chief executive officer (or designee) of the agency or jurisdiction that has responsibility for the incident.
Agency Representative	An individual assigned to an incident or to an EOC from an assisting or cooperating agency who has been delegated authority to make decisions on matters affecting that agency's participation at the incident or at the EOC. Agency Representatives report to the Liaison Officer at the incident, or the Liaison Coordinator at SEMS EOC levels.
Air Operations Branch Director	The person primarily responsible for preparing and implementing the air operations portion of the Incident Action

	Plan. Also responsible for providing logistical support to helicopters operating on the incident.
Allocated Resources	Resources dispatched to an incident.
Air Command	An organization established to: 1) oversee the management of multiple incidents that are each being handled by an Incident Command System organization; or 2) to oversee the management of a very large incident that has multiple Incident Management Teams assigned to it. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources based on priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed.
Assigned Resources	Resources checked in and assigned work tasks on an incident.
Assignments	Tasks given to resources to perform within a given operational period, based upon tactical objectives in the Incident or EOC Action.
Assistant	Title for subordinates of the Command Staff positions at the Field SEMS level. The title indicates a level of technical capability, qualifications, and responsibility subordinate to the primary positions. Assistants may also be used to supervise unit activities at camps.
Assisting Agency	An agency directly contributing tactical or service resources to another agency
Base	The location at an incident at which primary logistical functions for an incident are coordinated and administered. There is only one Base per incident. (Incident name or other designator will be added to the term "Base.") The Incident Command Post may be collocated with the Base.
Branch	The organizational level at the SEMS Field Level having functional or geographic responsibility for major parts of incident operations. The Branch level is organizationally between Section and Division/Group in the Operations Section, and between Section and Units in the

	Logistics Section. Branches are identified by the use of Roman Numerals or by functional name (e.g., medical, security, etc.). Branches are also used in the same sequence at the SEMS EOC levels.
Branch Director	The ICS title for individuals responsible for supervision of a Branch at the Field Level. At SEMS EOC levels, the title Branch Coordinator is preferred
Cache	A pre-determined complement of tools, equipment and/or supplies stored in a designated location, available for incident use.
Camp	A geographical site, within the general incident area, separate from the Incident Base, equipped and staffed to provide sleeping, food, water, and sanitary services to incident personnel.
Chain of Command	A series of management positions in order of authority.
Check-in	The process whereby resources first report to an incident or into an EOC. Check-in locations at the SEMS Field Level include: Incident Command Post (Resources Unit), Incident Base, Camps, Staging Areas, Helibases, Helispots, and Division Supervisors (for direct line assignments).
Clear Text	The use of plain English in radio communications transmissions. No Ten Codes or agency specific codes are used when utilizing Clear Text.
Command	The act of directing, and/or controlling resources at an incident by virtue of explicit legal, agency, or delegated authority. May also refer to the Incident Commander.
Command Post	(See Incident Command Post)
Command Staff	The Command Staff at the SEMS Field Level consists of the Information Officer, Safety Officer, and Liaison Officer. They report directly to the Incident Commander. They may have an assistant or assistants, as needed. These functions may also be found at the EOC levels in SEMS. At the EOC, they would report to the EOC

	Director but may be designated as Coordinators. At EOCs, the functions may also be established as Sections, or Branches to accommodate subsequent expansion.
Communications Unit	An organizational unit in the Logistics Section responsible for providing communication services at an incident or an EOC. A Communications Unit may also be a facility (e.g., a trailer or mobile van) used to provide the major part of an Incident Communications Center.
Community Based Organizations	A local organization (which may or may not be an affiliate of a national organization) with a primary mission to provide services to specific groups of people. This could include services to people who are developmentally disabled, homeless, low-income elderly, non-English speaking, or others. CBOs are usually nonprofit organizations. Most have a 501 (c) (3) tax-exempt status from the Internal Revenue Service. Some may have the nonprofit status from the Franchise Tax Board. In size, they range from all- volunteer organizations that get by on virtually no budget, to multimillion-dollar operations. Examples include Food Banks, Centers for Independent Living, Immigration Assistance Programs, Easter Seals, Neighborhood Clinics, and Family Centers.
Compensation Unit/Claims Unit	Functional unit within the Finance/ Administration Section responsible for financial concerns resulting from property damage, injuries or fatalities at the incident or within an EOC
Complex	Two or more individual incidents located in the same general area, which are assigned to a single Incident Commander or to a Unified Command.
Cooperating Agency	An agency supplying assistance other than direct tactical or support functions or resources to the incident control effort (e.g., American Red Cross, Telephone Company, etc.)

Coordination	The process of systematically analyzing a situation, developing relevant information, and informing appropriate command authority of viable alternatives for selection of the most effective combination of available resources to meet specific objectives. The coordination process (which can be either intra-or inter-agency) does not involve dispatch actions. However, personnel responsible for coordination may perform command or dispatch functions within the limits established by specific agency delegations, procedures, legal authority, etc. Multi-agency or Inter-agency coordination is found at all SEMS levels.
Coordination Center	Term used to describe any facility that is used for the coordination of agency or jurisdictional resources in support of one or more incidents.
Cost Sharing Agreements	Agreements between agencies or jurisdictions to share designated costs related to incidents. Cost sharing agreements are normally written but may also be verbal between authorized agency or jurisdictional representatives at the incident.
Cost Unit	Functional unit within the Finance/ Administration Section responsible for tracking costs, analyzing cost data, making cost estimates, and recommending cost-saving measures.
Delegation of Authority	A statement provided to the Incident Commander by the Agency Executive delegating authority and assigning responsibility. The Delegation of Authority can include objectives, priorities, expectations, constraints and other considerations or guidelines as needed. Many agencies require written Delegation of Authority to be given to Incident Commanders prior to their assuming command on large incidents.
Demobilization Unit	Functional unit within the Planning Section responsible for assuring orderly, safe and

	efficient demobilization of incident or EOC assigned resources.
Department Operations Center	A facility used by a distinct discipline, such as flood operations, fire, medical, hazardous material, or a unit, such as Department of Public Works, or Department of Health. Department Operations Centers may be used at all SEMS levels above the field response level depending upon the needs of the emergency.
Deputy Incident Commander (Section Chief or Branch Director)	A fully qualified individual who, in the absence of a superior, could be delegated the authority to manage a functional operation or perform a specific task. In some cases, a Deputy could act as relief for a superior and therefore must be fully qualified in the position. Deputies may also be found as necessary at all SEMS EOC levels.
Disaster	A sudden calamitous emergency event bringing great damage loss or destruction.
Dispatch	The implementation of a command decision to move a resource or resources from one place to another
Dispatch Center	A facility from which resources are assigned to an incident.
Division	Divisions are used to divide an incident into geographical areas of operation. Divisions are identified by alphabetic characters for horizontal applications and, often, by numbers when used in buildings. Divisions are also used at SEMS EOC levels and are found organizationally between Branches and Units.
Division or Group Supervisor	The position title for individuals responsible for command of a Division or Group at an Incident. At the EOC level, the title is Division Coordinator.
Documentation Unit	Functional unit within the Planning Section responsible for collecting, recording and safeguarding all documents relevant to an incident or within an EOC.
Emergency	A condition of disaster or of extreme peril to the safety of persons and property caused by such conditions as air pollution,

	fire, flood, hazardous material incident, storm, epidemic, riot, drought, sudden and severe energy shortage, plant or animal infestations or disease, the Governor's warning of an earthquake or volcanic prediction, or an earthquake or other conditions, other than conditions resulting from a labor controversy.
Emergency Management Coordinator	The individual within each jurisdiction that is delegated the day-to-day responsibility for the development and maintenance of all emergency management coordination efforts.
Emergency Management Director (Emergency Services Director)	The individual within each political subdivision that has overall responsibility for jurisdiction emergency management. For cities and counties, this responsibility is commonly assigned by local ordinance.
Emergency Medical Technician (EMT)	A health-care specialist with particular skills and knowledge in pre-hospital emergency medicine.
Emergency Operations Center (EOC)	A location from which centralized emergency management can be performed. EOC facilities are established by an agency or jurisdiction to coordinate the overall agency or jurisdictional response and support to an emergency.
Emergency Operations Plan	The plan that each jurisdiction has and maintains for responding to appropriate hazards.
Emergency Response Agency	Any organization responding to an emergency, or providing mutual aid support to such an organization, whether in the field, at the scene of an incident, or to an operations center.
Emergency Response Personnel	Personnel involved with an agency's response to an emergency.
EOC Action Plan	The plan developed at SEMS EOC levels, which contains objectives, actions to be taken, assignments and supporting information for the next operational period.
Event	A planned, non-emergency activity. ICS can be used as the management system for a wide range of events, e.g., parades, concerts or sporting events.

Facilities Unit	Functional unit within the Support Branch of the Logistics Section at the SEMS Field Response Level that provides fixed facilities for the incident. These facilities may include the Incident Base, feeding areas, sleeping areas, sanitary facilities, etc.
Helibase	The main location for parking, fueling, maintenance, and loading of helicopters operating in support of an incident. It is usually located at or near the incident base.
Group	Groups are established to divide the incident into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. (See Division) Groups are located between Branches (when activated) and Resources in the Operations Section.
Generic ICS	Refers to the description of ICS that is generally applicable to any kind of incident or event.
Field Operations Guide	A pocketsize manual of instructions on the application of the Incident Command System.
Finance/Administration Section	One of the five primary functions found at all SEMS levels, which is responsible for all costs and financial considerations. The section can include the Time Unit, Procurement Unit, Compensation/Claims Unit and Cost Unit.
Food Unit	Functional unit within the Service Branch of the Logistics Section responsible for providing meals for incident and/or EOC personnel.
Function	In ICS, function refers to the five major activities in the ICS, i.e., Command, Operations, Planning/Intelligence, Logistics and Finance/Administration. The same five functions are also found at all SEMS EOC levels. At the EOC, the term Management replaces Command. The term function is also used when describing the activity involved, e.g., "the planning function."

Functional Element	Refers to a part of the incident, EOC or DOC organization such as section, branch, group or unit. Refers to the description of ICS that is generally applicable to any kind of incident or event.
General Staff	The group of management personnel reporting to the Incident Commander or to the EOC Director. They may each have a deputy, as needed. At the Field SEMS level, the General Staff consists of: A. Operations Section Chief B. Planning/Intelligence Section Chief C. Logistics Section Chief D. Finance/Administration Section Chief At some SEMS EOC levels, the position titles are Section Coordinators.
Ground Support Unit	Functional unit within the Support Branch of the Logistics Section at the SEMS Field Response level that is responsible for the fueling, maintaining and repairing of vehicles, and the transportation of personnel and supplies.
Helispot	Any designated location where a helicopter can safely take off and land. Some helispots may be used for loading of supplies, equipment, or personnel.
Incident	An occurrence or event, either human-caused or by natural phenomena, that requires action by emergency response personnel to prevent or minimize loss of life or damage to property and/or natural resources.
Incident Action Plan	The plan developed at the field response level, which contains objectives reflecting the overall incident strategy and specific tactical actions and supporting information for the next operational period. The plan may be oral or written.
Incident Base	Location at the incident where the primary logistics functions are coordinated and administered. (Incident name or other designator will be added to the term "Base.") The Incident Command Post may be collocated with the Base. There is only one Base per incident.

Incident Commander	The individual responsible for the command of all functions at the field response level.
Incident Command Post (ICP)	The location at which the primary command functions are executed. The ICP may be collocated with the incident base or other incident facilities.
Incident Command System (ICS)	The nationally use standardized on-scene emergency management concept specifically designed to allow its user(s) to adopt an integrated organizational structure equal to the complexity and demands of single or multiple incidents without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, with responsibility for the management of resources to effectively accomplish stated objectives pertinent to an incident.
Incident Communications Center	The location of the Communications Unit and the Message Center.
Incident Management Team	The Incident Commander and appropriate General and Command Staff personnel assigned to an incident.
Incident Objectives	Statements of guidance and direction necessary for the selection of appropriate strategy(s), and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished when all allocated resources have been effectively deployed. Incident objectives must be achievable and measurable, yet flexible enough to allow for strategic and tactical alternatives.
Information Officer	A member of the Command Staff responsible for interfacing with the public and the media or with other agencies requiring information directly from the incident. There is only one Information Officer per incident. The Information Officer may have assistants. This position is also referred to as Public Affairs or Public Information Officer in some

	disciplines. At SEMS EOC levels, the information function may be established as a Coordinator or as a section or branch reporting directly to the EOC Director.
Initial Action	The actions taken by resources, which are the first to arrive at an incident.
Initial Response	Resources initially committed to an incident.
Jurisdiction	The range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority for incident mitigation. Jurisdictional authority at an incident can be political/geographical (e.g., special district, city, county, state or federal boundary lines), or functional (e.g., police department, health department, etc.). (See Multi-jurisdictional)
Jurisdictional Agency	The agency having jurisdiction and responsibility for a specific geographical area, or a mandated function
Landing Zone	(See Helispot)
Leader	The ICS title for an individual responsible for a functional unit, task forces, or teams.
Liaison Officer	A member of the Command Staff at the Field SEMS level responsible for coordinating with representatives from cooperating and assisting agencies. At SEMS EOC levels, the function may be done by a Coordinator and/or within a Section or Branch reporting directly to the EOC Director.
Life-Safety	Refers to the joint consideration of both the life and physical well-being of individuals.
Local Government	Means local agencies per Article 3 of the SEMS regulations. The Government Code 8680.2 defines local agencies as any city, city and county, county, school district or special district.
Local Government Advisory Committee (LGAC)	Committees established by the Director of OES to provide a forum for the exchange of information among the cities and counties of a Mutual Aid Region. The LGAC may develop a consensus of action

	and policy among local emergency managers on issues, policies, and programs of concern to local governments, and if necessary bring such concerns to the attention of the OES Executive Management. This Committee has become inactive with the advent of the Mutual Aid Regional Advisory Committees.
Logistics Section	One of the five primary functions found at all SEMS levels. The Section responsible for providing facilities, services and materials for the incident or at an EOC.
Management by Objectives	In SEMS field and EOC levels, this is a top-down management activity, which involves a three-step process to achieve the desired goal. The steps are: establishing the objectives, selection of appropriate strategy(s) to achieve the objectives, and the direction or assignments associated with the selected strategy.
Master Mutual Aid Agreement	An agreement entered into by and between the State of California, its various departments and agencies, and the various political subdivision, municipal corporations, and public agencies of the State of California to assist each other by providing resources during an emergency Mutual Aid occurs when two or more parties agree to furnish resources and facilities and to render services to each other to prevent and combat any type of disaster or emergency.
Medical Unit	Functional unit within the Service Branch of the Logistics Section at SEMS Field levels responsible for the development of the Medical Emergency Plan, and from providing emergency medical treatment of incident personnel.
Message Center	The Message Center is part of the Incident or EOC Communications Center and is collocated or placed adjacent to it. It receives records, and routes information to appropriate locations at an incident or within an EOC.

Mobilization	The process and procedures used by all organizations federal, state and local for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.
Mobilization Center	An off-incident location at which emergency service personnel and equipment are temporarily located pending assignment to incidents, release, or reassignment.
Multi-Agency/Inter-Agency Coordination	The participation of agencies and disciplines involved at any level of the SEMS organization working together in a coordinated effort to facilitate decisions for overall emergency response activities, including the sharing of critical resources and the prioritization of incidents.
Multi-Agency Coordination System (MACS)	The combination of personnel, facilities, equipment, procedures and communications integrated into a common system. When activated, MACS has the responsibility for coordination of assisting agency resources and support in a multi-agency or multi-jurisdictional environment. A MAC Group functions within the MACS. MACS organizations are used within the California Fires Services.
Multi-Agency Incident	An incident where one or more agencies assist a jurisdictional agency or agencies. The incident may be managed under single or unified command
Multi-jurisdictional Incident	An incident requiring action from multiple agencies that have a statutory responsibility for incident mitigation. In ICS these incidents will be managed under Unified Command.
Mutual Aid Agreement	Written agreement between agencies and/or jurisdictions in which they agree to assist one another upon request, by furnishing personnel and equipment.
Mutual Aid Coordinator	An individual at local government, operational area, region or state level that is responsible to coordinate the process of requesting, obtaining, processing and using mutual aid resources. Mutual Aid

	Coordinator duties will vary depending upon the mutual aid system.
Mutual Aid Region	A mutual aid region is a subdivision of state OES established to assist in the coordination of mutual aid and other emergency operations within a geographical area of the state, consisting of two or more county Operational Areas.
Office of Emergency Services	The Governor's Office of Emergency Services
Operational Area	An intermediate level of the state emergency organization, consisting of a county and all political subdivisions within the county area.
Operational Period	The period of time scheduled for execution of a given set of operation actions as specified in the Incident or EOC Action Plan. Operational Periods can be of various lengths, although usually not over 24 hours.
Operations Section	One of the five primary functions found at all SEMS levels. The Section responsible for all tactical operations at the incident, or for the coordination of operational activities at an EOC. The Operations Section at the SEMS Field Response Level can include Branches, Divisions and/or Groups, Task Forces, Teams, Single Resources and Staging Areas. At the EOC levels, the Operations Section would contain Branches or Divisions as necessary because of span-of-control considerations.
Out-of-Service Resources	Resources assigned to an incident but unable to respond for mechanical, rest, or personnel reasons.
Planning Meeting	A meeting held as needed throughout the duration of an incident to select specific strategies and tactics for incident control operations and for service and support planning. On larger incidents, the planning meeting is a major element in the development of the Incident Action Plan. Planning meetings are also an essential activity at all SEMS EOC levels.

Planning Section	(Also referred to as Planning/Intelligence) One of the five primary functions found at all SEMS levels. Responsible for the collection, evaluation, and dissemination of information related to the incident or an emergency, and for the preparation and documentation of Incident or EOC Action Plans. The section also maintains information on the current and forecasted situation, and on the status of resources assigned to the incident. At the SEMS Field Response Level, the Section will include the Situation, Resource, Documentation, and Demobilization Units, as well as Technical Specialists. Other units may be added at the EOC level.
Procurement Unit	Functional unit within the Finance/Administration Section responsible for financial matters involving vendor contracts.
Public Information Officer	The individual at field or EOC level that has been delegated the authority to prepare public information releases and to interact with the media. Duties will vary depending upon the agency and SEMS level.
Region Emergency Operations Center (REOC)	Facilities found at State OES Administrative Regions. REOCs are used to coordinate information and resources among operational areas and between the operational areas and the state level.
Reporting Locations	Specific locations or facilities where incoming resources can check-in at the incident. (See Check-in).
Resources	Personnel and equipment available, or potentially available, for assignment to incidents or to EOCs. Resources are described by kind and type, and may be used in tactical support or supervisory capacities at an incident or at EOCs.
Resources Unit	Functional unit within the Planning Section at the SEMS Field Response level responsible for recording the status of resources committed to the incident. The Unit also evaluates resources currently committed to the incident, the impact that

	additional responding resources will have on the incident, and anticipated resource needs.
Safety Officer	A member of the Command Staff at the incident or within an EOC responsible for monitoring and assessing safety hazards or unsafe situations, and for developing measures for ensuring personnel safety. The Safety Officer may have assistants.
Section	The organization level with responsibility for a major functional area of the incident or at an EOC, e.g., Operations, Planning/ Intelligence, Logistics, Administration/ Finance.
Section Chief	The ICS title for individuals responsible for command of functional sections: Operations, Planning/Intelligence, Logistics, and Administration/Finance. At the EOC level, the position will be Section Coordinator.
Service Branch	A Branch within the Logistics Section responsible for service activities at the incident. Includes the Communications, Medical and Food Units.
Single Resource	An individual, a piece of equipment and its personnel complement, or a crew or team of individuals with an identified work supervisor that can be used on an incident.
Situation Unit	Functional unit within the Planning Section responsible for the collection, organization and analysis of incident status information, and for analysis of the situation as it progresses. Reports to the Planning Section Chief.
Span-of-control	The supervisory ratio maintained within an ICS or EOC organization. A span- of-control of five-positions reporting to one supervisor is considered optimum.
Special District	A unit of local government (other than a city, county, or city and county) with authority or responsibility to own operate or maintain a project (as defined in California Code of Regulations Section 2900(s) for purposes of natural 18 Part III Supporting Documents Glossary of Terms

	Standardized Emergency Management System (SEMS) Guidelines disaster assistance. This may include a joint powerauthority established under Section 6500 et.seq.of the Code.
Staging Area	Staging Areas are locations set up at an incident where resources can be placed while awaiting a tactical assignment. Staging Areas are managed by the Operations Section.
Staging Area Managers	Individuals within ICS organizational units that are assigned specific managerial responsibilities at Staging Areas (Also Camp Manager)
Standardized Emergency Management System (SEMS)	A system required by California Government Code for managing response to multi-agency and multijurisdictional emergencies in California. SEMS consists of five organizational levels, which are activated as necessary: Field Response, Local Government, Operational Area, Region, and State.
State Operations Center (SOC)	An EOC facility operated by the Governor's Office of Emergency Services at the state level in SEMS.
Strategy	The general plan or direction selected to accomplish incident or EOC objectives.
Supply Unit	Functional unit within the Support Branch of the Logistics Section responsible for ordering equipment and supplies required for incident operations.
Support Branch	A Branch within the Logistics Section responsible for providing personnel, equipment and supplies to support incident operations. Includes the Supply, Facilities and Ground Support Units.
Support Resources	Non-tactical resources under the supervision of the Logistics, Planning/ Intelligence, Finance/ Administration Sections or the Command Staff.
Supporting Materials	Refers to the several attachments that may be included with an Incident Action Plan, e.g., communications plan, map, safety plan, traffic plan, and medical plan.

Tactical Direction	Direction given by the Operations Section Chief at the SEMS Field level which includes the tactics appropriate for the selected strategy,the selection and assignment of resources, tactics implementation, and performance monitoring for each operational area.
Task Force	A combination of single resources assembled for a particular tactical need, with common communications and a leader.
Technical Specialists	Personnel with special skills that can be used anywhere within the ICS or EOC organization.
Time Unit	Functional unit within the Finance/ Administration Section responsible for recording time for incident or EOC personnel and hired equipment.
Type	Refers to resource capability. A Type 1 resource provides a greater overall capability due to power, size, capacity, etc., than would be found in a Type 2 resource. Resource typing provides managers with additional information in selecting the best resource for the task.
Unified Area Command	A Unified Area Command is established when incidents under an Area Command are multi-jurisdictional. (See Area Command and Unified Command)
Unified Command	In ICS, Unified Command is a unified team effort which allows all agencies with responsibility for the incident, either geographical or functional, to manage an incident by establishing a common set of incident objectives and strategies. This is accomplished without losing or abdicating agency authority, responsibility or accountability.
Unit	An organizational element having functional responsibility. Units are commonly used in incident Planning/Intelligence, Logistics, or Finance/Administration sections and can be used in operations for some applications. Units are also found in EOC organizations.

Unity of Command	The concept by which each person within an organization reports to one and only one designated person.

CHAPTER 10 POSITION CHECKLIST

All EOC Responder Checklist

Management Section Position Checklists

- Director of Emergency Services
- EOC Director
- Policy Group
- City Attorney
- Management/Command Group
- EOC Coordinator
- Liaison
- Safety Officer
- Public Information Officer
- Agency Representative

Operations Section Position Checklists

- EOC Operations Section Chief
- Fire Branch
- Law Branch – Fatalities Management
- Public Works Branch – Water/Utilities Management
- Care and Shelter Branch
- Dispatch Group

Planning/Intelligence Section Position Checklists

- EOC Planning/Intelligence Section Chief
- Documentation Unit
- Situation Status Unit
- Resource Status Unit
- Safety Assessment Unit
- Recovery/Advanced Planning Unit

- Technical Specialist
- Demobilization Unit

Logistics Section Position Checklist

- EOC Logistics Section Chief
- Service Branch
    - Communications Unit
    - Food Unit
- Support Branch
    - Facilities/Ground Support Unit
    - Transportation Unit
    - Personnel/Volunteer Unit
    - Supply Unit

Finance/Administration Section Position Checklists

- EOC Finance/Administration Section Chief
- Cost Recovery Unit
- Time Keeping Unit
- Supply and Procurement Unit
- Compensation/Claims Unit
- Cost Analysis Unit

ALL EOC RESPONDER CHECKLIST

There are certain standard tasks that are conducted by all EOC responders at the onset of the EOC activation, throughout the assigned shift, and when the position is demobilized. A standardized checklist has been developed for the Activation, General Operations, and Demobilization phases and the tasks to be performed during each EOC position assignment in the EOC. This list will also be included in the checklist notebooks at each position within the EOC:

All EOC Responders Standardized List

Activation Phase Tasks

- Check-in, sign roster, confirm EOC Responder position and report to your designated Supervisor
- Confirm EOC Responder position and obtain shift length, shift change times, briefing meeting timelines and general EOC policies from your Supervisor
- Report to your workstation and don the appropriate position vest
- Follow posted directions for computer start-up and, if applicable, WebEOC log-in
- Start a position log in WebEOC that chronologically describes actions taken during your shift
- Review your EOC Responder Position Checklist; clarify any issues regarding your authority and assignment with your Supervisor
- Ensure that all required supplies for your workstation are available and equipment is working properly e.g. phones, radios, forms, lists, maps, computer links, etc
- Obtain initial incident briefing
- Obtain contact information for counterparts at the Orange County Operational Area EOC, DOCs/BOCs, and other relevant agencies established lines of communications

General Operations Phase Tasks

- Refer all media inquiries or contact to the EOC PIO
- Attend all meetings and briefings for your position
- Maintain current status reports and displays for your position
- Advise your Supervisor of any status/situation updates

- Provide input to and review the EOC Action Plan; execute the tasks of your section and monitor progress with the Emergency Services Director's stated objectives
- Maintain accurate records of personnel, equipment, and materials. Record all expenditures and forward to the Finance & Administration Section
- Deposit all paper documents with the Planning & Intelligence Section's Documentation Unit at the end of your shift
- Brief your relief at shift-change time. Ensure that activities in progress are identified and follow-up requirements are communicated and fully understood

Demobilization Phase Tasks

- Begin demobilizing when authorized by your Supervisor
- Ensure that any open actions are completed or transferred to other EOC elements, as appropriate
- Ensure that all required forms and reports are completed; close out activity logs, return all checked out equipment, and provide all documentation to the Planning & Intelligence Section's Documentation Unit prior to your release and departure from the EOC
- Inform counterparts at the Orange County Operational Area EOC and DOC's, and other relevant agencies that your position is being demobilized
- Leave forwarding information, including cell numbers and email with the Planning & Intelligence Section's Documentation Unit Leader
- Participate in all scheduled debriefings and critiques of the emergency response. Be prepared to provide input to the After-Action Report

EOC MANAGEMENT SECTION

Management Section Position Checklists

- Director of Emergency Services
- EOC Director
- Policy Group
- City Attorney
- Management/Command Group
- EOC Coordinator
- Liaison
- Safety Officer
- Public Information Officer
- Agency Representative

Overview

Management is responsible for overall emergency policy and coordination through the joint efforts of governmental agencies and private organizations.

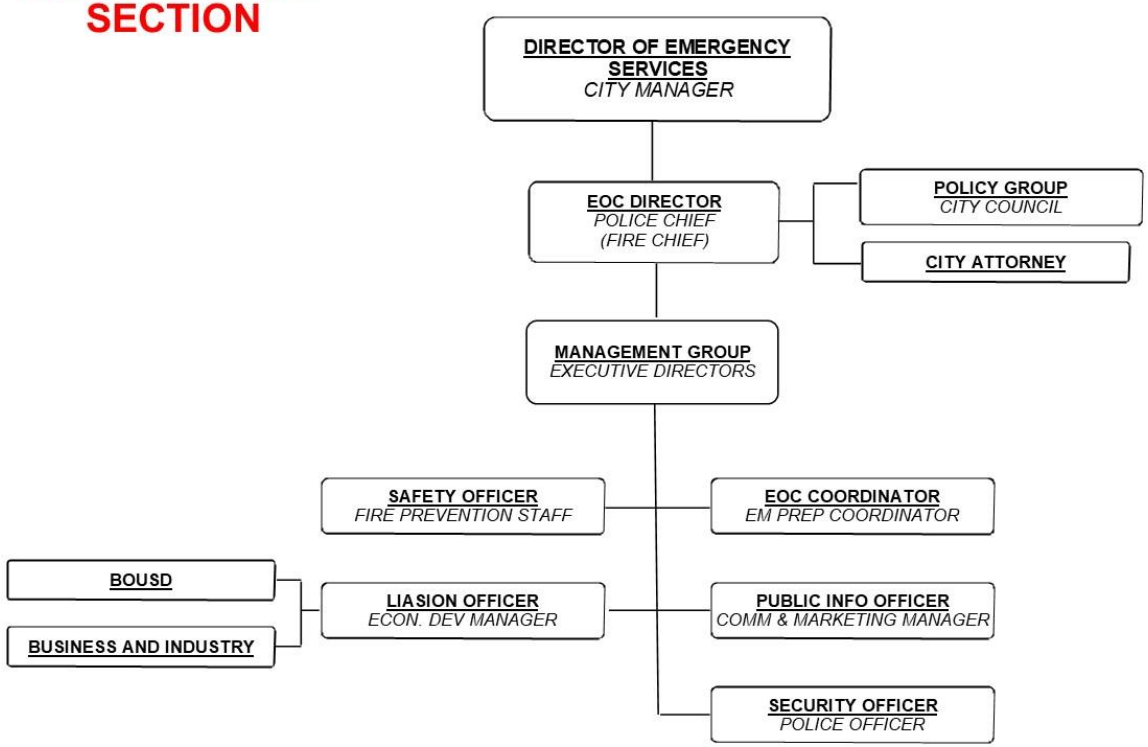
Objectives

The overall objective of emergency management is to ensure the effective management of response and recovery activities and resources in preparing for and responding to situations associated with all hazards. To carry out its responsibilities, the Management Section will accomplish the following objectives during a disaster/emergency:

- Overall management and coordination of emergency response and recovery operations, including on-scene incident management as required
- Coordinate and liaison with appropriate federal, state and other local government agencies, as well as applicable segments of private sector entities and volunteer agencies
- Establish priorities and resolve any conflicting demands for support
- Prepare and disseminate emergency public information to inform, alert and warn the public
- Disseminate damage information and other essential data

- Ensure that all EOC Sections are aware of and follow documentation procedures to recover all eligible disaster response and recovery costs

BREA EOC MANAGEMENT SECTION



POLICY GROUP

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Mayor and City Council Members**

Print Name: _____

ALTERNATE: **Mayor Pro-Tem and City Council Members**

Print Name: _____

GENERAL DUTIES:

- Proclaim and/or ratify a local emergency, and end the emergency.
- Establish executive level policies for management of emergency.
- Ensure that the Emergency Services Director has clear policy direction.
- Make recommendations and provide advice to the Emergency Services Director.
- Establish basic policies which govern the emergency organization.
- Obtain briefings from Emergency Services Director and interact with the public and media.
- Host and accompany VIPs and government officials on tours of the emergency/ disaster.

RESPONSIBILITIES:

Proclaim and/or ratify a local emergency, approve emergency orders and serve as City Officials. Policy issues that may need to be addressed during activation may include; crisis communication issues, declarations, restrictions, contingency funding, donations/volunteer management, restoration, resource allocation and response and recovery priorities, etc.

The Policy Group will operate from the City Managers Conference Room to ensure confidentiality during discussions. The Emergency Services Director will ensure communications between the EOC and the Policy Group are maintained throughout the entire activation.

The Director of Emergency Services will consider implications of the disaster and communicate with the Policy Group especially in relation to coordination for response and recovery efforts, and especially legal issues.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

STARTUP ACTIONS:

- Check in at the City Managers Conference Room.
- Receive incident briefing from the Emergency Services Director.
- Call emergency meetings of the City Council to proclaim and/or ratify a local emergency and approve emergency orders as needed.
- Three (3) members of the City Council are needed for an official quorum.
- Seek Legal Counsel from the City Attorney as required.
- Emergency proclamations must be ratified within seven (7) days.
- Approve extraordinary expenditure requirements as necessary.
- Review, at least every 14 days, the need for continuing the Local Emergency and proclaim the termination of the Local Emergency as conditions warrant.
- In consultation with the Emergency Services Director and General Staff, develop temporary emergency policies for managing the strategic aspects of the emergency.
- Oversee the release of official statements.
- Upon request of PIO or Liaison Officer, host and accompany VIP's and governmental officials on tours of the emergency/disaster area. Coordinate all tours with Public Information Officer (PIO) and Field Incident Commander.
- Provide interviews to the media as arranged by the PIO.
- Refer all requests for emergency information to the Emergency Services Director or Public Information Officer.
- Serve on and coordinate activities of the Disaster Council.

POSITION OPERATIONAL DUTIES:

- Develop or utilize existing citizen’s advisory group to address concerns.
- Consider developing an emergency planning task force within the local business or trade association to discuss concerns and disseminate pre-event planning information and post-event recovery information.

- Consider developing a plan to provide a Local Assistance Center (LAC) location that can be utilized for information and assistance to citizens and businesses impacted by an emergency.
- Encourage post-event discussions in the community to identify perceived areas of improvements.

Note: Council members should refrain from direct involvement with City or joint City/County/State EOC activities. Council members will be provided information updates through the Emergency Services Director and the EOC Director.

CITY ATTORNEY

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **City Attorney**

Print Name: _____

ALTERNATE: **City Attorney Designee**

Print Name: _____

SUPERVISOR: **Emergency services Director**

GENERAL DUTIES:

- Prepare proclamations, emergency ordinances and other legal documents and provide legal services as required.
- Maintain legal information, records and reports relative to the emergency.
- Commence legal proceedings as needed.
- Participate as a member of the EOC Management Team when requested by Emergency Services Director.
- Participate as a member of the Policy Group or EOC Management Team when requested by City Council or Emergency Services Director

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RESPONSIBILITIES:

Act as the City Attorney to provide legal advice to the Policy Group and Emergency Services Director in all legal matters relative to emergency response and recovery actions and operations. The City Attorney will be located with the Policy Group in City Hall but shall also provide support to EOC staff as needed.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES:

- Prepare proclamations, emergency ordinances and other legal documents required by the City Council and the Emergency Services Director.
- Develop rules, regulations and laws required for the acquisition and/or control of critical resources.
- Develop emergency ordinances and regulations to provide a legal basis for evacuation and/or population control.
- Commence civil and criminal proceedings as necessary and appropriate to implement and enforce emergency actions.
- Advise the Emergency Services Director on areas of legal responsibility and identify potential liabilities.
- Advise the City Council, Emergency Services Director and management personnel of the legality and/or legal implications of contemplated emergency actions and/or policies.
- Prepare documents relative to Health and Safety issues and the abatement of hazardous structures or conditions.

EMERGENCY SERVICES DIRECTOR

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **City Manager**

Print Name: _____

ALTERNATE: **Designee**

Print Name: _____

SUPERVISOR: **City Council**

Print Name: _____

GENERAL DUTIES:

- Serve as the Director of Emergency Services for the City of Brea.
- Make executive decisions based on policies of the City Council.
- Develop and issue rules, regulations, proclamations and orders.
- Establish the appropriate level of organization, and continuously monitor the effectiveness of that organization. Make changes as required.
- Exercise overall management responsibility for the coordination of the response efforts within the affected area. In conjunction with the Management and General Staff, set priorities for response efforts, and ensure that all agency actions are accomplished within the priorities established.
- Ensure that multi-agency or inter-agency coordination is accomplished effectively within the EOC.
- Support and coordinate a multi-agency disaster response including federal, state, regional and outside agency resources.

RESPONSIBILITIES:

Provide overall management and coordination of the City of Brea emergency response and recovery efforts.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION START-UP ACTIONS:

- Identify yourself as the Emergency Services Director by putting on the vest with your title. Print your name on the EOC organizational chart next to your assignment.
- Direct the implementation of the City of Brea's Emergency Operations Plan activating the use of the Incident Command System.
- Determine level of EOC activation and ensure that EOC positions are filled as needed.
- Make staff assignments; prepare work objectives for staff and brief staff.
- Ensure that the Management Section is staffed as soon as possible at the level needed:
    - EOC Director
    - Public Information Officer
    - EOC Coordinator
    - Management/Command Group
    - Liaison
    - Safety Officer
    - Agency Liaisons
- Direct the EOC Director to appoints the necessary EOC Section Chief's (General Staff) and ensure they are in place as soon as possible and are staffing their respective units:
    - EOC Operations Section Chief
    - EOC Planning/Intelligence Section Chief
    - EOC Logistics Section Chief
    - EOC Finance/Administration Section Chief
- Request additional personnel to maintain a 24-hour operation as required.

- Ensure that all EOC Management team meetings, General Staff meetings and policy decisions are adequately documented by a scribe for post disaster analysis and reporting.
- Ensure that all departments document and account for personnel and work assignments.
- Confirm the delegation of authority. Provide any guidance or direction as necessary.
- Determine appropriate delegation of purchasing authority to the Purchasing Unit of the Finance/Administration Section.
- Schedule the first planning meeting and establish the frequency of briefing sessions.
- Confer with EOC Director, Emergency Management Coordinator and Section Chiefs to determine what representation is needed at the EOC from other agencies.

POSITION OPERATIONAL DUTIES:

- Assess situation, work in progress, resources and estimate incident duration.
- Develop and issue appropriate rules, regulations, proclamations and orders.
- Initiate Emergency Proclamations as needed.
- Establish City Hall hours of operation.
- Conduct periodic briefing sessions with the entire EOC Management Team to update the overall situation.
- Conduct periodic briefing sessions with the City Council to update the overall situation.
- Set priorities for restoration of city services.
- Approve and authorize the implementation of the EOC Action Plan developed and prepared by the EOC Planning/Intelligence Section and EOC Management Team.
- In conjunction with the EOC Public Information Officer (PIO), coordinate and conduct news conferences and review media releases as required. Establish procedure for information releases affecting inter-agency coordination.
- Authorize the PIO to release information to the media and to access the Emergency Alert System (EAS) as needed.

- Establish and maintain positive and effective inter-agency coordination.
- Arrange for VIP tours and coordinate with the PIO and EOC Director.
- Establish contacts and maintain needed support from adjacent jurisdictions/agencies and with other organizational levels as appropriate.
- Proclaim termination of the emergency.
- Direct recovery operations.
- Ensure completion and submittal of an after-action report.

EMERGENCY OPERATIONS CENTER (EOC) DIRECTOR

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Police Chief, Fire Chief or Designee**

Print Name: _____

ALTERNATE: **Designee**

Print Name: _____

SUPERVISOR: **Director of Emergency Services**

GENERAL DUTIES:

- Report to the Director of Emergency Services for the City of Brea.
- Implement executive decisions based on policies of the Director of Emergency Services and the City Council.
- Establish the appropriate level of the EOC organization, and continuously monitor the effectiveness of that organization. Make changes as required.
- Be prepared to form additional branches/groups/units as dictated by the situation.
- Exercise overall management responsibility for the coordination of the response efforts within the affected area. In conjunction with Management and the General Staff, develop priorities for response efforts, and ensure that all agency actions are accomplished within the priorities established.
- Ensure that multi-agency or inter-agency coordination is accomplished effectively within the EOC.
- Coordinate with Agency Representatives assigned to the EOC and handle requests from other agencies for sending liaison personnel to other EOCs.
- Support and coordinate a multi-agency disaster response including federal, state, regional and outside agency resources.

RESPONSIBILITIES:

Manage all Emergency Operations Center General Staff.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION START-UP ACTIONS:

- Identify yourself as the EOC Director by putting on the vest with your title. Print your name on the EOC organizational chart next to your assignment.
- Direct the implementation of the City of Brea's Emergency Operations Plan activating the use of the Incident Command System.
- Determine level of EOC activation and ensure that EOC positions and ICS field positions are filled as needed.
- Appoint the necessary EOC Section Chief's (General Staff) and ensure they are in place as soon as possible and are staffing their respective units:
    - EOC Operations Section Chief
    - EOC Planning/Intelligence Section Chief
    - EOC Logistics Section Chief
    - EOC Finance/Administration Section Chief
- Confer with Emergency Management Coordinator & Section Chiefs to determine what representation is desired/required at the EOC from other agencies such as:
    - Local/county/state/federal agencies
    - Schools
    - Volunteer organizations
    - Private sector organizations
    - Utility providers
- Request plans to maintain a 24-hour operation as required.
- Prepare initial work objectives for Section staff, brief staff and make staff assignments.
- Ensure that all EOC Management Team meetings, General Staff meetings and policy decisions are documented by a scribe.
- Ensure that all departments account for personnel and work assignments.
- Confirm the delegation of authority. Obtain guidance or direction as necessary from the Director of Emergency Services.

- Determine appropriate delegation of purchasing authority to the Purchasing Unit of the Finance/Administration Section.
- Schedule the first Operational Planning Meeting.
- Direct the Development of the EOC Action Plan by the EOC Planning/Intelligence Section and EOC Sections.
- Approve the Final Action Plan and provide an EOC Staff Briefing.
- In consultation with the Director of Emergency Services and Section Chiefs, establish the frequency of briefing sessions.

POSITION OPERATIONAL DUTIES:

- Carry out responsibilities of all other EOC Sections not currently staffed.
- Assess situation, work in progress, resources and estimate incident duration.
- Set up EOC planning meeting schedule with all EOC Section Chiefs.
- Develop overall strategy with the EOC Section Chiefs.
- Ensure that EOC Sections are carrying out their principle duties:
    - Implementing operational objectives per the EOC Action Plan.
    - Preparing action plans and status reports.
    - Providing adequate facility and operational support.
    - Providing administrative and fiscal record keeping and support.
- Develop and issue appropriate rules, regulations, proclamations and orders.
- Request initiation of an Emergency Proclamation by the Director of Emergency Services as needed.
- Conduct periodic briefing sessions with the entire EOC Management Team to update the overall situation.
- Conduct periodic briefing sessions with the City Council to update the overall situation.
- Set priorities for restoration of city services.
- Hold action planning meeting of section Chief's and branch coordinators, agency representatives (as required) and key staff. The activities to be covered in an action planning meeting are:

- Provide briefings on current and forecasted situation and major reportable incidents within affected Operational Area.
- Obtain any additional information from other sources on the current situation assessment.
- Review availability and status of ordered, en route, or staged resources.
- Establish with staff the next Operational Period for which the EOC Action Plan should be developed.
- Define priority actions to be accomplished or undertaken within the next Operational Period in light of the known and forecasted situation and status of available resources.
- Establish assignments for available and incoming resources based on current and forecast situation and established priorities.
- Determine need for additional resources and establish specific responsibilities for ordering.
- Discuss and resolve any internal coordination issues.
- Ensure that staff is clear on the EOC Action Plan.
- Have pertinent elements documented for distribution as necessary.
- Establish time for next action planning meeting.

- Provide support as required to the EOC Public Information Officer (PIO).
- Request the PIO to release information to the media and to access the Emergency Alert System (EAS) as needed.
- Monitor performance of EOC personnel for signs of stress or under-performance; initiate Critical Incident Stress Debriefing as appropriate in coordination with Supply (Personnel) Unit of the Logistics Section Determine status and resource needs and availability of other agencies.
- Brief Agency Representatives on current situation, priorities and EOC Action Plan.
- Establish and maintain a safe working environment for all affected personnel.
- Ensure that proper security of the EOC is maintained at all times.
- Establish contacts and maintain needed support from adjacent jurisdictions/agencies and with other organizational levels as appropriate.
- Notify Orange County Operational Area, adjacent facilities and other EOCs as necessary of planned time for deactivation.

- Proclaim termination of the emergency and proceed with recovery operations
- Ensure completion and submittal of an after-action report.

EOC COORDINATOR

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Emergency Preparedness Coordinator**

Print Name: _____

ALTERNATE: **Designee**

Print Name: _____

SUPERVISOR: **Emergency Services Director**

GENERAL DUTIES:

- Ensure the EOC is set up and ready for activation.
- Coordinate EOC internal management systems.
- Liaison with outside public jurisdictions and internal departments.
- Interact with other sections and branches/groups/units within the EOC to obtain information, assist in coordination, and ensure the proper flow of information.
- Assist and serve as an advisor to the Emergency Services Director, the EOC Director and General Staff as needed.
- Provide information and guidance to the EOC Management Team.
- Maintain contact with the Orange County Operational Area EOC Liaison Officer.
- Serve (temporary assignment) as a Section Chief if assigned by the Emergency Services Director or EOC Director.
- Coordinate all visits to the EOC Function as a central location for incoming Agency Representatives, provide workspace, and arrange for support as necessary.
- Ensure that all developed guidelines, directives, action plans, and appropriate situation information is disseminated to Agency Representatives.

RESPONSIBILITIES:

Facilitate the overall functioning of the EOC, coordinate with other agencies and SEMS levels and serve as a resource to the Emergency Services Director and/or the EOC Director.

Serve as the point of contact for Agency Representatives from assisting organizations and agencies outside the city government structure; aid in coordinating the efforts of these outside agencies to reduce the risk of their operating independently. Any state and/or federal emergency official should contact the Liaison Officer to ensure continuity of operations.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS START-UP ACTIONS:

- Ensure the EOC is properly set up and ready for operations.
- Ensure that telephone, radio and data communications with other facilities are established and tested.
- Clarify EOC Activation Level.
- Receive incident briefing from the EOC Director and Section Chiefs.
- Notify the Orange County Operational Area that the City's EOC is activated via the notification procedures.
- Ensure that staff has initiated check-in procedures.
- Ensure that the EOC Organization and staffing chart is posted and that arriving team members are assigned by name.
- Assess emergency impacts and provide advice to the Emergency Services Director and/or EOC Director as to the extent of EOC activation.
- Assist the Emergency Services or EOC Director in filling needed workstation assignments.
- Provide assistance and information to Section Chiefs as required.
- Determine 24-hour staffing requirements and request additional support as required.

POSITION OPERATIONAL DUTIES:

- Assist the General Staff and the Emergency Services Director in developing an overall strategy, including:
    - Assess the situation.
    - Define the problem.
    - Establish priorities.
    - Determine the need for evacuation.
    - Estimate the incident duration.
    - Determine if there is a need to make an "Emergency Proclamation."

- Advise the Emergency Services Director about proclamations, emergency ordinances and other legal documents required by the City Council and the Emergency Services Director.
- Assist the Planning/Intelligence Section in the development, continuous updating and execution of the EOC Action Plan.
- Ensure efficient operating procedures within the EOC. Assist any function in addressing any issues that might arise.
- Monitor performance of EOC personnel for signs of stress or under-performance; advise Emergency Services Director of condition.
- Ensure that EOC personnel are properly maintaining all documentation.
- Facilitate and attend periodic briefing sessions conducted by the Emergency Services Director and EOC Director.
- Advise the EOC Director of any issues that need to be addressed and of any responsibilities that need to be assigned.
- Liaison with other agencies (Operational Area, State and FEMA) as assigned. Ensure that all notifications are made to the Orange County Operational Area and verify that requests for assistance have been addressed or forwarded to the State Regional EOC.
- Contact all on-site Agency Representatives. Make sure:
    - They have signed into the EOC.
    - They understand their assigned function.
    - They know their work location.
    - They understand EOC organization and floor plan (provide both).
- Request Agency Representatives contact their agency, determine level of activation of agency facilities, and obtain any intelligence or situation information that may be useful to the EOC.
- Respond to requests for liaison personnel from other agencies.
- Act as liaison with state or federal emergency response officials and appropriate city personnel.
- Determine if there are communication problems in contacting outside agencies. Provide information to the Communications Unit of the EOC Logistics Section.
- Know the working location for any Agency Representative assigned directly to a branch/group/unit.

- Compile list of Agency Representatives (agency, name, EOC phone) and make available to all Section Chief's and Branch/Group/Unit Coordinators.
- Respond to requests from Sections, Branches and Units for Agency information. Direct requests to appropriate Agency Representatives.
- Provide periodic update briefings to Agency Representatives as necessary.
- Ensure that incoming EOC personnel are briefed prior to their assuming their duties. Briefings should include:
    - Current situation assessment
    - Identification of specific job responsibilities
    - Identification of co-workers within the job function and/or geographical assignment
    - Availability of communications
    - Location of work area
    - Identification of eating and sleeping arrangements as appropriate
    - Procedural instructions for obtaining additional supplies, services and personnel
    - Identification of operational period work shifts
- Ensure that all necessary communications have been established.
- Coordinate and monitor all EOC visitations.
- Coordinate all EOC functions with neighboring jurisdictions, the Orange County. Operational Area and other support and response organizations.
- Assist in shift change issues.

LIAISON OFFICER

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Senior Analyst**

Print Name: _____

ALTERNATE: **Management Analyst**

Print Name: _____

SUPERVISOR: **Director of Emergency Services or EOC Director**

Print Name: _____

GENERAL DUTIES:

- Coordinate with Agency Representatives assigned to the EOC and handle requests from other agencies for sending liaison personnel to other EOCs.
- Function as a central location for incoming Agency Representatives, provide work space and arrange for support as necessary.
- Interact with other sections and branches/groups/units within the EOC to obtain information, assist in coordination and ensure the proper flow of information.
- Ensure that all developed guidelines, directives, actions, plans and appropriate situation information is disseminated to Agency Representatives.

RESPONSIBILITIES:

Serve as the point of contact for Agency Representatives from assisting organizations and agencies outside the city government structure; aid in coordinating the efforts of these outside agencies to reduce the risk of their operating independently. Any state and/or federal emergency official should contact the field or EOC Liaison Officer to ensure continuity of operations.

Multi-agency or inter-agency coordination is defined as the participation of agencies and disciplines involved at any level of the SEMS organization working together in a coordinated effort to facilitate decisions for overall emergency response activities, including the sharing of critical resources and the prioritization of incidents.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS START-UP ACTIONS:

- Identify yourself as the EOC Liaison Officer by putting on the vest with your title. Print your name on the EOC Organizational Chart next to your assignment.
- Obtain a briefing on the situation

POSITION OPERATIONAL DUTIES:

- Arrange and coordinate VIP tours with PIO and City Council members.
- Contact all on-site Agency Representatives. Make sure:
    - They have signed into the EOC.
    - They understand their assigned function.
    - They know their work location.
    - They understand EOC organization.
- Determine if outside liaison is required with other agencies such as:
    - Local/county/state/federal agencies
    - Schools
    - Volunteer organizations
    - Private sector organizations
    - Utilities not already represented
- Determine status and resource needs and availability of other agencies.
- Brief Agency Representatives on current situation, priorities, and EOC action plan.
- Request Agency Representatives contact their agency, determine level of activation of agency facilities, and obtain any intelligence or situation information that may be useful to the EOC.
- Notify and coordinate with adjacent jurisdictions on facilities and/or dangerous releases which may impose risk across boundaries.
- Respond to request for liaison personnel from other agencies.
- Act as liaison with state or federal emergency response officials and appropriate city personnel.

- Determine if there are any communication problems in contacting outside agencies. Provide information to the Communications branch of the Logistics section.
- Know the working location for any Agency Representative assigned directly to a branch/group/unit.
- Compile list of Agency Representatives (agency, name, and EOC phone) and make available to all Section and Branch/Group/Unit coordinators.
- Respond to requests from sections and branches/groups/units for Agency information. Direct requesters to appropriate Agency Representatives.
- Provide periodic update briefings to Agency Representatives as necessary.

SAFETY OFFICER

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Fire Marshal**

Print Name: _____

ALTERNATE: **Fire Prevention Staff**

Print Name: _____

SUPERVISOR: **Director of Emergency Services or EOC Director**

Print Name: _____

GENERAL DUTIES:

- Ensure that all facilities used in support of EOC operations have safe operating conditions.
- Monitor all EOC and related facility activities to ensure that they are being conducted in as safe a manner as possible under the circumstances which exist.
- Stop or modify all unsafe operations.

RESPONSIBILITIES:

Identify and mitigate safety hazards and situations of potential City liability during EOC operations and ensure a safe working environment in the EOC.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS START-UP ACTIONS:

- Identify yourself as the EOC Safety Officer by putting on the vest with your title. Print your name on the EOC Organizational Chart next to your assignment.
- Obtain a briefing on the situation.

POSITION OPERATIONAL DUTIES:

- Tour the entire facility area and determine the scope of on-going operations.
- Evaluate conditions and advise the EOC Director of any conditions and actions which might result in liability- eg. Oversights, improper response actions, etc.
- Coordinate with the Personnel Unit of the Logistics Section to ensure that training for personnel includes safety and hazard awareness and is compliant with OSHA requirements.
- Study the facility to learn the location of all fire extinguishers, fire hoses and emergency pull stations.
- Be familiar with particularly hazardous conditions in the facility.
- Ensure that the EOC location is free from environmental threats (ie. radiation exposure, air purity, water potability, etc.)
- If the event which caused activation is an earthquake, provide guidance regarding actions to be taken in preparation for aftershocks.
- Keep the EOC Director advised of any safety conditions.
- Coordinate with Compensation and Claims Unit of the Finance Section on any personnel injury claims or records preparation as necessary for proper case evaluation and closure.

AGENCY REPRESENTATIVE

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **American Red Cross**

Print Name: _____

Brea Olinda Unified School District

Print Name: _____

Orange County Sheriff-Coroner

Print Name: _____

Orange County Health Care Agency

Print Name: _____

SUPERVISOR: **EOC Director**

Print Name: _____

RESPONSIBILITIES:

As an individual assigned to the EOC from another agency, the Agency Representative should represent his/her agency by providing agency status, identify resource requirements and requests. The Representative must possess the authority to make decisions and commit resources within the given established limits.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES:

- Obtain current situation briefing from person you are relieving, the EOC Coordinator or Operations Section Chief.
- Contact EOC sections or branches/groups/units appropriate to your responsibility, and advise them of your presence and assigned work location.
- Provide appropriate situation information to the Situation Status Unit of the EOC Planning/Intelligence Section.
- If relocating to work directly with a functional branch/group/unit, advise EOC Coordinator of your location.
- Facilitate requests for support or information that your agency can provide.
- Keep up to date on the general status of resources and activity associated with your agency.
- Represent your agency at planning meetings as appropriate. Be prepared to provide update briefings about your agency's activities and priorities at these meetings.
- Inform your agency periodically on City EOC priorities and actions that may be of interest.

PUBLIC INFORMATION OFFICER

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Communications/Marketing Manager**

Print Name: _____

ALTERNATE: **Communications/Marketing Management Analyst**

Print Name: _____

ALTERNATE: **Director of Emergency Services or EOC Director**

Print Name: _____

GENERAL DUTIES:

- Serve as the dissemination point of all information released to the public within the affected area. Other agencies wishing to release information to the public should coordinate through the Public Information function.
- Assist the Planning and Intelligence Section with the monitoring and maintenance of the EOC Status boards to ensure timely and consistent information is presented.
- Coordinate as necessary to ensure that the public within the affected area receives complete, accurate, timely, and consistent information about lifesaving procedures, health preservation instructions, emergency status and other information, and relief programs and services. Information released should be posted in the EOC (See Attachment #1 – Sample Media Policy).
- Review and coordinate all related public information, media releases, website and social media posts, including dissemination of emergency information to city departments to keep employees apprised of the situation.
- Follow the Joint Information System (JIS) protocols, which include protocols for the Joint Information Center (JIC).
- If an Orange County Operational Area JIC is activated, ensure that the City's public information efforts are coordinated with the JIC as appropriate.

RESPONSIBILITIES:

Ensure that information support is provided on request; that information released is consistent, accurate, and timely and that appropriate information is provided to all required agencies.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES:

- Secure guidance from the Emergency Services Director regarding the release of available information.
- Keep the Emergency Services Director advised of all unusual requests for information and of all major critical or unfavorable media comments. Provide an estimate of the impact and severity and make recommendations as appropriate.
- Coordinate all media events with the Emergency Services Director.
- Ensure that all departments, agencies and response organizations in the jurisdiction are aware that they must coordinate release of emergency information through the PIO and that all press releases must be cleared with the Emergency Services Director before releasing information to the media.
- Establish the Media Center at a site to be determined by the Emergency Services Director, away from the EOC, Command Post and incident for media use and dissemination of information. Announce safe access routes to Media Information Center for media.
- Schedule and post times and locations of news briefings in the EOC, Media Information Center and other appropriate areas.
- Prepare and provide approved information to the media. Post news releases in the EOC, Media Information Center and other appropriate areas.
- Develop an information release program.
- Interact with other branches/groups/units to provide and obtain information relative to public information operations.
- Coordinate with the Situation Status Unit of the Planning/Intelligence Section and define areas of special interest for public information action. Identify means for securing the information as it is developed.
- Maintain an up-to-date picture of the situation for presentation to media.
- Obtain, process, and summarize information in a form usable in presentations.
- Provide periodic briefings and press releases about the disaster situation throughout the affected areas. Refer media representatives to incident level PIOs for specific information.

- As required, periodically prepare briefings for the jurisdiction executives or elected officials.
- Respond to information requests from the Emergency Services Director and EOC Management Team.
- Ensure that a rumor control function is established as necessary, and has the means for identifying false or erroneous information. Develop procedure to be used to squelch such information.
- Provide sufficient staffing and telephones to efficiently handle incoming media and public calls and to gather status information.
- Establish and staff a hot-line to answer inquiries from the public as needed.
- Prepare, update and distribute to the public a Disaster Assistance Information Directory containing locations to obtain food, shelter, supplies, health services, etc.
- Prepare a briefing sheet to be distributed to all employees at the beginning of each shift so they can answer questions from the public, such as shelter locations, water distribution sites, etc.
- Broadcast emergency information/updates on local TV, and City TV-Channel, either through the message board or live taping of Mayor or Emergency Services Director and social media.
- Send emergency/evacuation information through AlertOC.
- Arrange for meetings between media and city officials or incident personnel.
- Provide escort service to the media and VIPs; arrange for tours and photo opportunities when available staff and time permit. Coordinate VIP tours with Liaison Officer, City Council and Field Incident Commanders.
- Assist in making arrangements with adjacent jurisdictions for media visits.
- Determine which radio and TV stations are operational.
- Determine requirements for support to the emergency public information function at other EOC levels.
- Monitor broadcast media, and use information to develop follow-up news releases and rumor control.
- When federal emergency response teams respond, coordinate activities through the Orange County Operational Area to ensure coordination of local, state and federal public information activities.

- Ensure that announcements, information and materials are translated and prepared for special populations (non-English speaking; non-readers; elderly; the hearing, sight and mobility impaired; etc.)
- Prepare materials that describe the health risks associated with each hazard, the appropriate self-help or first aid actions and other appropriate survival measures.
- Prepare instructions for people who must evacuate from a high-risk area, including evacuation routes; types and quantities of clothing needed, food, medical items, etc.
- During periods of increased national readiness, or in time of need, prepare materials that address national security survival tips.
- Issue timely and consistent advisories and instructions for life safety, health and assistance:
    - What to do and why
    - What not to do and why
    - Hazardous areas and structures to stay away from
    - Evacuation routes, instructions and arrangements for persons without transportation or with access or functional needs (non-ambulatory, sight-impaired, etc.)
    - Location of mass care shelters, first aid stations, food and water distribution points, etc.
    - Location where volunteers can register and be given assignments
    - Street and freeway overpass conditions, congested areas to avoid and alternate routes to take
    - Instructions from the Coroner and public health officials pertaining to dead bodies, potable water, human waste and spoiled food disposal
    - Weather hazards when appropriate
    - Public information hotline numbers
    - Status of Local Proclamation, Governor's Proclamation or Presidential Declaration
    - Local, state and federal assistance available; locations and times to apply
    - How and where people can obtain information about relatives/friends in the emergency/disaster area (Coordinate with the Red Cross on the release of this information)

- Issue other information pertaining to the emergency/disaster (acts of heroism, historical property damaged or destroyed, prominence of those injured or killed, other human-interest stories).
- Through the Orange County Operational Area, coordinate with state, federal or private sector agencies to get technical information (health risks, weather, etc.) for release to the public and media.
- Ensure file copies are maintained of all information released and posted in the EOC.
- Post public messaging in Web EOC.
- Provide copies of all releases to the Emergency Services Director.
- Prepare final news releases and advise media representatives of points-of-contact for follow-up stories.

EOC OPERATIONS SECTION

Operations Section Position Checklists

- EOC Operations Section Chief
- Fire Branch
- Law Branch – Fatalities Management
- Public Works Branch – Water/Utilities Management
- Care and Shelter Branch
- Dispatch Group

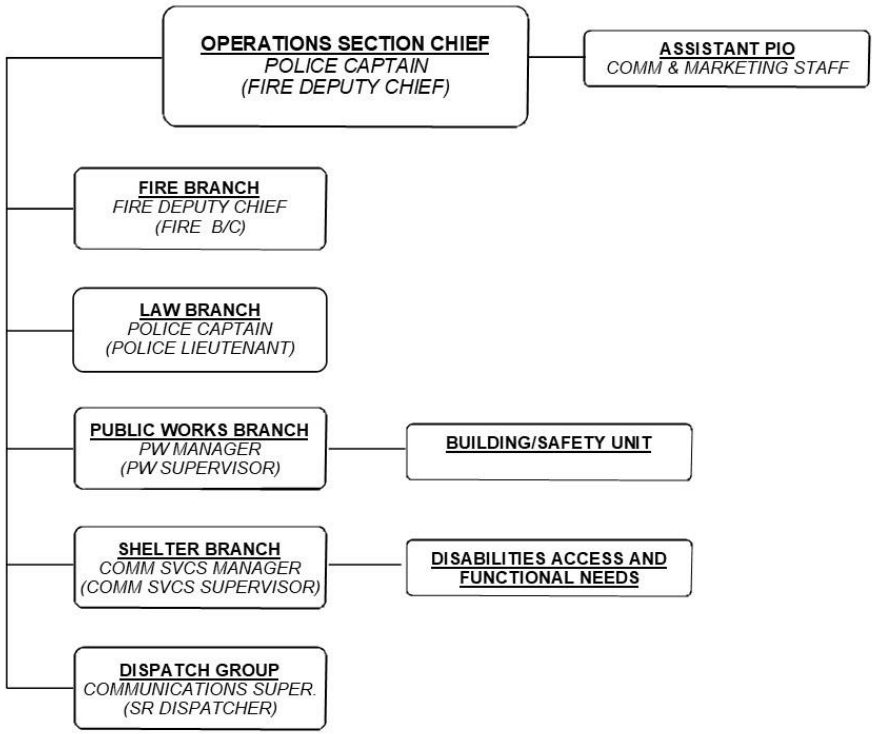
Overview

The EOC Operations Section's primary responsibility is to manage the tactical operation of various response elements involved in the disaster/emergency.

Objectives

The Operations Section is responsible for coordination of all response elements applied to the disaster/emergency. The EOC Operations Section carries out the objectives of the EOC Action Plan and requests additional resources as requested.

BREA EOC OPERATIONS SECTION



OPERATIONS SECTION CHIEF

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Fire Deputy Chief, Police Captain, Public Works Director**

Print Name: _____

ALTERNATE: **Fire Division Chief, Police Lieutenant, Public Works Supervisor**

Print Name: _____

SUPERVISOR: **Director of Emergency Services or EOC Director**

Print Name: _____

GENERAL DUTIES:

- Ensure that the EOC Operations Function is carried out, including the coordination of response for all operational functions assigned to the EOC, such as Fire, Law, Medical/Health, Care and Shelter, Public Works and Building and Safety.
- Ensure that operational objectives and assignments identified in the EOC Action Plan are carried out effectively.
- Establish the appropriate level of Unit organization within the EOC Operations Section, continuously monitoring the effectiveness and modifying accordingly.
- Exercise overall responsibility for the coordination of Unit activities within the EOC Operations Section.
- Ensure that the EOC Planning/Intelligence Section is provided with status reports and major incident reports with current information.
- Conduct periodic EOC Operations briefings for the Emergency Services Director as required or requested.
- Overall supervision of the EOC Operations Section.

RESPONSIBILITIES:

The Operations Section Chief is responsible for the coordination and support of all incident- related operational activities and the management of the EOC Operations

Section. An Ops Chief should be designated for each operational period and should have direct involvement in the preparation of the EOC Action Plan for the corresponding period of responsibility.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

SECTION START-UP ACTIONS:

- Confirm that key EOC Operations Section personnel or alternates are in the EOC or have been notified. Recall the required staff members necessary for the emergency.
- Activate organizational elements within your EOC Section as needed and designate leaders for each element or combination of elements:
    - Fire Branch
    - Law Branch
    - Care and Shelter Branch
    - Public Works Branch
    - Dispatch Group
- Develop a personnel plan to maintain a 24-hour operation as required.
- Brief incoming EOC Section personnel prior to their assuming their duties. Briefings should include:
    - Current situation assessment
    - Identification of specific job responsibilities
    - Identification of co-workers within the job function and/or geographical assignment
    - Availability of communications
    - Location of work area
    - Identification of eating and sleeping arrangements as appropriate
    - Procedural instructions for obtaining additional supplies, services and personnel
    - Identification of operational period work shifts
- Inform the Emergency Services Director and General Staff when your Section is fully operational.
- Open and maintain Section activity logs.

- Using activity log, maintain all required records and documentation to support the EOC After- Action Report and the history of the emergency/disaster. Document:
    - Messages received
    - Action taken
    - Decision justification and documentation
    - Requests filled
    - EOC personnel, time on duty and assignments
- Review responsibilities of branches/groups/units in your Section. Develop plan for carrying out all responsibilities.
- Prepare work objectives for EOC Section staff and make staff assignments.
- Meet with other activated EOC Section Chiefs.
- From the Situation Status Unit of the EOC Planning/Intelligence Section, obtain and review major incident reports and additional field operational information that may pertain to or affect your EOC Section operations. Provide information to appropriate units.
- Participate in the Emergency Services Director's action planning meetings.
- Ensure that all your EOC Section personnel and equipment time records and record of expendable materials used are provided to the Time and Cost Analysis Units of the Finance/Administration Section at the end of each operational period.
- Brief your relief at shift change time. Ensure that in-progress activities are identified and follow-up requirements are known.

POSITION OPERATIONAL DUTIES:

- Establish field communications with affected areas.
- Evaluate the field conditions associated with the disaster/emergency and coordinate with the Situation Status Unit of the EOC Planning/Intelligence Section
- Determine the need to evacuate and issue evacuation orders.
- Determine the need for In-Place Sheltering and issue notification orders.
- In coordination with the Situation Status Unit of the EOC Planning/Intelligence Section, designate primary and alternate evacuation routes for each incident.

- Display on maps the primary and alternate evacuation routes, which have been determined for the incident.
- Identify, establish and maintain staging areas for field Operations-related equipment and personnel.
- Direct EOC Operations Branch/Unit Coordinators to maintain up-to-date Incident Charts, Incident Reports and Branch/Unit specific maps. Ensure that only ACTIVE, ESSENTIAL information is depicted on the charts and maps. All Branch/Unit related items of interest should be recorded on an EOC Incident Report.
- Provide copies of the daily EOC Incident Report to the Documentation Unit of the EOC Planning/Intelligence Section at end of each operational period.
- Coordinate the activities of all departments and agencies involved in the operations.
- Determine resources committed and resource needs.
- Receive, evaluate, and disseminate information relative to the Operations of the disaster/emergency.
- Provide all relevant emergency information to the Public Information Officer.
- Notify and coordinate with adjacent jurisdictions on facilities and/or dangerous releases that may impose risk across boundaries.
- Conduct periodic EOC Operations Section briefings and work to reach consensus for forthcoming operational periods.
- Work closely with the EOC Planning/Intelligence Section Chief in the development of the EOC Action Plan.
- Work closely with each Branch/Unit leader to ensure EOC Operations Section objectives as defined in the current EOC Action Plan are being addressed.
- Ensure that intelligence information from Branch/Unit leaders is made available to the EOC Planning/Intelligence Section.
- Coordinate with the Facilities and Supply Units of the EOC Logistics Section on animal care issues.
- Ensure that all fiscal and administrative requirements are coordinated through the EOC Finance/Administration Section, i.e., notification of any emergency expenditures.
- Review suggested list of resources to be released and initiate recommendations for their release. Notify the Resources Unit of the EOC Planning Section.

FIRE BRANCH

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Fire Division Chief**

Print Name: _____

ALTERNATE: **Fire Representative**

Print Name: _____

SUPERVISOR: **EOC Operations Section Chief**

Print Name: _____

GENERAL DUTIES:

- Coordinate the prevention, control and suppression of fires and hazardous materials incidents.
- Coordinate the provision of emergency medical care.
- Coordinate and conduct all urban search and rescue operations.
- Implement the portion of the EOC Action Plan appropriate to the Fire Branch.

RESPONSIBILITIES:

Coordinate personnel, equipment and resources committed to the fire, field medical, search and rescue and hazardous materials elements of the incident.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

EOC BRANCH START-UP ACTIONS:

- Ensure that all required supplies are available and equipment is working properly (phones, radios, forms, lists, maps, etc.)
- Ascertain if all key Fire personnel are in the EOC or have been notified.
- Clarify any issues regarding your authority and assignment and what others in the organization do.
- Ensure that all Fire personnel have completed status check on equipment, facilities and operational capabilities.
- Ensure that field units begin safety assessment survey of critical facilities and report status information to the EOC Planning/Intelligence Section through the EOC Operations Section.

GENERAL OPERATIONAL DUTIES:

- Ensure that the Safety/Damage Assessment plan is being carried out by field units
- Obtain regular briefings from field command post(s) or DOC.
- Maintain contact with established DOCs and work/control/dispatch centers to coordinate resources and response personnel.
- Direct field units to report pertinent information (casualties, damage observations, evacuation status, radiation levels, chemical exposures, etc.) to the appropriate EOC Operations Branch.
- Assume Medical/Health Branch Responsibilities until support is provided by the OC Health Care Agency.

POSITION OPERATIONAL DUTIES:

- Assess the impact of the disaster on the Brea Fire operational capacity.
- Set Fire priorities based on the nature and severity of the disaster.
- Attend planning meetings at the request of the EOC Operations Section Chief.
- Assist in the preparation of the EOC Action Plan.

- Estimate need for fire mutual aid.
- Implement personnel, equipment, and resources to urban search and rescue operations.
- Request mutual aid resources through proper channels and notify the EOC Operations Section Chief:
    - Order all fire resources through the MetroNet Communications Center, who will coordinate requests with the Orange County Operation Area Communications Center
    - Order all other resources through the Logistics Section
- Report to the EOC Operations Section Chief when:
    - EOC Action Plan needs modification
    - Additional resources are needed or surplus resources are available
    - Significant events occur
- Report to the Operational Area Fire and Rescue Coordinator on major problems, actions taken, and mutual aid resources available or needed.
- Alert all emergency responders to the dangers associated with hazardous materials and fire (Reference County of Orange Hazardous Materials Area Plan).
- Conduct hazardous materials management and operations.
- Provide emergency medical care and transportation of injured to care facilities.
- Assist in dissemination of warning to the public.
- Provide fire protection and safety assessment of shelters.
- Provide support for radiation monitoring and decontamination operations (Reference County of Orange Hazardous Materials Area Plan).
- Coordinate with the Orange County Operational Area in appropriate disease prevention measures, i.e., inoculation, water purification, pest control, inspection of foodstuffs and other consumables, etc.
- Check with the other EOC Operations Section Branches on the status of the emergency.
- Coordinate with the Food and Facilities Units of the EOC Logistics Section for feeding and shelter of fire personnel.

- Determine if current and forecasted weather conditions will complicate large and intense fires, hazardous material releases, major medical incidents, and/or other potential problems.
- Review and approve accident and medical reports originating within the Fire Branch.
- Resolve logistical problems reported by the field units.

LAW BRANCH

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Police Lieutenant or Sergeant**

Print Name: _____

ALTERNATE: **Police Lieutenant or Sergeant**

Print Name: _____

SUPERVISOR: **EOC Operations Section Chief**

Print Name: _____

GENERAL DUTIES:

- Coordinate movement and evacuation operations during the disaster.
- Alert and notify the public of the pending or existing emergency (through EOC PIO).
- Activate any public warning systems.
- Coordinate all law enforcement and traffic control operations during the disaster.
- Ensure the provision of security at incident facilities.
- Coordinate incoming law enforcement mutual aid resources during the emergency.
- Coordinate and assume responsibility as necessary for Fatalities Management in the event the Coroner is delayed in responding.

RESPONSIBILITIES:

Alert and warn the public, coordinate evacuations, enforce laws and emergency orders, establish safe traffic routes, ensure that security is provided at incident facilities, ensure emergency access control to damaged areas, order and coordinate appropriate mutual aid resources, and assume responsibility for the management of fatalities in the absence of the Orange County Coroner. Necessary units or groups may be activated as needed to carry out these functions.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

BRANCH/UNIT START-UP ACTIONS:

- Ensure that all required supplies are available an equipment is working properly (phones, radios, forms, lists, maps, etc.)
- Ascertain if all key Police Department personnel are in the EOC or have been notified.
- Clarify any issues regarding your authority and assignment and what others in the organization do.

POSITION OPERATIONAL DUTIES:

Branch/Unit Operational Duties are organized into categories: Mobilization, Initial Response, Alerting/Warning, Evacuation, Security, Fatalities Management, Animal Care, and Additional Actions in Response to Hazardous Materials, Air Crash, or Flooding/Reservoir Failure.

MOBILIZATION:

- Ensure that all off-duty Law Enforcement and Public Safety personnel have been notified of callback status in accordance with current department emergency procedures.
- Ensure that Law Enforcement and Public Safety personnel have completed status checks on equipment, facilities, and operational capabilities.
- Alter normal patrol procedures to accommodate the emergency situation.

INITIAL RESPONSE:

- Ensure that field units begin safety/damage assessment survey of critical facilities and report status information to the EOC Planning/Intelligence Section through the EOC Operations Section.
- Notify Watch Commander of status.
- Coordinate with the appropriate units of the EOC Logistics Section for supplies, equipment, personnel, and transportation for field operations.

- Establish a multi-purpose staging area as required.
- Maintain contact with established DOCs and work/control/dispatch centers to coordinate resources and response personnel.
- Direct field units to report pertinent information (casualties, damage observations, evacuating status, radiation levels, chemical exposure, etc.) to the appropriate EOC Operations Branch.

EVACUATION:

- Designate area to be warned and/or evacuated.
- Develop the warning/evacuation message to be delivered. At a minimum the message should include:
    - Nature of the emergency and exact threat to public
    - Threat areas
    - Time available for evacuation
    - Evacuation routes
    - Location of evacuee assistance center
    - Radio stations carrying instructions and details
- Coordinate all emergency warning and messages with the Emergency Services Director and the PIO. Consider following dissemination methods:
    - Notifying police units to use loudspeakers and Hi Lo sirens to announce warning messages.
    - Determining if helicopters are available and/or appropriate for announcing warnings.
    - Using cable TV, local radio stations or local low-power radio stations to deliver warning or emergency messages upon approval of the Emergency Services Director.
    - Use the Emergency Alert System (EAS) for local radio and television delivery of warnings. The Police Chief and City Manager have the authority to request an EAS warning via Orange County Sheriff's Department.
    - Using explorers, volunteers, reserves and other city personnel as necessary to help with warnings. Request through the EOC Logistics Section.

  - Ensure that dispatch notifies special facilities requiring warning and/or notification (i.e. hospitals, schools, government facilities, special industries, etc.)

- Warn all special populations such as non-English speaking and hearing and sight impaired persons of the emergency situation/hazard by:
  - Using bilingual employees whenever possible
  - Translating all warnings, written and spoken, into appropriate languages
  - Contacting media outlets (radio/television) that serve the languages you need
  - Utilizing TDD machines and 9-1-1 translation services to contact the deaf
  - Using pre-identified lists of disabled and hearing and sight impaired persons for individual contact
- Check vacated areas to ensure that all people have received warnings.
- Implement the evacuation portion of the EOC Action Plan.
- Establish emergency traffic routes in coordination with the Public Works Branch.
- Coordinate with the EOC Public Works Branch traffic engineering to determine capacity and safety of evacuation routes and time to complete evacuation.
- Ensure that evacuation routes do not pass through hazard zones.
- Identify alternate evacuation routes where necessary.
- Through field unit requests, identify persons/facilities that have special evacuation requirements; i.e. disabled, hospitalized, elderly, institutionalized, incarcerated, etc. Check status and evacuate if necessary. Coordinate with the Transportation Unit of the EOC Logistics Section for transportation.
- Consider use of city vehicles if threat is imminent. Coordinate use of city vehicles (trucks, vans, etc.) with the Transportation Unit of the EOC Logistics Section. Encourage the use of private vehicles if possible.
- Establish evacuation assembly points.
- Coordinate the evacuation of hazardous areas with neighboring jurisdictions and other affected agencies.
- Coordinate with Care and Shelter Branch to open evacuation centers.
- Establish traffic control points and provide traffic control for evacuation and perimeter control for affected areas.

- Place towing services on stand-by to assist disabled vehicles on evacuation routes.
- Monitor status of warning and evacuation processes.
- Coordinate with the Public Works Branch for access control and to obtain necessary barricades and signs.

SECURITY:

- Enforce curfew and other emergency orders, as identified in the EOC Action Plan.
- Request mutual aid assistance through the Law Enforcement Mutual Aid Coordinator.
- Coordinate security in the affected areas to protect public and private property.
- Coordinate security for critical facilities and resources.
- Coordinate with the Public Works Branch for street closures and board up of buildings.
- Coordinate law enforcement and crowd control services at mass care and evacuation centers.
- Ensure access control to damaged areas.
- Provide information to the PIO on matters relative to public safety.
- Ensure that detained inmates are protected from potential hazards. Ensure adequate security, relocation, transportation and confinement as necessary.
- Consider vehicle security and parking issues at incident facilities and coordinate security if necessary.
- Develop procedures for safe re-entry into evacuated areas.
- Ensure post incident investigation is conducted and documented.

FATALITIES MANAGEMENT:

- Activate the EOC Fatalities Management Unit if the Coroner is needed and the County cannot provide service.
- Ensure that Coroner notification has been made to the Orange County Operational Area. Determine the expected time of arrival.

- Coordinate the removal and disposition of the dead if requested by the County Coroner.
- Continually attempt to contact the County Coroner to advise of condition and needs. Return control of function as soon as possible to that office.
- Establish temporary morgue facilities.
- Coordinate with local morticians for assistance.
- Coordinate with the Supply and Transportation Units of the EOC Logistics Section to arrange for cold storage locations and transportation for temporary body storage.
- Coordinate with the Supply Unit of the EOC Logistics Section for procurement of body bags, tags, gloves, masks, stretchers and other support items.
- Coordinate with Public Works and Fire Branches on removal procedures for bodies within unstable or hazardous structures.
- Advise all personnel involved in body recovery operations of the specific documentation requirements.
- Ensure that assigned personnel and volunteers are monitored for stress, morale, or psychological problems related to body recovery operations.
- Consider changing shifts at six hours if involved in body recovery.
- Arrange for Critical Incident Stress Debriefing for all personnel involved in coroner operations through the Supply (Personnel) Unit of the EOC Logistics Section.
- Maintain list of known dead. Maintain a log of body recovery operations to be provided to the County Coroner as requested or upon conclusion of the emergency.
- Provide assistance to the County Coroner in the identification of remains if requested.
- Notify next of kin as advised by the Coroner.
- Provide data on casualty counts to the Orange County Operational Area.
- In a hazardous materials incident, determine if special body handling procedures will be required to avoid contamination.
- Be prepared to relocate morgue facilities if they are located in flood-prone or reservoir inundation areas.

ADDITIONAL ACTIONS IN RESPONSE TO HAZARDOUS MATERIALS INCIDENTS:

- Ensure that all personnel remain upwind or upstream of the incident site. This may require repositioning of personnel and equipment as conditions change.
- Notify appropriate local, state, and federal hazard response agencies.
- Consider wind direction and other weather conditions. Contact the Situation Status Unit of the EOC Planning/ Intelligence Section for updates.
- Assist with the needs at the Unified Command Post as requested.
- Assist in efforts to identify spilled substances, including locating shipping papers and placards, and contacting as required: County Health, Cal OES, shipper, manufacturer, etc.

ADDITIONAL ACTIONS IN RESPONSE TO A MAJOR AIR CRASH:

- Follow County of Orange Emergency Plan Aviation Annex Protocols.
- Establish and maintain a hard-incident perimeter for preservation of evidence.
- Notify the Federal Aviation Agency or appropriate military command.
- Request temporary flight restrictions.

ADDITIONAL ACTIONS IN RESPONSE TO FLOODING AND/OR RESERVOIR FAILURE:

- Obtain updates and Coordinate with the Public Works Branch.
- Monitor media for weather service flood and precipitation warnings.
- Notify all units in and near inundation areas of flood arrival time.
- Direct mobile units to warn public to move to higher ground immediately. Continue warning as long as needed.

PUBLIC WORKS BRANCH

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Public Works Director**

Print Name: _____

ALTERNATE: **Public Works Manager or Supervisor**

Print Name: _____

SUPERVISOR: **EOC Operations Section Chief**

Print Name: _____

GENERAL DUTIES:

- Receive and process all field resource requests for Public Works resources. Coordinate those requests internally and externally as necessary to make sure there are no duplicate orders.
- Coordinate with the EOC Logistics Section on the acquisition of all resources and support supplies, transportation, materials and equipment.
- Determine the need for and location of general staging areas for unassigned resources.
- Coordinate with the Facilities Unit of the EOC Logistics Section and participate in any action planning meetings pertaining to the establishment of additional locations.
- Report and obtain all gas and power utility damage reports. Coordinate and prioritize response activities.
- Prioritize the allocation of resources to individual incidents. Monitor resource assignments. Adjust assignments based on requirements.
- As needed, provide for the procurement and distribution of potable water supplies and coordinate with the Health Branch on water purification notices.

RESPONSIBILITIES:

Coordinate all Public Works operations; maintain public facilities, operating utilities and services, as well as restore those that are damaged or destroyed; assist other functions with traffic issues, search and rescue, transportation, etc. as needed. Necessary units or groups may be activated as needed to carry out these functions.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

BRANCH/UNIT START-UP ACTIONS:

- Ascertain if key Public Works Department personnel are required in the EOC have been notified.
- Ensure that all on-duty Public Works personnel have been alerted and notified of the current situation.
- Ensure that all off-duty Public Works personnel have been notified of call-back status (when they should report), in accordance with current department emergency procedures.
- Ensure that all Public Works personnel have completed status check on equipment, facilities and operational capabilities.
- Ensure that field units begin the safety assessment survey of critical facilities and report status information to the EOC Planning/Intelligence Section through the EOC Operations Section.
- Establish contact with the Operational Area EOC and the Water Emergency Response Organization of Orange County (WEROC).

POSITION OPERATIONAL DUTIES:

- Receive and process all requests for Public Works resources.
- Maintain back-up power in the EOC.
- Assure that all emergency equipment has been moved from unsafe areas.
- Mobilize personnel, heavy equipment and vehicles to designated general staging areas.
- Obtain Public Works resources through the EOC Logistics Section, utilizing mutual aid requests through the Operational Area and WEROC when appropriate.
- Allocate available resources based on requests and EOC priorities.
- Determine priorities for identifying, inspecting and designating hazardous public structures.
- Ensure that sources of potable water and sanitary sewage systems are available and protected from potential hazards.

- Develop priorities and coordinate with utility companies for restoration of utilities to critical and essential facilities.
- In coordination with the Law Branch, Orange County Public Works and Caltrans determine the status of the Disaster Routes and other transportation routes into the City and within the affected area(s).
- Determine present priorities and estimated times for restoration. Clear and reopen Disaster Routes on a priority basis.
- Coordinate with the Law Branch to ensure the safety of evacuation routes following a devastating event.
- Coordinate with the Supply Unit of the EOC Logistics Section for sanitation service during an emergency.
- Support clean-up and recovery operations during disaster events.
- Clear debris from waterways to prevent flooding. Drain flooded areas, as needed.
- Develop a debris removal plan to facilitate city clean-up operations, which addresses:
    - Identification of support agencies and coordination of the debris removal process.
    - Identification of and cooperation with landfills (consider fee waivers, modification of landfill operating hours, and public concerns).
    - Cooperation with various waste management regulatory agencies to address associated debris removal problems.
    - Identification and establishment of debris collection sites.
    - Evaluation of potential recycling of debris.
    - Prioritization and completion of the debris removal process.

WATER/UTILITIES MANAGEMENT DUTIES:

- Determine the need to staff a task group based on the need for water/power services and secure resources through the Logistics Section.
- Contact the Orange County Department of Public Health, Operational Area, WEROC, local water, electric and gas utility companies, Public Works, Fire Department, Police Department and other sources to compile situation information including:

- Estimated duration of system/s outage
- Geographical area affected
- Population affected
- Actions taken to restore system
- Resources needed to reactivate system

WATER

- Complete a thorough Damage Assessment to determine the cause and extent of water system damage for both domestic and fire hydrant systems. Log and document all issues.
- Notify the Orange County Operational Area EOC and WEROC of the situation and need for mutual aid and participate in conference calls as requested.
- Contact Department of Public Health and request situation report for affected areas (including information on boil water order areas.)
- Evaluate and prioritize potable water needs (quantity/location/duration—minimum two gallons per person per day.)
- In coordination with the EOC Logistics Section, identify and obtain potable water resources (If necessary, request mutual aid through the Operational Area and WEROC to identify and/or obtain water resources.)
- Identify and secure locations for water distribution points (e.g., parks, city halls, shelters, etc.)
- In coordination with the EOC Logistics Section, identify and secure staff resources needed to operate water distribution points (If necessary recommend that the Emergency Services Director request mutual aid to obtain required staff resources.)
- Consult with Department of Health Services District Office, WEROC, water utilities and PIO for appropriate public information announcements and media interface.
- Transmit to Finance/Administration Section data on costs incurred in EOC effort to purchase and distribute potable water.

Note: Going directly to the State agency (DHS District Office of Drinking Water) is not the normal channel of coordination. However, the local level must coordinate directly with and

obtain approval of the State water quality agency for water system restoration. WEROC may provide assistance and coordination in this area.

POWER

- Develop information on the number and extent of power outages in the City and Water Services areas.
- Determine the emergency power needs for critical public and private facilities (outside resources for power generation). Submit Mutual Aid Requests to the County EOC via WebEOC.
- Coordinate with local electric utilities for information affecting local jurisdictions. Gather emergency contact information from each utility that provides service.
- Coordinate with schools, daycare centers, nursing homes, rest homes, hospitals, etc. to take proper precautions and emergency actions during a major power failure. Determine the availability of emergency generators.
- Coordinate with local planning boards and inspection departments regarding building codes and code enforcement to minimize damages that might occur from a prolonged power failure.
- Conduct safety assessments of critical facilities and the impact of a major power failure on one or more of those facilities. Request mutual aid emergency generators via the Orange County Operational Area.
- Coordinate with local broadcast media to ensure timely and accurate Emergency Alert System activation.
- Ensure the public is informed to contact their electric utility to report outages
- Coordinate with Red Cross, public agencies and/or the Salvation Army for shelter operations, as appropriate

CARE AND SHELTER BRANCH

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Community Services Manager**

Print Name: _____

ALTERNATE: **Community Services Supervisor**

Print Name: _____

SUPERVISOR: **EOC Operations Section Chief**

Print Name: _____

GENERAL DUTIES:

- Identify the care and shelter needs of the community.
- Work with the Orange County Chapter of the American Red Cross to establish shelters as required.
- Coordinate with the American Red Cross and other emergency welfare agencies to identify, set up, staff and maintain evacuation centers and mass care facilities for disaster victims.
- Via the media, encourage residents to go to the shelter nearest their residence.
- Coordinate Animal Care issues.

RESPONSIBILITIES:

Provide care and shelter for disaster victims and coordinate efforts with the American Red Cross and other volunteer agencies.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS START-UP ACTIONS:

- Ascertain if all key Care and Shelter personnel are in the EOC or have been notified.
- Ensure that all Care and Shelter personnel have completed status check on equipment, facilities and operational capabilities.

POSITION OPERATIONAL DUTIES:

- If the EOC is activated, establish contact with the Operational Area and the Orange County Chapter of the American Red Cross and request an ARC liaison for the City of Brea EOC and/or City Shelter Location(s).
- Identify the care and shelter needs of the community, in coordination with the other Operations Branches.
- Determine the need for an evacuation center or mass care shelter.
- Contact the Orange County Chapter of the American Red Cross any time a mass care facility is required.
- Identify and prioritize which pre-identified shelter site will be used and determine its availability.
- Ensure that a Building Inspector has inspected each shelter site prior to occupancy following an earthquake and after each significant aftershock.
- If evacuation is ordered, in conjunction with the American Red Cross if available, open evacuation centers in low risk areas and inform public of locations.
- In conjunction with the American Red Cross, manage care and shelter activities (staffing, registration, shelter, feeding, pertinent evacuee information, etc.)
- Ensure shelter management teams are organized and facilities are ready for occupancy, meeting all health, safety and ADA standards, in conjunction with the American Red Cross.
- Coordinate with the Supply (Personnel) Unit of the EOC Logistics Section to contact volunteer agencies and recall city staff to assist with mass care functions including basic first aid, shelter and feeding of evacuees and sanitation needs.
- Coordinate with the Orange County Operational Area Care and Shelter Unit for sheltering of persons in residential care for those with disabilities or access and functional needs.

- Provide and maintain feeding areas within the shelter that are free from contamination and meet all health, safety, and ADA standards.
- Coordinate with the Orange County Chapter of the American Red Cross, Salvation Army, and other volunteer agencies for emergency mass feeding operations.
- Coordinate with the Orange County Operational Area Care and Shelter Unit, the American Red Cross, other volunteer organizations, and private sector if mass feeding or other support is required at spontaneous shelter sites, e.g. in parks, schools, etc.
- Coordinate with the Communications Unit of the EOC Logistic Sections to provide communications where needed to link mass care facilities, the EOC and other key facilities.
- Coordinate with the Facilities Unit of the EOC Logistics Section for the care or pets of the evacuated or sheltered people.
- Coordinate with the Transportation Unit of the EOC Logistics Section for the transportation of evacuated people to the shelter/s.
- Ensure shelter managers make periodic activity reports to the EOC including requests for delivery of equipment and supplies, any city expenditures, damages, casualties and numbers and types of persons sheltered. The reporting period will be determined by the Operations Section.
- Assist the American Red Cross to ensure adequate food supplies, equipment and other supplies to operate mass care facilities. Coordinate procurement and distribution through the Red Cross or the Food Unit of the EOC Logistics Section if requested by Red Cross.
- Coordinate with the Facilities Unit of the EOC Logistics Section in the evacuation and relocation or shelter-in-place of any mass care facilities, which may be threatened by any hazardous condition
- Coordinate with the American Red Cross in the opening, relocating and closing of shelter operations. Also coordinate the above with adjacent communities if needed.

ANIMAL CARE:

- Coordinate with shelter staff for co-located human and pet shelter site.

DISPATCH GROUP

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Police Dispatch Supervisor**

Print Name: _____

ALTERNATE: **Police Senior Dispatcher**

Print Name: _____

SUPERVISOR: **EOC Operations Section Chief**

Print Name: _____

GENERAL DUTIES:

- Monitor and coordinate all City radio traffic – Fire, Law, Public Works, Building and Safety.
- Respond to 9-1-1 requests for assistance via telephone. Dispatch emergency response units as available.
- Answer calls from the public on non-emergency Dispatch phone lines. Respond and route as appropriate.
- Distribute messages, information and intelligence received via radio or other electronic means to appropriate EOC and field staff.
- Identify patterns in calls to the 9-1-1 Dispatch Center.

RESPONSIBILITIES:

Monitoring communications via the 9-1-1 Dispatch Center for trends and impact to field responders. Assist EOC staff in developing priorities, responding to situations, and obtaining resources as dictated by the situation.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES:

- Monitor all City radio traffic (Fire, Law, Public Works, Building and Safety) to determine current status of field units.
- Conduct periodic role calls of field units to ensure all personnel are accounted for. This is especially critical in an earthquake response and the ensuing aftershocks.
- Respond to 9-1-1 requests for assistance via telephone. Dispatch appropriate emergency responders as available. If demand exceeds supply, work with the Operations Section Chief to establish priorities for response. Communicate and implement these priorities in the Dispatch 9-1-1 Center.
- Answer calls from the public received on non-emergency dispatch phone lines. Route as appropriate.
- Distribute messages, information and intelligence received via radio or other electronic means (i.e. CLETS) to appropriate EOC and field staff.
- Identify patterns in calls and report as appropriate to the Operations Section Chief, Planning/Intelligence Chief, and EOC Director. Assist in establishing response priorities as appropriate.
- Maintain contact with neighboring dispatch centers to coordinate resources and response personnel.
- Work with partner 9-1-1 dispatch facilities to plan and prepare for wide-spread communications failures of radios, the 9-1-1 system, etc.
- Maintain all portable equipment in a state of readiness in the event evacuation of the 9-1-1 Dispatch Center becomes necessary.
- Direct field units to report pertinent information (casualties, damage observations, evacuation status, radiation levels, chemical exposures, etc.) to the appropriate EOC Operations Branch.
- Work with the Logistics Section, Communications Unit to identify communications failures, concerns and needs. Recommend improvements and repairs as necessary.

EOC PLANNING/INTELLIGENCE SECTION

EOC Planning/Intelligence Section Position Checklists

- EOC Planning/Intelligence Section Chief
- Documentation Unit
- Situation Status Unit
- Resource Status Unit
- Safety Assessment Unit
- Recovery/Advanced Planning Unit
- Demobilization Unit
- Technical Specialist

Overview

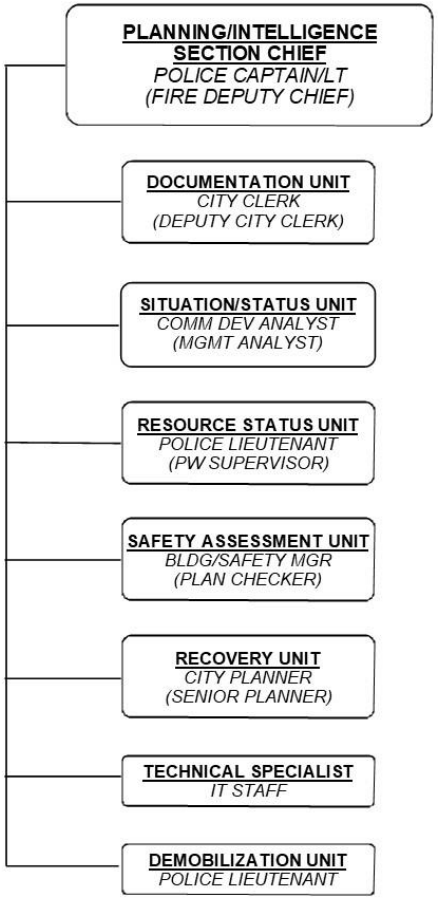
The EOC Planning/Intelligence Section's primary responsibility is to collect, evaluate, display and disseminate incident information and status of resources. This Section functions as the primary support for decision-making to the overall emergency organization. This Section also provides anticipatory appraisals and develops plans necessary to cope with changing field events. During a disaster/emergency, other department heads will advise the EOC Planning/Intelligence Chief on various courses of action from their departmental level perspective.

Objectives

The EOC Planning/Intelligence Section is responsible for overall supervision of collecting, verifying and analyzing, and displaying situation information; preparing periodic situation reports; preparing and distributing the City EOC Action Plan and facilitating the action planning meeting; conducting recovery and advanced planning activities; providing technical support services to the various EOC sections and units, and documenting and maintaining files on all EOC activities.

The information gathered needs to be reported in an expeditious manner to the various EOC sections, City departments and the Orange County Operational Area. The EOC Planning/Intelligence Section is also responsible for the detailed recording of the response effort and the preservation of these records during and following the disaster.

BREA EOC PLANNING/ INTELLIGENCE SECTION



EOC PLANNING/INTELLIGENCE SECTION CHIEF

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Police Captain or Fire Division Chief**

Print Name: _____

ALTERNATE: **Police Lieutenant**

Print Name: _____

SUPERVISOR: **Emergency Services Director or EOC Director**

Print Name: _____

GENERAL DUTIES:

- Ensure that the Planning/Intelligence function is performed consistent with SEMS Guidelines, including:
    - Collecting, analyzing and displaying situation information
    - Preparing periodic situation reports
    - Initiating and documenting the City's Action Plan and After-Action Report
    - Planning for long term response and advanced planning
- Providing Geographic Information Services and other technical support services to the various organizational elements within the EOC.
- Establish the appropriate level of organization within the Section, and continuously monitor the effectiveness of that organization. Make changes as required Exercise overall responsibility for the coordination of branch/group/unit activities within the Section.
- Report to the Emergency Services Director on all matters pertaining to Section activities.

RESPONSIBILITIES:

Collect, evaluate, forecast, formulate, disseminate and use of information about the development of the incident and status of resources.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

SECTION START-UP ACTIONS

- Confirm that all key EOC Planning/Intelligence Section personnel or alternates are in the EOC or have been notified. Recall the required staff members necessary for the emergency.
- Activate organizational elements within your Section as needed and designate leaders for each element or combination of elements:
    - Situation Status Unit
    - Resource Status Unit
    - Documentation Unit
    - Safety Assessment Unit
    - Recovery/Advanced Planning Unit
    - Demobilization Unit
    - Technical Specialist
- Review major incident reports and additional field operational information that may pertain to or affect Section operations.
- Obtain and review major incident reports and other reports from adjacent areas that have arrived at the EOC.
- Direct the Situation Status Unit leader to initiate collection and display of significant disaster events.
- Direct the Resource Status Unit leader to initiate collection and display of resources needed, ordered, en route, awaiting assignment and demobilization.
- Determine status of transportation system into and within the affected area in coordination with the Transportation Unit of the Logistics Section. Find out present priorities and estimated times for restoration of the disaster route system. Provide information to appropriate Branches/Units.
- Develop a personnel plan to maintain a 24-hour operation as required.
- Direct the Recovery/Advanced Planning Unit to conduct planning for long term response, demobilization, and recovery actions.

POSITION OPERATIONAL DUTIES:

- Assess the impact of the disaster/emergency on the City of Brea, including the initial safety/damage assessment by field units.
- Develop situation analysis information on the impact of the emergency from the following sources:
    - Fire Department
    - Police Department.
    - Public Works
    - Community Services
    - Transportation Sector
    - Red Cross, Orange County Chapter
    - Media (Radio and Television)
- Ensure that pertinent disaster/emergency information is disseminated through appropriate channels to response personnel, City EOC section staff, City departments, Orange County Operational Area, and the public.
- Review and approve reconnaissance, City status and safety/damage assessment reports for transmission by the Situation Status Unit to the Orange County Operational Area via the notification procedures.
- Working with the EOC Management Team and the Documentation Unit, prepare an EOC Action Plan to identify priorities and objectives.
- Assemble information on alternative strategies.
- Identify the need for use of special resources.
- Initiate the EOC Action Plan development for the current and forthcoming operational periods.
- Direct the coordination of periodic disaster and strategy plans briefings to the Emergency Services Director and General Staff, including analysis and forecast of incident potential.
- Ensure coordination of collection and dissemination of disaster information and intelligence with other sections.

DOCUMENTATION UNIT

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **City Clerk**

Print Name: _____

ALTERNATE: **Deputy City Clerk**

Print Name: _____

SUPERVISOR: **EOC Planning/Intelligence Chief**

Print Name: _____

GENERAL DUTIES:

- Maintain an accurate and complete record of significant disaster events.
- Assist other parts of the EOC organization in setting up and maintaining files, journals, and special reports.
- Collect and organize all written forms, logs, journals, and reports at completion of each shift from all sections.
- Establish and operate a Message Center at the EOC, and assign appropriate internal and external message routing.
- Provide documentation and copying services to EOC staff.
- Maintain and preserve disaster/emergency files for legal, analytical, and historical purposes.
- Compile, copy and distribute the EOC Action Plans as directed by the Section Chiefs.
- Compile, copy and distribute the After-Action Report with input from other sections/units.

RESPONSIBILITIES:

Compile and distribute the City's EOC Action Plans and After-Action Reports; maintain accurate and complete incident files; establish and operate an EOC Message Center;

provide copying services to EOC personnel and preserve incident files for legal, analytical and historical purposes.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES:

- Meet with the Planning/Intelligence Section Chief to determine what EOC materials should be maintained for official records.
- Contact other EOC sections and units and inform them of the requirement to maintain official records. Assist them as necessary in setting up a file records system.
- Coordinate documentation with the Situation Status Unit.
- Following planning meetings, assist in the preparation of any written action plans or procedures.
- Ensure that the EOC Action Plans and After-Action Report are compiled, approved, copied and distributed to EOC Sections and Units.
- Ensure distribution and use of message center forms to capture a written record of actions requiring application of resources, requests for resources or other directions/information requiring use of the message center form.
- Ensure the development of a filing system to collect, log and compile copies of message center forms according to procedures approved by the Planning/Intelligence Section Chief.
- Identify and establish a “runner” support system for collecting, duplicating journals, logs and message center forms throughout the EOC.
- Establish copying service and respond to authorize copying requests.
- Establish a system for collecting all section and unit journal/logs at completion of each operational period.
- Periodically collect, maintain and store messages, records, reports, logs, journals, and forms submitted by all sections and units for the official record.
- Prepare an overview of the documented disaster events at periodic intervals or upon request from the Planning/Intelligence Section Chief.

SITUATION STATUS UNIT

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Community Development Analyst**

Print Name: _____

ALTERNATE: **Management Analyst**

Print Name: _____

SUPERVISOR: **EOC Planning/Intelligence Chief**

Print Name: _____

GENERAL DUTIES:

- Collect, organize and analyze situation information from EOC sources.
- Provide current situation assessments based on analysis of information received from a variety of sources and reports.
- Develop situation reports for dissemination to EOC Planning/Intelligence Section Chief, Emergency Services Director and other section Chief's to initiate the action planning process.
- Transmit approved reports to the Orange County Operational Area.
- Develop and maintain current maps and other displays (locations and types of incidents).
- Assess, verify and prioritize situation information into situation intelligence briefings and situation status reports.
- Seek from any verifiable source available information that may be useful in the development of current situation assessments of the affected area.
- Evaluate the content of all-incoming field situation and major incident reports. Provide incoming intelligence information directly to appropriate EOC Sections, summarize, and provide current information on centralized maps and displays.
- Monitor and ensure the orderly flow of disaster intelligence information within the EOC.

RESPONSIBILITIES:

Collect and organize incident status and situation information and evaluate, analyze, and display information for use by EOC staff.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES:

- Direct the collection, organization and display of status of disaster events according to the format that the Documentation Unit is utilizing, including:
    - Location and nature of the disaster/emergency
    - Special hazards
    - Number of injured persons
    - Number of deceased persons
    - Road closures and disaster routes
    - Structural property damage (estimated dollar value)
    - Personal property damage (estimated dollar value)
    - City of Brea resources committed to the disaster/emergency
    - City of Brea resources available
    - Assistance provided by outside agencies and resources committed
    - Shelters, type, location, and number of people that can be accommodated
- Prepare and maintain EOC displays.
- Post to the significant events log casualty information, health concerns, property damage, fire status, size of risk area, scope of the hazard to the public, number of evacuees, etc.
- Develop sources of information and assist the Planning/Intelligence Section Chief in collecting, organizing and analyzing data from the following:
    - Management Team
    - Operations Section
    - Logistics Section
    - Finance/Administration Section
- Provide for an authentication process in case of conflicting status reports on events.

- Meet with the Planning/Intelligence Section Chief and the Emergency Services Director to determine needs for planning meetings and briefings. Determine if there are special information needs.
- Meet with the PIO to determine best methods for exchanging information and providing the PIO with Situation Status Unit information.
- Provide information to the PIO for use in developing media and other briefings.
- Establish and maintain an open file of situation reports and major incident reports for review by other sections/units.
- Determine weather conditions; current and upcoming. Keep up-to-date weather information posted.
- Identify potential problem areas along evacuation routes; i.e., weight restrictions, narrow bridges, road sections susceptible to secondary effects of an incident, etc.
- In coordination with the Operations Section, estimate the number of people who will require transportation out of the risk areas. Coordinate with the Transportation Unit of the Logistics Section on transportation methods.
- As needed, develop methods for countering potential impediments (physical barrier, time, lack of transportation resources, etc.) to evacuation.
- Provide situation status information in response to specific requests.
- Prepare an evaluation of the disaster situation and a forecast on the potential course of the disaster event(s) at periodic intervals or upon request of the Planning/Intelligence Section Chief.
- Prepare required Operational Area reports. Obtain approval from the Planning/Intelligence Section Chief and transmit to the Orange County Operational Area via WebEOC.
- Prepare written situation reports at periodic intervals at the direction of the Planning/Intelligence Section Chief.
- Assist at planning meetings as required. Provide technical assistance.
- During a radiological incident, activate the Radiological Protection Procedures as needed for reporting and documentation.

RESOURCE STATUS UNIT

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Police Lieutenant**

Print Name: _____

ALTERNATE: **Public Works Staff**

Print Name: _____

SUPERVISOR: **EOC Planning/Intelligence Chief**

Print Name: _____

GENERAL DUTIES:

- Verifying proper check-in and check-out of personnel
- Preparing and maintaining displays, charts, and lists reflecting current status and location of personnel, critical resources, transportation, and support equipment
- Maintaining a master list of resources assigned to the incident

RESPONSIBILITIES:

The Resource Status Unit Leader is responsible for tracking the location and status of all resources acquired by the EOC. The Resource Status Unit Leader provides situational awareness to EOC staff on acquired resources by keeping a master list of all resources en route or committed to emergency operations. They will coordinate with the Situation Status Unit for updating status boards to reflect changing resource status, and with the Operations and Logistics Sections to review resource requests/procurements to avoid duplication of effort.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES:

- Establish contact with the ICP, DOCs, OA EOC Resource Tracking Units, and other outside agencies as required, to coordinate information sharing procedures to include:
    - Confirm WebEOC boards for resources are established.
    - Coordinate resource status / location boards and update information sharing procedures.
- Develop backup procedures for information sharing in the event that network data links are interrupted.
- Meet with the Logistics Section to develop procedures for the identification and updating of acquired EOC resources.
- Develop procedures for tracking acquired EOC resources from acquisition / procurement to final destination.
- Develop a master list of all resources committed to the operation.
- Coordinate with the Situation Status Unit to ensure that resource status boards are included in situation updates and briefings as required.
- At the beginning of each Operational Period review previous information on the status of allocated resources to include:
    - New Purchases / Rentals
    - New volunteers / Personnel
    - New Donations
    - New Supplies/Equipment / Facilities
    - Location of en route resources and estimated time of arrival
    - Current status of deployed resources
- Meet with the Logistics Section Chief and identify current status of en route resources; identify backlogs and delays.
- Coordinate with the Situation Status Unit on the current status of acquired EOC resources; highlight backlogs and delays.
- Verify incoming for posting to the Task Tracker Board in WebEOC.

- Coordinate with the GIS Mapping Unit Leader to update GIS products to indicate locations and status of EOC resources as required.
- Maintain a master list that captures date & time resources were acquired, type and category of acquired resources per NIMS classification guidelines, quantity, status/ condition, destination and estimated time of arrival.
- Prepare a report on the status of acquired resources for the Planning & Intelligence Section Chief prior to the Emergency Services Director's initial Management Staff meeting.
- Highlight backlogs and delays.
- Provide estimated time of arrival for critical resources.
- Prepare Resource Status / Location reports for the Planning & Intelligences Section Chief prior to the Planning Meeting and Operations meeting as part of the EOC Action Planning process. Reports should include resources committed and estimated time of arrival for resources en route.
- Provide additional Resource Reports as directed by the Planning & Intelligence Section Chief for EOC Staff.
- Ensure that all Resource Status / Location reports are shared with other activated EOCs in the Operational Area once approved for release.
- Brief the Planning & Intelligence Section Chief on major problem areas that need or will require solutions.
- Archive all Resource Status / Location reports for use in developing After-Action Reports.
- Provide final reports to the Documentation Unit, Recovery Unit Leader, and Cost Recovery Documentation Unit detailing total assets deployed and post-emergency status.
- Provide input to the Documentation Unit Leader for the After-Action Report recommendations.

SAFETY ASSESSMENT UNIT

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Building/Safety Manager**

Print Name: _____

ALTERNATE: **Plan Checker**

Print Name: _____

SUPERVISOR: **EOC Planning/Intelligence Chief**

Print Name: _____

GENERAL DUTIES:

- Collect safety/damage assessment information from the EOC Operations Section and other verifiable sources and prepare appropriate reports.
- Provide safety/damage assessment information to the EOC Planning/Intelligence Section Chief.
- Coordinate with the Building and Safety Branch of the EOC Operations Section for exchange of information.
- Coordinate with Orange County Public Works Inspection Division representative when assigned to the City.
- Utilize the Orange County Operational Area safety/damage assessment procedures and forms.

RESPONSIBILITIES:

Maintain detailed records of safety/damage assessment information and support the documentation process.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES:

- Coordinate collection of safety/damage assessment information with the Building and Safety Branch of the EOC Operations Section.
- Prepare safety/damage assessment information and provide to the EOC Planning/Intelligence Section Chief for approval.
- Collect, record and total the type, location and estimate value of damage.
- Document those structures requiring immediate demolition to ensure the public safety through inspection records, videos, photographs, etc.
- Provide documentation to City Attorney on those structures that may need to be demolished in the interest of public safety.
- Coordinate with the American Red Cross, utility companies, and other sources for additional safety/damage assessment information.
- Coordinate with all EOC Operations branches (Police, Fire, Public Works, Medical/Health, Care and Shelter and Building and Safety) for possible information on damage to structures.
- Provide final safety/damage assessment reports to the Documentation Unit.

RECOVERY UNIT

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **City Planner**

Print Name: _____

ALTERNATE: **Senior Planner**

Print Name: _____

SUPERVISOR: **EOC Planning/Intelligence Chief**

Print Name: _____

GENERAL DUTIES:

- Ensure that the City of Brea receives all emergency assistance and disaster recovery costs for which it is eligible.
- Ensure that the City of Brea is prepared to participate jointly with FEMA, Cal OES, Orange County Operational Area and non-profit organizations to expedite disaster assistance for individuals, families, businesses, public entities and others entitled to disaster assistance.
- Ensure that required and/or approved mitigation measures are carried out.
- Consider taking advantage of disaster-caused opportunities to correct past poor land-use practices, while ensuring that legal safeguards for property owners and the jurisdiction are observed.

RESPONSIBILITIES:

Ensure that the City receives all emergency assistance and disaster recovery costs for which it is eligible; conduct all advanced planning for long term operations and initial recovery operations and prepare the EOC organization for transition to a recovery operations organization to restore the City to pre-disaster conditions as quickly and effectively as possible.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES:

- Identify issues to be prioritized by the Emergency Services Director on restoration of services to the City.
- Be alert for opportunities to implement actions to alleviate/remedy previous zoning practices that have caused incompatible land uses.
- Maintain contact with Orange County Operational Area and Cal OES and FEMA sources for advice and assistance in obtaining maximum eligible funds for disaster costs.
- In coordination with the Building and Safety Unit of the EOC Operations Section, establish criteria for temporary entry of posted buildings so owners/occupants may retrieve business/personal property.
- In coordination with the Building and Safety Unit of the EOC Operations Section, establish criteria for re-occupancy of posted buildings. Posting includes, as a minimum, the categories of Inspected, Restricted Access and Unsafe Building.
- In coordination with Building and Safety Unit of the EOC Operations Section, establish criteria for emergency demolition of buildings/structures that are considered to be an immediate and major danger to the population or adjacent structures. Ensure that homeowners' and business owners' rights are considered to the fullest extent and arrangements are made for appropriate hearings, if at all possible.
- Ensure that buildings considered for demolition that come under "Historical Building" classification follow the special review process.
- With Section Chief's, develop a plan for initial Recovery Operations.
- Prepare the EOC organization for transition to Recovery Operations.

TECHNICAL SPECIALIST

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **IT Manager**

Print Name: _____

ALTERNATE: **IT Staff**

Print Name: _____

SUPERVISOR: **EOC Planning/Intelligence Chief**

Print Name: _____

GENERAL DUTIES:

- Provide technical expertise to the EOC Planning/Intelligence Section and others as required.

RESPONSIBILITIES:

Provide support specific to a field or function not addressed elsewhere or by any other discipline. A Technical Specialist may or may not be an employee of a public or private agency.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES:

- Develop a plan for operations and support of field operations as requested. Assign specific responsibilities.
- Keep the EOC Planning/Intelligence Section Chief advised of your position status and activity and on any problem areas that now need or will require solutions
- Act as a resource to members of the EOC staff in matters relative to your technical specialty.

DEMOBILIZATION UNIT

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Police Lieutenant**

Print Name: _____

ALTERNATE: **Police Sergeant**

Print Name: _____

SUPERVISOR: **EOC Planning/Intelligence Chief**

Print Name: _____

GENERAL DUTIES:

- Assist the EOC Planning/Intelligence Section Chief and Emergency Services Director in planning for the EOC demobilization.
- Develop demobilization strategy and plan with Section Chiefs.
- Prepare written demobilization plan or procedures for all responding departments and agencies if necessary.
- Follow through on the implementation of the plan and monitor its operation.

RESPONSIBILITIES:

Prepare an EOC Demobilization Plan to ensure the orderly, safe, and cost-effective release of personnel and equipment.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES:

- Coordinate with the field level Demobilization Unit Leader.
- Review the organization and current staffing to determine the likely size and extent of demobilization effort.
- Request the General Staff to assess long-term staffing needs within their sections and provide listing of positions and personnel for release by priority.
- Coordinate with the Agency Representatives to determine:
    - Agencies not requiring formal demobilization
    - Personal rest and safety needs
    - Coordination procedures with cooperating/assisting agencies
- Evaluate logistics and transportation capabilities to support the demobilization effort.
- Prepare a Demobilization Plan to include the following:
    - Release plan strategies and general information
    - Priorities for release (according to agency and kind and type of resource)
    - Phase over or transfer of authorities
    - Completion and submittal of all required documentation
- Obtain approval of the Demobilization Plan from the Emergency Services Director.
- Ensure that all sections and branches/groups/units understand their specific demobilization responsibilities.
- Supervise execution of the Demobilization Plan.
- Brief EOC Planning/Intelligence Section Chief on demobilization progress.

EOC LOGISTICS SECTION

EOC Logistics Section Position Checklist

- EOC Logistics Section Chief
- Service Branch
    - Communications - Information and Computer Systems
    - Food
- Support Branch
    - Facilities Unit
    - Transportation Unit
    - Personnel/Volunteer Unit
    - Supply Unit

The Logistics Section can be divided into two Branches – Service and Support – that are managed by Branch Directors. When activated, these Branch Directors work under the supervision of the Logistics Section Chief, and are responsible for the management of all service and support activities in the EOC and supporting the incident. The Service Branch Director supervises the operations of the Communications and Food Units. The Support Branch Director supervises the operations of the Transportation, Supply, and Facilities Units. The primary responsibilities of the Branch Directors are to determine the level of service required to support operations, organize and prepare assignments for Branch personnel, coordinate activities of Branch Units, and resolve Branch problems. If there is not a need to activate the Branch Director level positions, the Logistics Section Chief would be responsible to supervise the Branch Units as required.

Overview

The EOC Logistics Section's primary responsibility is to provide all necessary personnel, supplies, equipment, support, transportation, and mobilization of resources to support the response effort at the disaster sites, public shelters, EOC, etc. Methods for obtaining and using facilities, equipment, supplies, services, and other resources to support emergency response at all operational sites during emergency/disaster conditions will be according to established Disaster Accounting procedures developed by the Finance/Administration Section in the EOC, unless authorized by the Emergency Services Director or emergency

orders of the City Council. Due to the need to closely coordinate with the Finance Section, it is highly desired that the Logistics and Finance Sections are co-located in the EOC.

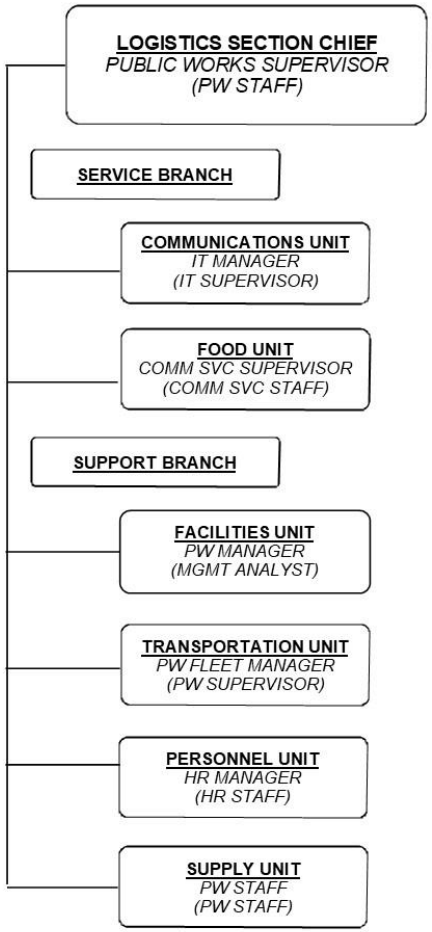
Objectives

The Logistics Section provides support to all the other sections within the Brea Emergency Organization for the duration of the incident. Any personnel, equipment, supplies, or services required by the other sections will be ordered through the EOC Logistics Section.

The EOC Logistics Section will accomplish the following specific objectives during a disaster/emergency:

- Collect information from other sections to determine needs and prepare for expected operations.
- Provide the City's logistical support needs and plan for both immediate and long-term requirements.

BREA EOC LOGISTICS SECTION



LOGISTICS SECTION CHIEF

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Public Works Staff**

Print Name: _____

ALTERNATE: **Public Works Staff**

Print Name: _____

SUPERVISOR: **Emergency Services Director or EOC Director**

Print Name: _____

GENERAL DUTIES:

- Ensure the logistics function is carried out consistent with SEMS guidelines, including:
  - Managing all radio, data and telephone needs of the EOC.
  - Coordinating transportation needs/issues and the Traffic Plan.
  - Managing personnel issues and registering volunteers as Disaster Services Workers.
  - Obtaining all materials, equipment and supplies to support emergency operations.
  - Coordinating management of facilities used during disaster response and recovery.
  - Establish the appropriate level of organization within the Section, and continuously monitor the effectiveness of that organization. Make changes as required.
  - Exercise overall responsibility for the coordination of branch/group/unit activities within the Section.
  - Coordinate the provision of logistical support for the EOC.
  - Coordinate activities with the Finance Section.
  - Manage the collection and disbursement of donations.

- Report to the Emergency Services Director on all matters pertaining to Section activities.
- Ensure that all facilities used in support of EOC operations have safe operating conditions.
- Monitor all EOC and related facility activities to ensure that they are being conducted in as safe a manner as possible under the circumstances that exist.
- Stop or modify all unsafe operations.
- Ensure for the security of the EOC, the EOC personnel and adjacent parking areas.

RESPONSIBILITIES:

Support the response effort and oversee the acquisition, transportation, and mobilization of resources. Identify and mitigate safety hazards and situations of potential City liability during EOC operations and ensure a safe working environment in the EOC.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS START-UP ACTIONS:

- Confirm that all key EOC Logistics Section personnel or alternates are in the EOC or have been notified. Recall the required staff members necessary for the emergency.
- Activate organizational elements within your Section as needed and designate leaders for each element or combination of elements:
    - Communications
        - Information and Computer Systems
    - Food Unit
    - Transportation Unit
    - Personnel and Volunteers
    - Facilities Unit
- Inform the Emergency Services Director and General Staff when your Section is fully operational.

POSITION OPERATIONAL DUTIES:

- Meet with EOC Finance/Administration Section Chief and review financial and administration support needs and procedures. Determine level of purchasing authority to be delegated to EOC Logistics Section.
- Following action planning meetings, ensure that orders for additional resources necessary to meet demands have been placed and are being coordinated within the EOC and field units.
- Keep the Orange County Operational Area Logistics Coordinator apprised of overall situation and status of resource requests.
- Direct the Communications Unit to develop the EOC Communications Plan to include:
    - All City EOC position telephones, EOC Responder cell phones, and email addresses
    - The Orange County Operational Area EOC contact roster
    - Police, Fire, and other department DOC's contact rosters

  - The Incident Command/Area Command contact roster
  - Radio communications nets for fire, police, and public works assets
  - Contact information for all other relevant agencies

- Coordinate with the Operations and Planning Section Chiefs to develop procedures for prioritizing and validating resource requests.
- Review Logistics Section reports including resource requests and the status of all available, committed, and en route resources from the previous Operational Period.
- Ensure the Communications Unit updates the EOC Communications Plan at the beginning of each Operational Period.
- Attend the Management Section Meeting and communicate the new EOC Objectives to your Section.
- Review the Operations Section resource requirements.
- Meet with Section Unit Leaders to review resource requests and develop allocation plans.
- Ensure that orders for additional resources identified by the Operations Section are verified and included in allocation plans.
- Coordinate with the Operations Section to prioritize resource requests, resolve conflicts and coordinate logistics activities during preparation for the planning meetings.
- Oversee development of a Resource Assignment Lists – submit to the Planning Section Chief prior to the EOC Coordination Plan meeting.
- Resolve any open logistics/resource issues from the EOC Coordination Plan meeting.
- Oversee Logistics Section contributions to development of the EOC Coordination Plan.
- Ensure the Communications, Food, Transportation, Supply and Facilities Units coordinate with the Planning Section's Resource Tracking Unit to update all available, committed, and en route resources.
- Secure information regarding emergency conditions.
- Tour the entire facility area and determine the scope of on-going operations.

- Evaluate conditions and advise the Emergency Services Director of any conditions and actions which might result in liability—e.g. oversights, improper response actions, etc.
- Coordinate with the Supply (Personnel) Unit of the Logistics Section to ensure that training for personnel includes safety and hazard awareness and is compliant with OSHA requirements.
- Study the facility to learn the location of all fire extinguishers, fire hoses and emergency pull stations.
- Be familiar with particularly hazardous conditions in the facility.
- Ensure that the EOC location is free from environmental threats (i.e., air quality, potable water availability, etc.).
- If the events that caused activation is an earthquake, provide guidance regarding actions to be taken in preparation for aftershocks.
- Coordinate with law enforcement for the security of the EOC, the personnel working in the EOC, and the adjacent parking areas.
- Keep the EOC Director advised of safety conditions.
- Coordinate with Compensation/Claims Unit of the Finance/Administration Section on any personnel injury claims or records preparation as necessary for proper case evaluation and closure.
- Ensure that all the proper records are maintained for the Finance & Administration Section.
- Keep the PIO advised of the volunteer and donations situation. If a need for donations or volunteers is anticipated, coordinate with the PIO to provide the specific content of any broadcast item desired. If the system is saturated with donations or volunteers, advise the PIO and take steps to reduce or redirect the response.
- Keep the Orange County Operational Area EOC Logistics Section Coordinator apprised of overall situation and status of resource requests.
- Develop a personnel plan to maintain a 24-hour operation as required.

SERVICE- COMMUNICATIONS UNIT

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **IT Manager**

Print Name: _____

ALTERNATE: **IT Supervisor**

Print Name: _____

SUPERVISOR: **EOC Logistics Chief**

Print Name: _____

GENERAL DUTIES:

- Notify support agencies and oversee the installation, activation and maintenance of all radio, data and telephone communications services inside of the EOC and between the EOC and outside agencies
- Determine the appropriate placement of all public safety pacsets brought to the EOC to support operations. Approve all radio frequencies to minimize interference conditions
- Provide necessary communication system operators, and ensure effective continuous 24- hour operation of all communications services
- Copy and log incoming radio, data and telephone reports on situation reports, major incident reports, resource requests, and general messages.
- Make special assignment of radio, data, and telephone services as directed by the Emergency Services Director.

RESPONSIBILITIES:

Manage all radio, data, and telephone needs of the EOC staff. Establish and manage all necessary computer support to the EOC staff and field units.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES:

- Meet with section and branch/group/unit Chiefs and provide a briefing on EOC on-site and external communication needs, capabilities and restrictions, and operating procedures for the use of telephones and radio systems.
- Coordinate all communications activities.
- Establish a primary and alternate system for communications. Link with utilities and contracting and cooperating agencies to establish communications as soon as possible.
- Coordinate with all operational units and the EOC to establish a communications plan to minimize communication issues that include radio, data and telephone needs utilizing established communications, the private sector, amateur radio and volunteers.
- Coordinate with volunteer and private sector organizations to supplement communications needs.
- Establish a plan to ensure staffing and repair of communications equipment.
- Protect equipment from weather, aftershocks, electromagnetic pulse, etc.
- Coordinate with all sections and branches/groups/units on operating procedures for use of telephone, data and radio systems. Receive any priorities or special requests.
- Monitor operational effectiveness of EOC communications systems. Obtain additional communications capability as needed.
- Coordinate frequency and network activities with Orange County Operational Area.
- Provide communications briefings as requested at action planning meetings.
- Coordinate needed telephone data lines with the Communications Unit.
- Support activities for restoration of computer services.

SERVICE- FOOD UNIT

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Community Services Supervisor**

Print Name: _____

ALTERNATE: **Community Services Staff**

Print Name: _____

SUPERVISOR: **EOC Logistics Chief**

Print Name: _____

GENERAL DUTIES:

- Determine food and water requirements.
- Determine the method of feeding to best fit each facility or situation.
- Obtain necessary equipment and supplies and establish cooking facilities.
- Ensure that well-balanced menus are provided.
- Order sufficient food and potable water.
- Maintain an inventory of food and water.
- Maintain food service areas, ensuring that all appropriate health and safety measures are being followed.
- Supervise caterers, cooks, and other Food Unit personnel as appropriate ..

RESPONSIBILITIES:

The Food Unit Leader, under the direction of the Service Branch Director or Logistics Section Chief, is responsible for supplying the food needs for the entire incident, including the EOC and all remote locations (e.g., Staging Areas), as well as providing food for personnel unable to leave tactical field assignments.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES:

- Obtain briefing from Logistics Section Chief or Service Branch Director:
  - Determine potential duration of incident
  - Number and location of personnel to be fed
  - Last meal provided
  - Proposed time of next meal
- Determine food service requirements for planned and expected operations.
- Determine best method of feeding to fit situation and obtain bids if not done prior to incident.
- Determine location of working assignment.
- Ensure sufficient potable water and beverages for all incident personnel.
- Coordinate transportation of food and drinks to the scene with Ground Support and Operations Section Chief.
- Ensure that appropriate health and safety measures are taken and coordinate activity with Safety Officer.
- Supervise administration of food service agreement, if applicable.
- Provide copies of receipts, bills to Finance/Administration Section.
- Let Supply Unit know when food orders are complete.
- Provide briefing to relief on current activities and unusual situations.

SUPPORT- FACILITIES UNIT

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Community Services Supervisor**

Print Name: _____

ALTERNATE: **Community Services Staff**

Print Name: _____

SUPERVISOR: **EOC Logistics Chief**

Print Name: _____

GENERAL DUTIES:

- Coordinate and oversee the management of and support to the EOC and other essential facilities and sites used during disaster operations.
- Coordinate with other EOC branches/groups/units for support required for facilities.
- Support activities for restoration of disrupted services and utilities to facilities.
- Coordinate with EOC Finance/Administration Section on any claims or fiscal matters relating to facilities' operations.
- Close out each facility when no longer needed.

RESPONSIBILITIES:

Ensure that adequate facilities are provided for the response effort, including securing access to the facility and providing staff, furniture, supplies, and materials necessary to configure the facility in a manner adequate to accomplish the mission.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES:

- Maintain information in the Unit regarding:
  - Facilities opened and operating
  - Facility managers
  - Supplies and equipment at the various locations
  - Specific operations and capabilities of each location
- As the requirement for emergency-use facilities is identified, coordinate the acquisition of required space to include any use permit, agreement or restriction negotiations required.
- In coordination with the Operations Section, provide support to facilities used for disaster response and recovery operations; i.e., staging areas, shelters, etc.
- Identify communications requirements to the Communications Unit.
- Identify equipment, material and supply needs to the Supply Unit.
- Identify personnel needs to the Supply (Personnel) Unit.
- Identify transportation requirements to the Transportation Unit. Coordinate evacuation schedules and identify locations involved.
- Identify security requirements to the Law Branch of the EOC Operations Section.
- Monitor the actions at each facility activated and provide additional support requested in accordance with Unit capabilities and priorities established.
- Account for personnel, equipment, supplies and materials provided to each facility.
- Coordinate the receipt of incoming resources to facilities.
- Ensure that operational capabilities are maintained at facilities.
- Oversee the distribution of utilities, fuel, water, food, other consumables and essential supplies to all disaster operation facilities.
- Ensure that basic sanitation and health needs at mass care facilities (toilets, showers, etc.) are met.
- Ensure that access and other related assistance for residential care and access or functional needs persons are provided in facilities.

- Provide facilities for sheltering essential workers, employees' families and volunteers. Be prepared to provide facilities for animal boarding as required.
- Coordinate water resources for consumption, sanitation and firefighting at all facilities.

SUPPORT- TRANSPORTATION UNIT

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Public Works Manager**

Print Name: _____

ALTERNATE: **Public Works Supervisor**

Print Name: _____

SUPERVISOR: **EOC Logistics Chief**

Print Name: _____

GENERAL DUTIES:

- Develop and implement the Traffic Plan.
- Support out-of-service resources.
- Notify the Resources Unit of all status changes on support and transportation vehicles.
- Arrange for and activate fueling, maintenance, and repair of ground resources.
- Maintain Support Vehicle Inventory and transportation vehicles.
- Provide transportation services, in accordance with requests from the Support Branch Director or the Logistics Section Chief.
- Collect use information on rented equipment.
- Requisition maintenance and repair supplies (e.g., fuel, spare parts).
- Maintain incident roads.

RESPONSIBILITIES:

The Transportation Unit is responsible for transportation of emergency personnel, food, equipment, and supplies, as well as coordinates and implements the Traffic Plan. This position also supports out-of-service resources and the fueling, service, maintenance, and repair of vehicles and other ground support equipment.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES:

- Coordinate with the EOC Planning/Intelligence and Operations Sections to determine which disaster routes are available for emergency use.
- Coordinate use of disaster routes with the Operations Section.
- Coordinate with other sections and branches/groups/units to identify transportation priorities.
- Establish and implement a Traffic Plan for movement of:
    - Personnel, supplies and equipment to the EOC, field units, shelters and Casualty Collection Points (CCPs)
    - Individuals to medical facilities
    - Emergency workers and volunteers to and from risk area
- Coordinate with the EOC Operations Section on the movement of disabled and elderly persons.
- Coordinate transportation of animals as required.
- Coordinate with local transportation agencies and schools to establish availability of resources for use in evacuations and other operations as needed.
- As reports are received from field units and EOC sections and as sufficient information develops, analyze the situation and anticipate transportation requirements.

SUPPORT- PERSONNEL/VOLUNTEER UNIT

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Human Resources Manager**

Print Name: _____

ALTERNATE: **Human Resources Staff**

Print Name: _____

SUPERVISOR: **EOC Logistics Chief**

Print Name: _____

GENERAL DUTIES:

- Receive and process all incoming requests for personnel and volunteer support.
- Register volunteers as Disaster Service Workers.

RESPONSIBILITIES:

Obtain all non-fire and non-law enforcement mutual aid material, equipment, and supplies to support emergency operations and arrange for delivery of those resources.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

PERSONNEL AND VOLUNTEER OPERATIONAL DUTIES:

- Receive and process all incoming requests for personnel support. Identify number of personnel, special qualifications or training, location where needed and person to report to upon arrival. Secure an estimated time of arrival for relay back to the requesting agency.
- Develop a system for tracking personnel/volunteers processed by the Unit. Maintain sign in/out logs. Control must be established for the accountability of personnel used in the response effort. Personnel/volunteers relieved from assignments will be processed through the Demobilization Unit.
- Maintain information regarding:
    - Personnel/volunteers processed
    - Personnel/volunteers allocated and assigned by agency/location
    - Personnel/volunteers on standby
    - Special personnel requests by category not filled
- Ensure training of assigned response staff and volunteers to perform emergency functions. Coordinate with Safety Officer to ensure that training for personnel includes safety and hazard awareness and is compliant with OSHA requirements.
- Obtain crisis counseling for emergency workers.
- Coordinate feeding, shelter and care of personnel, employees' families, and volunteers with the American Red Cross, Food Unit and Facilities Unit.
- Activate Child Care Plan for City employees as needed. Coordinate with Facilities Unit for suitable facilities.
- Assist and support employees and their families who are also disaster victims. Develop a plan for communicating with those agencies having personnel resources capable of meeting special needs.
- Coordinate with the Orange County Operational Area for additional personnel needs.
- Ensure the recruitment, registration, mobilization and assignment of volunteers.
- Establish Disaster Service Worker and Volunteer registration and interview locations. Assign staff to accomplish these functions.

- Issue ID cards to Disaster Service Workers.
- Coordinate transportation of personnel and volunteers with the Transportation Unit.
- If the need for a call for volunteers is anticipated, coordinate with the PIO and provide the specific content of any broadcast item desired.
- Keep the PIO advised of the volunteer situation. If the system is saturated with volunteers, advise the PIO of that condition and take steps to reduce or redirect the response.
- Ensure the organization, management, coordination and channeling of the services of individual citizens and volunteer groups during and following the emergency.
- Obtain health/medical personnel, e.g., nurses' aides, paramedics, Red Cross personnel and other trained volunteers to meet health/medical needs.
- Request technical expertise resources not available within the jurisdiction (hazardous materials, environmental impact, structural analysis, geotechnical information, etc.) through established channels, mutual aid channels or the Orange County Operational Area.

SUPPORT- SUPPLY UNIT

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Public Works Staff**

Print Name: _____

ALTERNATE: **Public Works Staff**

Print Name: _____

SUPERVISOR: **EOC Logistics Chief**

Print Name: _____

GENERAL DUTIES:

- Coordinate and oversee the procurement, allocation and distribution of resources not normally obtained through existing mutual aid sources, such as food, potable water, petroleum fuels, heavy and special equipment and other supplies and consumables.
- Maintain records to ensure a complete accounting of supplies procured and monies expended.

RESPONSIBILITIES:

Obtain all non-fire and non-law enforcement mutual aid material, equipment, and supplies to support emergency operations and arrange for delivery of those resources.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

SUPPLY UNIT OPERATIONAL DUTIES:

- Meet and coordinate activities with EOC Finance/Administration Chief and determine purchasing authority to be delegated to Supply Unit. Review emergency purchasing and contracting procedures.
- Review, verify and process requests from other sections for resources.
- Maintain information regarding resources readily available, resources requests, status of shipments and priority resource requirements.
- Coordinate with other branches/groups/units as appropriate on resources requests received from operations forces to ensure there is no duplication of effort or requisition.
- Determine if needed resources are available from City stocks, mutual aid sources or other sources. Arrange for delivery if available.
- Determine availability and cost of resources from private vendors.
- Issue purchase orders for needed items within limits of authority delegated by Finance Section.
- Notify EOC Finance/Administration Chief of procurement needs that exceed delegated authority. Obtain needed authorizations and paperwork.
- If contracts are needed for procuring resources, request that the Purchasing Unit of the EOC Finance/Administration Section develop necessary agreements.
- Arrange for delivery of procured resources. Coordinate with Transportation and Facilities Units.
- Identify to the EOC Logistics Section Chief any significant resource request(s) that cannot be met through local action. Suggest alternative methods to solve the problem if possible.
- Establish contact with the appropriate Operations Section Branches and Red Cross representatives(s) and discuss the food and potable water situation with regard to mass care shelters and mass feeding locations. Coordinate actions.
- Establish a plan for field and EOC feeding operations. Coordinate with EOC Operations Section to avoid duplication.

- Assemble resource documents that will allow for agency, vendor, and contractor contacts; e.g., telephone listings, procurement catalogs, directories, and supply locations.
- Provide supplies for the EOC, field operations and other necessary facilities.
- Determine the appropriate supply houses, vendors or contractors who can supply the item, product or commodity if City stocks do not exist.
- Purchase items within limits of delegated authority from Finance/Administration Section and request items exceeding delegated authority from the Finance Section.
- Arrange for the delivery of the items requisitioned, contracted for or purchased.
- Continually update communications availability information with the Communications Unit. Revise contact methods with suppliers as improved communications become available.
- Begin disaster documentation and record tracking of disaster-related requests for expenditures of equipment, supplies, personnel, funds, etc.
- Provide updated reports on resource status to Resources Unit.
- Identify and maintain a list of available and accessible equipment and supplies to support response and recovery efforts.
- Arrange for storage, maintenance, and replenishment or replacement of equipment and materials.
- Provide and coordinate with EOC Operations Section the allocation and distribution of utilities, fuel, water, food, other consumables and essential supplies to all disaster operation facilities, including mass care shelters.
- Procure and arrange for basic sanitation and health needs at mass care facilities (toilets, showers, etc.) as requested by EOC Operations Section.
- Support activities for restoration of utilities to critical facilities.
- Ensure the provision of sanitation services to include; portable toilets, hand washing stations, trash containers, etc.
- Procure and coordinate water resources for consumption, sanitation, and firefighting.
- Coordinate resources with relief agencies (American Red Cross, etc.)
- Obtain and coordinate necessary medical supplies and equipment for persons with disabilities or access and functional needs.

- Obtain necessary protective respiratory devices, clothing, equipment, and antidotes for personnel performing assigned tasks in hazardous radiological and/or chemical environments.
- Ensure the organization, management, coordination, and channeling of donations of goods from individual citizens and volunteer groups during and following the disaster/emergency.
- Identify supply sources to augment and/or satisfy expanded medical needs during emergency operations.
- In coordination with EOC Operations Section and Orange County Operational Area, maintain essential medical supplies in designated Casualty Collection Points (CCPs).

EOC FINANCE/ADMINISTRATION SECTION

EOC Finance/Administration Section Position Checklists

- EOC Finance/Administration Section Chief
- Cost Recovery Unit
- Time Keeping Unit
- Supply and Procurement Unit
- Compensation/Claims Unit
- Cost Analysis Unit

Overview

The EOC Finance/Administration Section's primary responsibility is to maintain to the greatest extent possible the financial systems necessary to keep the City functioning during a disaster/emergency. These systems include:

- Payroll Payments Revenue collection
- Claim processing
- Cost recovery documentation
- Revenue Collection
- Documentation, Timekeeping and Cost Tracking

The Section also supervises the negotiation and administration of vendor and supply contracts and procedures.

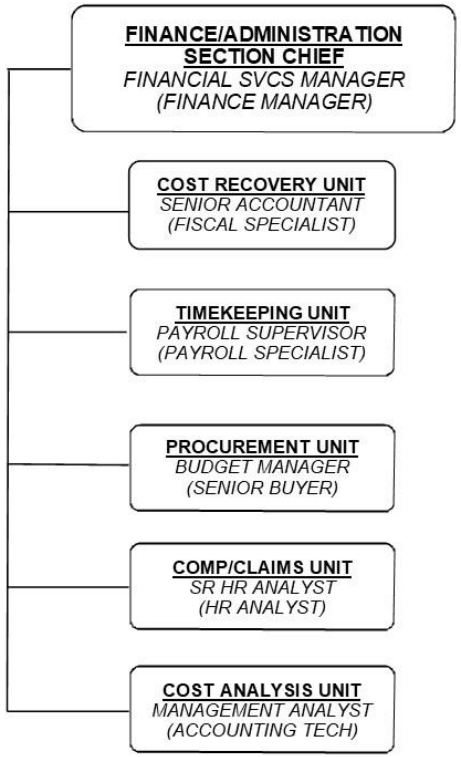
The extent of the disaster/emergency will determine the extent to which the EOC Finance/ Administration Section will mobilize. In a low-level emergency, only part of the section will mobilize. In a wide-spread disaster that damages communications and systems, the entire section will mobilize. Due to the need to closely coordinate with the Logistics Section, it is highly desired that the Finance and Logistics Sections are co-located in the EOC.

Objectives

The EOC Finance/Administration Section acts in a support role in all disasters/emergencies to ensure that all required records are preserved for future use and Cal OES and FEMA filing requirements through maintenance of proper and accurate documentation of all actions taken. To carry out its responsibilities, the EOC Finance/Administration Section will accomplish the following objectives during a disaster/emergency:

- Ensure policies and procedures are in place to comply with applicable reimbursement requirements.
- Establish and communicate protocol to track and maintain incident-related financial documentation, such as invoices, payroll logs, and contracts.
- Monitor and verify costs and expenditures by reviewing requests, invoices, time cards, activity logs, and other available documentation or resources.

BREA EOC FINANCE/ ADMINISTRATION SECTION



EOC FINANCE/ADMINISTRATION SECTION CHIEF

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Financial Services Manager**

Print Name: _____

ALTERNATE: **Finance Manager**

Print Name: _____

SUPERVISOR: **Emergency Services Director or EOC Director**

Print Name: _____

GENERAL DUTIES:

- Implementing a Disaster Accounting System
- Maintaining financial records of the emergency
- Tracking and recording of all agency staff time
- Processing purchase orders and contracts in coordination with EOC Logistics Section
- Processing worker's compensation claims received at the EOC
- Handling travel and expense claims
- Providing administrative support to the EOC

RESPONSIBILITIES:

Supervise the financial support, response, and recovery for the disaster/emergency; ensure that the payroll and revenue collection processes continue and activate the Disaster Accounting System.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES:

- Authorize use of the Disaster Accounting System.
- Ensure that the payroll process continues.
- Ensure that the revenue collection process continues.
- Attend planning meetings as required.
- Manage all financial aspects of an incident.
- Provide financial and cost analysis information as requested.
- Gather pertinent information from briefings with responsible agencies.
- Develop an operating plan for the Finance/Administration Section; fill, supply, and support needs.
- Meet with Assisting and Cooperating Agency Representatives, as needed.
- Maintain daily contact with City Administration on Finance/Administration matters.
- Ensure that all mutual aid personnel time records are accurately completed and transmitted to home agencies, according to policy.
- Provide financial input to demobilization planning.
- Brief agency administrative personnel on all incident-related financial issues needing attention or follow-up prior to leaving incident.
- Collect your Section personnel and equipment time records as well as records of expendable materials used, and provide copies to the Time and Cost Analysis Units at the end of each operational period.
- Ensure that all personnel and equipment time records and record of expendable materials used are received from other Sections and submitted to the Time and Cost Analysis Units at the end of each operational period.
- Organize, manage, coordinate and channel the donations of money received during and following the emergency from individual citizens and volunteer groups
- Coordinate with the Cost Analysis Unit to make recommendations for cost savings to the General Staff.
- Provide input in all planning sessions on finance and cost analysis matters.

- Ensure that all obligation documents initiated during the emergency/disaster are properly prepared and completed.
- Keep the General Staff advised of overall financial situation.
- Develop a personnel plan to maintain a 24-hour operation as required.

COST RECOVERY UNIT

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Senior Accountant**

Print Name: _____

ALTERNATE: **Fiscal Specialist**

Print Name: _____

SUPERVISOR: **EOC Finance/Administration Chief**

Print Name: _____

GENERAL DUTIES:

Maintain the Disaster Accounting System and procedures to capture and document costs relating to a disaster/emergency in coordination with other sections and departments; act as liaison with the disaster assistance agencies and coordinate the recovery of costs as allowed by law and maintain records in such a manner that will pass audit.

RESPONSIBILITIES:

Maintain the Disaster Accounting System and procedures to capture and document costs relating to a disaster/emergency in coordination with other sections and departments; act as liaison with the disaster assistance agencies and coordinate the recovery of costs as allowed by law and maintain records in such a manner that will pass audit. The Cost Recovery Unit should be activated at the onset of any disaster/emergency. Accurate and timely documentation is essential to financial recovery.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES:

- Activate and maintain the Disaster Accounting System and procedures to capture and document costs relating to a disaster/emergency in coordination with other sections and departments.
- Inform all sections and departments that the Disaster Accounting System is to be used.
- Coordinate cost documentation and make decisions on costs codes and items to be tracked by the Disaster Accounting System.
- Act as liaison with the disaster assistance agencies and coordinate the recovery of costs as allowed by law.
- Prepare all required state and federal documentation as necessary to recover all allowable disaster costs.
- Coordinate with the Documentation Unit of the EOC Planning/Intelligence Section.
- Provide analyses, summaries, and estimates of costs for the EOC Finance/Administration Section Chief, Emergency Services Director, and the Orange County Operational Area as required.
- Work with EOC sections and appropriate departments to collect all required documentation.
- Receive and allocate payments.
- Organize and prepare records for final audit.
- Prepare recommendations as necessary.

TIMEKEEPING UNIT

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Payroll Supervisor**

Print Name: _____

ALTERNATE: **Payroll Specialist**

Print Name: _____

SUPERVISOR: **EOC Finance/Administration Chief**

Print Name: _____

GENERAL DUTIES:

- Track, record and report staff time for all personnel/volunteers working at the emergency/disaster.
- Establish and maintain a file for all personnel working at the emergency/disaster.
- Ensure that daily personnel time recording documents are prepared and are compliant with specific City, Cal OES, and FEMA time recording policies.
- Track, record, and report equipment uses and time.

RESPONSIBILITIES:

Track hours worked by paid personnel, volunteers, contract labor, mutual aid and all others and ensure that daily personnel time recording documents are prepared and compliance to agency's time policy is being met. Ensure that time and equipment use records identify scope of work and site-specific work location consistent with initial safety/damage assessment records, sites and Damage Survey Reports (DSRs).

Personnel time and equipment use records should be collected and processed for each operational period as necessary. Records must be verified, checked for accuracy and posted according to existing policy. Excess hours worked must also be determined, and separate logs maintained. Time and equipment use records must be compiled in appropriate format for cost recovery purposes.

Ensure that all your Branch/Unit personnel and equipment time records and record of expendable materials used are provided to your Section Chief at the end of each operational period.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES—TIMEKEEPING UNIT:

- Determine specific requirements for the time recording function.
- Initiate, gather, or update a time report from all applicable personnel assigned to the emergency/disaster for each operational period.
- Ensure that all records identify scope of work and site-specific work location.
- Post personnel travel and work hours, assignment to a specific incident (location by address when possible), transfers, promotions, specific pay provisions, and terminations to personnel time documents.
- Ensure that daily personnel time recording documents are accurate and prepared in compliance with City policy.
- Ensure that all employee identification information is verified to be correct on the time report.
- Ensure that time reports are signed.
- Maintain separate logs for overtime hours.
- Establish and maintain a file for employee time records within the first operational period for each person.
- Maintain records security.
- Close out time documents prior to personnel leaving emergency assignment.
- Keep records on each shift. Operational Period work schedules are determined according to the time it may take to achieve the objectives outlined in the EOC Action Plan.
- Coordinate with the Supply (Personnel) Unit of the Logistics Section.

OPERATIONAL DUTIES—EQUIPMENT TIME RECORDER:

- Assist sections and branches/groups/units in establishing a system for collecting equipment time reports.
- Ensure that all records identify scope of work and site-specific work location.
- Establish and maintain a file of time reports on owned, rented, donated and mutual aid equipment (including charges for fuel, parts, services and operators).

PROCUREMENT UNIT

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Budget Manager**

Print Name: _____

ALTERNATE: **Senior Buyer**

Print Name: _____

SUPERVISOR: **EOC Finance/Administration Chief**

Print Name: _____

GENERAL DUTIES:

- Identify sources for equipment, expendable materials and resources.
- Manage all equipment rental agreements.
- Initiate vendor contracts associated with EOC activities within purchase authority limits established by City Council or Emergency Services Director.
- Process all administrative paperwork associated with equipment rental and supply contracts.

RESPONSIBILITIES:

Administration of all financial matters pertaining to purchases, vendor contracts, leases, fiscal agreements, and tracking expenditures. Identify sources of expendable materials and equipment, prepare and sign equipment rental agreements, and process all administrative paperwork associated with equipment rental and supply contracts, including incoming and outgoing mutual aid resources. Ensure that all records identify scope of work and site-specific work location.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES:

- Contact appropriate branch/group/unit leaders on needs and any special procedures.
- Review/prepare EOC purchasing procedures.
- Prepare and sign contracts as needed within established contracting authority.
- Establish contracts and agreements with supply vendors.
- Ensure that all records identify scope of work and site-specific locations.
- Ensure that a system is in place that meets City's property management requirements.
- Ensure proper accounting for all new property.
- Interpret contracts/agreements and resolve claims or disputes within delegated authority.
- Coordinate with Compensations/Claims Unit on procedures for handling claims.
- Finalize all agreements and contracts.
- Complete final processing and send documents for payment.
- Verify cost data in established vendor contracts with Cost Analysis Unit.

COMPENSATION/CLAIMS UNIT

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Senior Human Resources Analyst**

Print Name: _____

ALTERNATE: **Human Resources Analyst**

Print Name: _____

SUPERVISOR: **EOC Finance/Administration Chief**

Print Name: _____

GENERAL DUTIES:

- Accept as agent for the City of Brea claims resulting from an emergency/disaster.
- Collects information for all forms required by Workers Compensation and local agencies.
- Maintain a file of injuries and illness associated with the personnel activity at the EOC and maintains a file of written witness statements on injuries.
- Manage and direct all compensation for injury specialists and claims specialists assigned to the emergency/disaster.
- Provide investigative support in areas of claims for bodily injury and property damage compensation presented to the City of Brea.

RESPONSIBILITIES:

Manage the investigation and compensation of physical injuries and property damage claims involving the City of Brea arising out of an emergency/disaster, including completing all forms required by worker's compensations programs and local agencies, maintaining a file of injuries and illnesses associated with the incident, providing investigative support of claims, and issuing checks upon settlement of claims.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES:

- Coordinate with the Safety Officer, Liaison Officer, Agency Representatives, Supply (Personnel) Unit of the Logistics Section, and ICS Field Level Compensation/Claims Unit Leader.
- Maintain a log of all injuries occurring during the disaster/emergency.
- Develop and maintain a log of potential and existing claims.
- Prepare claims relative to damage to City property and notify and file the claims with insurers.
- Process claims for travel requests, forms, and expense claim.
- Determine if there is a need for Injury and Claims Specialists and order personnel as needed.
- Ensure that all Injury and Claims logs and forms are complete and routed to the appropriate department for post EOC processing.
- Ensure the investigation of all accidents, if possible.
- Ensure that the Supply (Personnel) Unit of the EOC Logistics Section completes claims for any injured personnel or volunteers working at the emergency.
- Provide report of injuries and coordinate with the Safety Officer for mitigation of hazards.
- Obtain all witness statements pertaining to claims and review for completeness.

COST ANALYSIS UNIT

Date: _____ **Start Time:** _____ **End Time:** _____

PRIMARY: **Management Analyst**

Print Name: _____

ALTERNATE: **Accounting Technician**

Print Name: _____

SUPERVISOR: **EOC Finance/Administration Chief**

Print Name: _____

GENERAL DUTIES:

- Provide all cost analysis activity associated with EOC operation.
- Obtain and record all cost data for the emergency/disaster.
- Ensure the proper identification of all equipment and personnel requiring payment.
- Analyze and prepare estimates of EOC costs.
- Maintain accurate record of EOC costs.

RESPONSIBILITIES:

Provide cost analysis data for the incident to help the planning and recovery efforts. Ensure that all pieces of equipment and personnel that require payment are properly identified; obtain and record all cost data; analyze and prepare estimates of incident costs and maintain accurate records of incident costs.

The Cost Analysis Unit will be increasingly tasked to support the planning function in terms of cost estimates of resources used. The Unit must maintain accurate information on the actual costs for the use of all assigned resources.

READ ALL RESPONDER CHECKLIST AT ACTIVATION, BEGINNING AND END OF EACH SHIFT

CHECKLIST ACTIONS

POSITION OPERATIONAL DUTIES:

- Collect and record all cost data.
- Maintain a fiscal record of all expenditures related to the emergency/disaster.
- Prepare and provide periodic cost summaries for the Finance/Administration Section Chief and the Emergency Services Director.
- Maintain cumulative emergency/disaster cost records.
- Ensure that all financial obligation documents are accurately prepared.
- Prepare use of resources cost estimates.
- Maintain accurate information on the actual cost for the use of all assigned resources.
- With the Time Unit, ensure that all pieces of equipment under contract and dedicated personnel are properly identified.
- Ensure that all EOC sections maintain proper supporting records and documentation to support claims.
- Make recommendations for cost savings to the Finance/Administration Section Chief.

CITY of BREA

City Council Regular Meeting
Communication
March 3, 2026
Item No. 3B.

Ordinance to Reestablish Parking Restrictions on Public Streets for Street Sweeping

TO	PREPARED BY
Honorable Mayor and City Council Members	Omar Brioso , Police Sergeant
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Adam Hawley, Police Chief	Kristin Griffith, City Manager

RECOMMENDATION

Staff recommends that the City Council take the following actions:

1. Introduce by title only and waive further reading of Ordinance No. 1272, "An Ordinance of the City Council of the City of Brea Amending the Brea City Code to Reestablish Parking Restrictions on Public Streets for Street Sweeping Purposes and Approving a CEQA Exemption Determination"
2. Adopt Resolution No. 2026-013 establishing regular days and streets upon which street sweeping will occur, and establishing a fine amount for violation of the Ordinance, all as required therein.

BACKGROUND/DISCUSSION

California Vehicle Code Section 22507.6 authorizes local authorities, by ordinance or resolution, to prohibit or restrict the parking or standing of vehicles on designated streets or highways, or portions thereof, for street sweeping purposes.

On July 7, 2009, the City Council adopted Resolution No. 2009-64, establishing parking restrictions on public streets for street sweeping purposes within the City of Brea. The Resolution designated specific streets and days on which parking is prohibited between the hours of 8:00 a.m. and 2:00 p.m., subject to the posting of signs, in order to facilitate effective street sweeping operations.

While Resolution No. 2009-64 has governed street sweeping parking restrictions for many years, those restrictions were not codified in the Brea City Code. The proposed ordinance is intended to reestablish and codify the existing street sweeping parking restrictions originally adopted by resolution, while also incorporating amendments to ensure consistency with current state law and accessibility requirements.

Specifically, Vehicle Code Section 22511.5 allows disabled persons and disabled veterans displaying qualifying license plates or placards to park in certain restricted parking areas, including areas that are time restricted. The proposed ordinance codifies exemptions for disabled persons consistent with state law, while also clarifying limited circumstances where those exemptions do not apply.

The ordinance adds a new Section 10.24.070 (“Parking Restrictions for Street Sweeping Purposes”) to Chapter 10.24 (Parking Limits) of Title 10 (Vehicles and Traffic) of the Brea City Code. This new Section establishes the street sweeping parking prohibition, identifies exemptions and exceptions, and provides that the affected City streets and street sweeping days, and applicable fine amount, will be set by City Council resolution. Concurrent with this ordinance, is attached Resolution No. XXX which sets forth affected streets and days of street sweeping, and re-establishes the current fine amount of $45. This resolution will become operative upon the effective date of the ordinance.

The ordinance includes the finding that it has been evaluated in accordance with the California Environmental Quality Act (CEQA) Guidelines and the environmental regulations of the City. Pursuant to Section 15061(b)(3) of the CEQA Guidelines, the proposed Ordinance is exempt from the requirements to prepare additional environmental documentation as it can be seen with certainty that there is no possibility that adoption of the Ordinance may have a significant effect on the environment because its adoption will result in more complete maintenance of City streets, and minimization of street dust, trash, and rubbish from entering the City’s storm drain system. It is, therefore, exempt from California Environmental Quality Act review pursuant to Title 14, Section 15061(b)(3), of the California Code of Regulations.

Upon the effective date of the ordinance, Resolution No. 2009-64, and any prior enactments inconsistent with this ordinance, will be superseded, ensuring that street sweeping parking regulations are contained in a single, clear, and enforceable section of the City Code.

FISCAL IMPACT/SUMMARY

There is no direct fiscal impact associated with the introduction of the ordinance. Street sweeping operations and parking enforcement activities are existing City services.

Attachments

Attachment 1 - Resolution Street Sweeping Days, Times and Fine Amounts
Attachment 2 - Resolution No. 2009-64
Attachment 3 - Street Sweeping Parking Restrictions List Monday
Attachment 4 - Street Sweeping Parking Restrictions List Tuesday
Attachment 5 - Street Sweeping Parking Restrictions List Wednesday
Attachment 6 - Street Sweeping Parking Restrictions List Thursday
Attachment 7 - Draft Ordinance

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA IMPLEMENTING BREA CITY CODE SECTION 10.24.070 BY DESIGNATING STREET SWEEPING DAYS AND AFFECTED STREETS, AND ESTABLISHING A FINE AMOUNT FOR VIOLATIONS THEREOF

A. RECITALS.

(i) Brea City Code ("BCC") Section 10.24.070 reestablishes street sweeping parking restrictions, with certain exceptions, and prohibits parking from 8:00 a.m. to 2:00 p.m. on City streets, or portions thereof, and on those days, as are set forth in a City Council resolution. Violation of Section 10.24.070 is punishable by a fine as established by City Council resolution.

(ii) The purpose of this Resolution is to implement BCC Section 10.24.070 by designating City streets for street sweeping, and the days such street sweeping will occur. The additional purpose of this Resolution is to establish a fine amount for violation of BCC Section 10.24.070.

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

B. RESOLUTION.

NOW, THEREFORE, BE IT FOUND, DETERMINED, AND RESOLVED by the City Council as follows:

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

2. As required by BCC Section 10.24.070, City streets designated for street sweeping, and the days on which street sweeping shall occur, are set forth in Exhibit "A" attached hereto and incorporated by reference herein.

3. A violation of the provisions of BCC Section 10.24.070 shall be punishable by a fine in the amount of forty-five ($45.00). The provisions of any resolution of the City establishing a fine for violation of the parking restrictions reestablished by BCC Section 10.24.070 are repealed and superseded by the provisions of this Resolution.

4. This Resolution shall become operative upon the effective date of BCC Section 10.24.070.

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

PASSED, APPROVED AND ADOPTED on this ____ day of _____, 2026.

_____
, Mayor

I, Victoria Popescu, City Clerk of the City of Brea, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Brea held on the ___ day of _____, 2026, by the following vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

ATTEST:_____
City Clerk

ATTEST:

_____
Victoria Popescu

RESOLUTION NO. 2009-64

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA ESTABLISHING PARKING RESTRICTIONS ON PUBLIC STREETS FOR STREET SWEEPING PURPOSES

A. RECITALS:

(i) California Vehicle Code Section 22507.6 authorizes local authorities to prohibit or restrict the parking or standing of vehicles on designated streets or highways, or portions thereof, for purposes of street sweeping.

(ii) The City Council desires to establish such restrictions with respect to certain streets within the City during specified hours and days.

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

B. RESOLUTION:

NOW, THEREFORE, BE IT FOUND, DETERMINED, AND RESOLVED by the City Council as follows:

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

2. The City Council hereby approves the "no parking" restrictions set forth in Exhibit "A" attached hereto and incorporated herein by reference.

3. The parking restrictions established herein shall become effective upon the posting of signs as required by California Vehicle Code Section 22507.6.

4. The provisions of any previously adopted resolutions that are inconsistent with any of the parking restrictions set forth herein, or which establish street sweeping parking restrictions for the affected streets that are different than those set forth herein, are hereby repealed and superceded by the restrictions set forth in Exhibit "A" hereto.

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

APPROVED AND ADOPTED this 7th day of July, 2009.

Mayor

I, Lucinda Williams, City Clerk of the City of Brea, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Brea held on the 7th day of July, 2009 by the following vote:

AYES: COUNCIL MEMBERS: Moore, Schweitzer, Garcia, Beauman

NOES: COUNCIL MEMBERS: Simonoff

ABSENT: COUNCIL MEMBERS: None

ABSTAIN: COUNCIL MEMBERS: None

ATTES

City Clerk

EXHIBIT A

STREET SWEEPING PARKING RESTRICTIONS

Parking is prohibited between the hours of 8:00 a.m. and 2:00 p.m., on the streets, or portions thereof, as set forth and described below:

Street Sweeping Parking Restrictions

Monday

FULL_NAME	CITY	SCHEDULE
Acorn Cir	Brea	Monday
Ambling Dr	Brea	Monday
Apple Blossom Cir	Brea	Monday
Apple Dr	Brea	Monday
Apricot Ave	Brea	Monday
Arbor Cir	Brea	Monday
Arrow Wood Dr	Brea	Monday
Aspen St	Brea	Monday
Associated Rd	Brea	Monday
Baler Ave	Brea	Monday
Balsa	Brea	Monday
Balsa Ave	Brea	Monday
Belmont Ct	Brea	Monday
Birch St	Brea	Monday
Blossom PI	Brea	Monday
Blue Jay Dr	Brea	Monday
Bluebell Ave	Brea	Monday
Bluegrass St	Brea	Monday
Bob White Rd	Brea	Monday
Bonita Canyon Way	Brea	Monday
Boxcar Ln	Brea	Monday
Branch Ln	Brea	Monday
Brea Blvd	Brea	Monday
Brea Hills Ave	Brea	Monday
Brookshire PI	Brea	Monday
Brookside Ln	Brea	Monday
Brookwood St	Brea	Monday
Bryce Canyon Way	Brea	Monday
Buckboard Ct	Brea	Monday
Buckthorn Dr	Brea	Monday
Butte Ct	Brea	Monday
Buttonwood Dr	Brea	Monday
Cactus Ct	Brea	Monday
Calico Ct	Brea	Monday
Cameron Ct	Brea	Monday
Candlewood St	Brea	Monday
Canyon Country Rd	Brea	Monday
Canyondale Dr	Brea	Monday
Carbon Canyon Rd	Brea	Monday
Cardinal St	Brea	Monday
Carmichael Dr	Brea	Monday
Carrotwood Dr	Brea	Monday
Cascade Ct	Brea	Monday
Cashew Ave	Brea	Monday

FULL_NAME	CITY	SCHEDULE
Cedarwood CT	Brea	Monday
Central Ave	Brea	Monday
Chelsea Ct	Brea	Monday
Chisholm Ct	Brea	Monday
Cinnamon Ridge Rd	Brea	Monday
Citrus PI	Brea	Monday
Clear Springs Rd	Brea	Monday
Cliffwood Ave	Brea	Monday
Clover Ct	Brea	Monday
Cloverdale Dr	Brea	Monday
Cocao PI	Brea	Monday
Condor Ave	Brea	Monday
Cool Oak Way	Brea	Monday
Copa de Oro Dr	Brea	Monday
Country Club Dr	Brea	Monday
Country Hills Rd	Brea	Monday
Country In	Brea	Monday
Covey Ct	Brea	Monday
Coyote Canyon Way	Brea	Monday
Creekwood Ct	Brea	Monday
Crestview Cir	Brea	Monday
Cristal Springs Ct	Brea	Monday
Cycod PI	Brea	Monday
Daisy Cir	Brea	Monday
Dale Ct	Brea	Monday
Dapplegray Cir	Brea	Monday
Date St	Brea -	Monday
Davidson Ct	Brea	Monday
Deer Springs Ln	Brea	Monday
Desert Canyon Rd	Brea	Monday
Donnybrook Rd	Brea	Monday
Driftwood Ave	Brea	Monday
Driftwood PI	Brea	Monday
Dundee Ct	Brea	Monday
Echo Canyon PI	Brea	Monday
Edgemont Ln	Brea	Monday
Elm Cir	Brea	Monday
Elm St	Brea	Monday
Enterprise St	Brea	Monday
Etna Cir	Brea	Monday
Evening Canyon Rd	Brea	Monday
Evergreen Dr	Brea	Monday
Falcon Way	Brea	Monday
Fallcreek Cir	Brea	Monday

Source: Jimmy Dao, GIS Analyst

City of Brea

Street Sweeping Parking Restrictions

Monday

Cattail Cir	Brea	Monday
FULL_NAME	**CITY**	**SCHEDULE**
Flanders Ct	Brea	Monday
Flower Hill St	Brea	Monday
Foothill Ln	Brea	Monday
Forbes Dr	Brea	Monday
Foxglove St	Brea	Monday
Glade Ct	Brea	Monday
Glen Canyon Way	Brea	Monday
Glen Ct	Brea	Monday
Glenoaks St	Brea	Monday
Goldenrod St	Brea	Monday
Grand Canyon Rd	Brea	Monday
Grandview Dr	Brea	Monday
Greenleaf Cir	Brea	Monday
Grove Hill Ct	Brea	Monday
Harvest Ln	Brea	Monday
Hawks Dr	Brea	Monday
Hawthorne Ave	Brea	Monday
Hazelwood PI	Brea	Monday
Heartwood Cir	Brea	Monday
Heathcliff PI	Brea	Monday
Heron PI	Brea	Monday
Hillside Rd	Brea	Monday
Hilltop Ln	Brea	Monday
Hummingbird Dr	Brea	Monday
Imperial Hwy	Brea	Monday
Ironbark Cir	Brea	Monday
Kings Canyon Rd	Brea	Monday
Knoll Ct	Brea	Monday
Kraemer Blvd	Brea	Monday
Laguna Canyon Way	Brea	Monday
Lambert Rd	Brea	Monday
Landmark Ln	Brea	Monday
Larkspur Ave	Brea	Monday
Lennox Ct	Brea	Monday
Lilac Ln	Brea	Monday
Live Oak St	Brea	Monday
Longbranch Cir	Brea	Monday
Lotus PI	Brea	Monday
Lynwood Dr	Brea	Monday
Malibu Canyon Rd	Brea	Monday
Malibu Canyon Way	Brea	Monday
Mango St	Brea	Monday
Mariposa Way	Brea	Monday

Fallingleaf Cir	Brea	Monday
FULL_NAME	**CITY**	**SCHEDULE**
Meadowcreek Rd	Brea	Monday
Merrifield Dr	Brea	Monday
Mockingbird Ln	Brea	Monday
Morning Dove PI	Brea	Monday
Morning Glory St	Brea	Monday
Morningflower Cir	Brea	Monday
Mountain Ct	Brea	Monday
Mujica PI	Brea	Monday
Nasa St	Brea	Monday
Newhall Ter	Brea	Monday
Newhaven Dr	Brea	Monday
Niguel Canyon Way	Brea	Monday
Nutwood St	Brea	Monday
Oak Canyon Way	Brea	Monday
Oakhaven Ave	Brea	Monday
Olinda Dr	Brea	Monday
Olinda PI	Brea	Monday
Olive Ave	Brea	Monday
Orange Grove Ln	Brea	Monday
Orangewood Dr	Brea	Monday
Orbiter St	Brea	Monday
Owl PI	Brea	Monday
Paloma Ct	Brea	Monday
Panorama Ct	Brea	Monday
Park Ln	Brea	Monday
Partridge Dr	Brea	Monday
Pheasant Ln	Brea	Monday
Pineridge St	Brea	Monday
Ponderosa Ave	Brea	Monday
Prairie Ct	Brea	Monday
Primrose Ave	Brea	Monday
Rainbow Ln	Brea	Monday
Raintree Dr	Brea	Monday
Ranger Ave	Brea	Monday
Redbay Ave	Brea	Monday
Redtail Dr	Brea	Monday
Rimview Ln	Brea	Monday
Roadrunner Dr	Brea	Monday
Robins PI	Brea	Monday
Rose Dr	Brea	Monday
Roundtree Ct	Brea	Monday
Rustic Ct	Brea	Monday
Sage Ct	Brea	Monday

Source: Jimmy Dao, GIS Analyst
City of Brea

Street Sweeping Parking Restrictions

Monday

Mauna Loa St	Brea	Monday
Meadow Ct	Brea	Monday
FULL_NAME	**CITY**	**SCHEDULE**
Santa Fe Ave	Brea	Monday
Santiago Canyon Way	Brea	Monday
Saturn St	Brea	Monday
Scenic Way	Brea	Monday
Seneca Ct	Brea	Monday
Shadetree Cir	Brea	Monday
Shadow Canyon Rd	Brea	Monday
Shady Ct	Brea	Monday
Shadyvale Ln	Brea	Monday
Shamrock Ave	Brea	Monday
Silver Canyon Way	Brea	Monday
Singingwood Ln	Brea	Monday
Skylark Way	Brea	Monday
Skywood St	Brea	Monday
Sleepy Hollow Ln	Brea	Monday
Snowfield St	Brea	Monday
Sorrel St	Brea	Monday
Spring Ct	Brea	Monday
Spurr Cir	Brea	Monday
Starflower St	Brea	Monday
Starling Way	Brea	Monday
State College Blvd	Brea	Monday
Stearns St	Brea	Monday
Stone Canyon Way	Brea	Monday
Stony Ln	Brea	Monday
Strawberry Ln	Brea	Monday
Summerfield Cir	Brea	Monday
Suncrest Cir	Brea	Monday
Sunflower St	Brea	Monday
Sunrise Rd	Brea	Monday
Sunrose CT	Brea	Monday
Surry Ct	Brea	Monday
Surveyor Ave	Brea	Monday
Swallow Ln	Brea	Monday
Tamarack Ave	Brea	Monday
Tangerine PI	Brea	Monday
Thistle Rd	Brea	Monday
Timbercreek Cir	Brea	Monday
Timberline Ct	Brea	Monday
Tolbert St	Brea	Monday
Trabuco Canyon Way	Brea	Monday
Trailview Cir	Brea	Monday

Sand Canyon Way	Brea	Monday
Sandpiper Way	Brea	Monday
FULL_NAME	**CITY**	**SCHEDULE**
Valley Crossing Rd	Brea	Monday
Verbena Ln	Brea	Monday
Vesuvius Dr	Brea	Monday
Vista Laguna Ct	Brea	Monday
Voyager Ave	Brea	Monday
Wagon Wheel Cir	Brea	Monday
Wakeforest St	Brea	Monday
Walden Rd	Brea	Monday
Wandering Ln	Brea	Monday
Waterfall Ln	Brea	Monday
Waterwheel Ln	Brea	Monday
Wayward Ct	Brea	Monday
Whispering Glen Ln	Brea	Monday
Whistle Train Rd	Brea	Monday
Wildflower Cir	Brea	Monday
Windbreak Cir	Brea	Monday
Winding Ln	Brea	Monday
Windwood Ln	Brea	Monday
Wintergreen St	Brea	Monday
Wisteria Dr	Brea	Monday
Woodacre St	Brea	Monday
Woodhill Ln	Brea	Monday
Woodpecker St	Brea	Monday
Zion Canyon Way	Brea	Monday

Source: Jimmy Dao, GIS Analyst
City of Brea

Treeridge Cir	Brea	Monday
Trolley Ct	Brea	Monday
Valencia Ave	Brea	Monday

Street Sweeping Parking Restrictions

Tuesday

FULL_NAME	CITY	SCHEDULE
Acacia St	Brea	Tuesday
Alder St	Brea	Tuesday
Arovista Ave	Brea	Tuesday
Bracken St	Brea	Tuesday
Brea Blvd	Brea	Tuesday
Briarwood Dr	Brea	Tuesday
Briarwood Way	Brea	Tuesday
Carob St	Brea	Tuesday
Catalpa Ave	Brea	Tuesday
Cedar Ave	Brea	Tuesday
Cherry St	Brea	Tuesday
Chestnut Ave	Brea	Tuesday
Clove PI	Brea	Tuesday
Cypress St	Brea	Tuesday
Dalewood PI	Brea	Tuesday
Date St	Brea	Tuesday
Delphia Ave	Brea	Tuesday
Eadington Dr	Brea	Tuesday
Eastwood PI	Brea	Tuesday
Elm St	Brea	Tuesday
Fern Ave	Brea	Tuesday
Fir St	Brea	Tuesday
Firethorne St	Brea	Tuesday
Flower Ave	Brea	Tuesday
Forest PI	Brea	Tuesday
Gum PI	Brea	Tuesday
Hickory St	Brea	Tuesday
Imperial Hwy	Brea	Tuesday
Jasmine Dr	Brea	Tuesday
Juniper St	Brea	Tuesday
Lambert Rd	Brea	Tuesday
Lantana Ave	Brea	Tuesday
Larchwood Dr	Brea	Tuesday
Laurel Ave	Brea	Tuesday
Lemon St	Brea	Tuesday
Lime St	Brea	Tuesday
Linden Way	Brea	Tuesday
Locust St	Brea	Tuesday
Madrona Ave	Brea	Tuesday
Magnolia Ave	Brea	Tuesday
Maple Ave	Brea	Tuesday
Muirwood Dr	Brea	Tuesday
Mulberry Ave	Brea	Tuesday
Napoli Dr	Brea	Tuesday

FULL_NAME	CITY	SCHEDULE
Orange Ave	Brea	Tuesday
Palm Dr	Brea	Tuesday
Peach Ave	Brea	Tuesday
Pear St	Brea	Tuesday
Pecan St	Brea	Tuesday
Pepper Tree Dr	Brea	Tuesday
Pine Ave	Brea	Tuesday
Poinsettia Ave	Brea	Tuesday
Poplar Ave	Brea	Tuesday
Puente St	Brea	Tuesday
Randolph Ave	Brea	Tuesday
Redwood Ave	Brea	Tuesday
Saint Crispen Ave	Brea	Tuesday
Sequoia Ave	Brea	Tuesday
Sievers Ave	Brea	Tuesday
Spruce St	Brea	Tuesday
State College Blvd	Brea	Tuesday
Sycamore Ave	Brea	Tuesday
Teak St	Brea	Tuesday
Timbergate Ln	Brea	Tuesday
Union PI	Brea	Tuesday
Valencia St	Brea	Tuesday
Walnut Way	Brea	Tuesday
Wildrose Dr	Brea	Tuesday

Source: Jimmy Dao, GIS Analyst
City of Brea

EXHIBIT A

Street Sweeping Parking Restrictions

Tuesday

Oleander St	Brea	Tuesday

EXHIBIT A 7/1/2009

Street Sweeping Parking Restrictions

Wednesday

FULL_NAME	CITY	SCHEDULE
Alexander Ct	Brea	Wednesday
Allyson Ct	Brea	Wednesday
Alta Mesa Dr	Brea	Wednesday
Alta Mesa Way	Brea	Wednesday
Alwick PI	Brea	Wednesday
Amberhill Dr	Brea	Wednesday
Apollo St	Brea	Wednesday
Archwood Ave	Brea	Wednesday
Archwood Ct	Brea	Wednesday
Armstrong Dr	Brea	Wednesday
Arovista Ave	Brea	Wednesday
Arthur Dr	Brea	Wednesday
Ashwood Ln	Brea	Wednesday
Atkins in	Brea	Wednesday
Atlas St	Brea	Wednesday
Basse Ln	Brea	Wednesday
Basswood Ln	Brea	Wednesday
Baxter Pkwy	Brea	Wednesday
Baywood Dr	Brea	Wednesday
Beacon St	Brea	Wednesday
Beechwood Dr	Brea	Wednesday
Bennett LN	Brea	Wednesday
Berenice Dr	Brea	Wednesday
Bergman Ct	Brea	Wednesday
Berry Dr	Brea	Wednesday
Berry St	Brea	Wednesday
Berry Way	Brea	Wednesday
Bexley Ln	Brea	Wednesday
Birchcrest Ave	Brea	Wednesday
Birchcrest Cir	Brea	Wednesday
Blossom PI	Brea	Wednesday
Bonnie Way	Brea	Wednesday
Breezewood Ct	Brea	Wednesday
Capricorn St	Brea	Wednesday
Carey Ave	Brea	Wednesday
Carlson Dr	Brea	Wednesday
Casner Way	Brea	Wednesday
Cedarcrest Dr	Brea	Wednesday
Central Ave	Brea	Wednesday
Challenger St	Brea	Wednesday
Charleston Way	Brea	Wednesday
Charwood Ct	Brea	Wednesday
Columbia St	Brea	Wednesday
Cottonwood Ave	Brea	Wednesday

FULL_NAME	CITY	SCHEDULE
Daniel Ct	Brea	Wednesday
Dans PI	Brea	Wednesday
De Jur St	Brea	Wednesday
Deanna Dr	Brea	Wednesday
Delaney Dr	Brea	Wednesday
Delay St	Brea	Wednesday
Delta Ave	Brea	Wednesday
Denise Ct	Brea	Wednesday
Dogwood Ln	Brea	Wednesday
Dorothy Dr	Brea	Wednesday
Eden Way	Brea	Wednesday
El Encanto Dr	Brea	Wednesday
El kridge St	Brea	Wednesday
Elmwood Ct	Brea	Wednesday
Elmwood Ave	Brea	Wednesday
Endeavor Cir	Brea	Wednesday
Ethelinda Way	Brea	Wednesday
Explorer St	Brea	Wednesday
Fawnridge Dr	Brea	Wednesday
Fernwood Ave	Brea	Wednesday
Forestview Dr	Brea	Wednesday
Foxwood Ave	Brea	Wednesday
Freeman Ln	Brea	Wednesday
Gatewood Ct	Brea	Wednesday
Gemini Ave	Brea	Wednesday
Harvey Dr	Brea	Wednesday
Havenhurst Dr	Brea	Wednesday
Hodson Ave	Brea	Wednesday
Honeywood Ct	Brea	Wednesday
Hurst PI	Brea	Wednesday
Imperial Hwy	Brea	Wednesday
Ironwood Ct	Brea	Wednesday
Jaywood Ct	Brea	Wednesday
Johnson Ln	Brea	Wednesday
Jonathan Dr	Brea	Wednesday
Jones Dr	Brea	Wednesday
Joyce Dr	Brea	Wednesday
Juliet Ct	Brea	Wednesday
Kellen Dr	Brea	Wednesday
Kerrwood St	Brea	Wednesday
Kinsler Ct	Brea	Wednesday
Kitaoka Ln	Brea	Wednesday
La Serena Dr	Brea	Wednesday
Lambert Rd	Brea	Wednesday

Source: Jimmy Dao, GIS Analyst
City of Brea

Street Sweeping Parking Restrictions

Wednesday

FULL_NAME	CITY	SCHEDULE
Las Lomas Dr	Brea	Wednesday
Launer Rd	Brea	Wednesday
Leafwood Ct	Brea	Wednesday
Lockhaven Dr	Brea	Wednesday
Los Altos Dr	Brea	Wednesday
Lotus PI	Brea	Wednesday
Lunar Ave	Brea	Wednesday
Maplewood Ln	Brea	Wednesday
Mariner St	Brea	Wednesday
Mathews Ln	Brea	Wednesday
McCart Ave	Brea	Wednesday
McCart Cir	Brea	Wednesday
Mercury Ln	Brea	Wednesday
Merrywood Ct	*Brea*	Wednesday
Midbury St	Brea	Wednesday
Millen Ln	Brea	Wednesday
Mooncrest Cir	Brea	Wednesday
Moonstone	Brea	Wednesday
Neptune Ave	Brea	Wednesday
Nibus St	Brea	Wednesday
Northwood Ave	Brea	Wednesday
Norwood Ct	Brea	Wednesday
Oak Knoll St	Brea	Wednesday
Oakcrest Ave	Brea	Wednesday
Oakwood Ln	Brea	Wednesday
Old Mill Rd	Brea	Wednesday
Oldwood Ct	Brea	Wednesday
Palm St	Brea	Wednesday
Parkcrest Way	Brea	Wednesday
Pennywood Ct	Brea	Wednesday
Pepperwood Ln	Brea	Wednesday
Peterkin PI	Brea	Wednesday
Pinewood Ave	Brea	Wednesday
Pioneer St	Brea	Wednesday
Poinsettia Ave	Brea	Wednesday
Puente Ln	Brea	Wednesday
Puente St	Brea	Wednesday
Quail Cir	Brea	Wednesday
Quail Ln	Brea	Wednesday
Reynoso Pkwy	Brea	Wednesday
Robert Ct	Brea	Wednesday
Roscoe St	Brea	Wednesday
Rosewood Ln	Brea	Wednesday
Rutledge PI	Brea	Wednesday

FULL_NAME	CITY	SCHEDULE
Salveson Rd	Brea	Wednesday
San Juan Dr	Brea	Wednesday
Sandalwood Dr	Brea	Wednesday
Sandlewood Ln	Brea	Wednesday
Sandra Ct	Brea	Wednesday
Sexton Ln	Brea	Wednesday
Shadowgrove St	Brea	Wednesday
Shaffer Ct	Brea	Wednesday
Shelly Ct	Brea	Wednesday
Site Dr	Brea	Wednesday
Skyler Way	Brea	Wednesday
Skywood St	Brea	Wednesday
Sonora St	Brea	Wednesday
South ridge Dr	Brea	Wednesday
Starcrest St	Brea	Wednesday
Steele Dr	Brea	Wednesday
Stonebridge Dr	Brea	Wednesday
Stonecrest Cir	Brea	Wednesday
Strattford St	Brea	Wednesday
Sunnyhills Ave	Brea	Wednesday
Tamarack Ave	Brea	Wednesday
Tanglewood St	Brea	Wednesday
Teakwood Ln	Brea	Wednesday
Titan Way	Brea	Wednesday
Tracie Dr	Brea	Wednesday
Tremaine Dr	Brea	Wednesday
Vallejo St	Brea	Wednesday
Vanguard Way	Brea	Wednesday
Viking Ave	Brea	Wednesday
Vista Laguna Cir	Brea	Wednesday
Walling Ave	Brea	Wednesday
Wardman Dr	Brea	Wednesday
Wesham PI	Brea	Wednesday
Whittier Blvd	Brea	Wednesday
Wickford Dr	Brea	Wednesday
Williams St	Brea	Wednesday
Woodcrest Ave	Brea	Wednesday
Worthington St	Brea	Wednesday
Zachary Ct	Brea	Wednesday

Source: Jimmy Dao, GIS Analyst
City of Brea

Street Sweeping Parking Restrictions

Thursday

FULL_NAME	CITY	SCHEDULE
Almond Dr	Brea	Thursday
Amberwick Cir	Brea	Thursday
Amberwick Ln	Brea	Thursday
Aria Dr	Brea	Thursday
Arts Ave	Brea	Thursday
Ash St	Brea	Thursday
Associated Rd	Brea	Thursday
Aurora Ave	Brea	Thursday
Avocado St	Brea	Thursday
Bandera Way	Brea	Thursday
Birch St	Brea	Thursday
Blystone Ct	Brea	Thursday
Brea Blvd	Brea	Thursday
Brea Mall	Brea	Thursday
Brea Mall Center	Brea	Thursday
Brea Mall North	Brea	Thursday
Brea Mall South	Brea	Thursday
Brittany Ln	Brea	Thursday
Camphor Cir	Brea	Thursday
Castlegate Ln	Brea	Thursday
Chevy Chase Dr	Brea	Thursday
Civic Center Cir	Brea	Thursday
Cliffwood Park St	Brea	Thursday
Cottonwood Dr	Brea	Thursday
Craftsman Cir	Brea	Thursday
Devonshire Dr	Brea	Thursday
Dover Ave	Brea	Thursday
Dover Cir	Brea	Thursday
Eastridge Way	Brea	Thursday
Eucalyptus Ln	Brea	Thursday
Eucalyptus St	Brea	Thursday
Fig Ave	Brea	Thursday
Filbert PI	Brea	Thursday
Floral Ct	Brea	Thursday
Flower Ave	Brea	Thursday
Gateway Center Dr	Brea	Thursday
Gomes Way	Brea	Thursday
Green Ivy Dr	Brea	Thursday
Greenbriar Ln	Brea	Thursday
Guava PI	Brea	Thursday
Heather Cir	Brea	Thursday
Heather Ln	Brea	Thursday
Hillhaven Dr	Brea	Thursday
Holly St	Brea	Thursday

FULL_NAME	CITY	SCHEDULE
Imperial Hwy	Brea	Thursday
Iris Ln	Brea	Thursday
Jacaranda PI	Brea	Thursday
Lambert Rd	Brea	Thursday
Larkstone Ln	Brea	Thursday
Laurel Ave	Brea	Thursday
Lavender Ln	Brea	Thursday
Legacy Dr	Brea	Thursday
Madison Ave	Brea	Thursday
Madrona Ave	Brea	Thursday
Mandarin Dr	Brea	Thursday
Marketplace	Brea	Thursday
Martin Ct	Brea	Thursday
Mason Ct	Brea	Thursday
Masters Cir	Brea	Thursday
Moorpark Dr	Brea	Thursday
Oak PI	Brea	Thursday
Olive PI	Brea	Thursday
Orange Ave	Brea	Thursday
Palmetto PI	Brea	Thursday
Papaya PI	Brea	Thursday
Paseo de Toner	Brea	Thursday
Pecan PI	Brea	Thursday
Pepperwood Dr	Brea	Thursday
Pine Ave	Brea	Thursday
Pistacio Ln	Brea	Thursday
Placentia Ave	Brea	Thursday
Plum Ave	Brea	Thursday
Plumeria Ct	Brea	Thursday
Pomelo Ave	Brea	Thursday
Poplar Ave	Brea	Thursday
Randolph Ave	Brea	Thursday
Ravencrest Dr	Brea	Thursday
Redbay Ave	Brea	Thursday
Redbud St	Brea	Thursday
Redwood Ave	Brea	Thursday
Rogers Ct	Brea	Thursday
Rosemary Ln	Brea	Thursday
State College Blvd	Brea	Thursday
Studio Dr	Brea	Thursday
Sungrove PI	Brea	Thursday
Sweet Gum Ln	Brea	Thursday
Taylor Ct	Brea	Thursday
Tea Ln	Brea	Thursday

Source: Jimmy Dao, GIS Analyst

Honeysuckle Ln	Brea	Thursday
FULL_NAME	**CITY**	**SCHEDULE**
Thor PI	Brea	Thursday
Tulip Ln	Brea	Thursday
Valverde Ave	Brea	Thursday
Valverde Ave	Brea	Thursday
Virginia Way	Brea	Thursday
Walnut Ave	Brea	Thursday
Westmoreland Dr	Brea	Thursday
Westridge Way	Brea	Thursday
Willow Dr	Brea	Thursday
Windermere Cir	Brea	Thursday
Woodland Ave	Brea	Thursday.

Telstar Way	Brea Thursday

FULL_NAME	DAY
ADELANTE ST	MONDAY
ARAGON LN	MONDAY
BIRCH HILLS MALL	MONDAY
BREA CANYON RD	MONDAY
BUENA VIDA DR	MONDAY
CALLE DEL SOL	MONDAY
CALLE LUNA NUEVA	MONDAY
CAMPESTRE LN	MONDAY
E ARBOR CIR	MONDAY
E ASPEN ST	MONDAY
E AZALEA WAY	MONDAY
E BELMONT CT	MONDAY
E BIRCH ST	MONDAY
E BLOSSOM PL	MONDAY
E BLUEBELL AVE	MONDAY
E BOB WHITE RD	MONDAY
E BONITA CANYON WAY	MONDAY
E BRANCH LN	MONDAY
E BROOKSHIRE PL	MONDAY
E BROOKWOOD ST	MONDAY
E BRYCE CANYON WAY	MONDAY
E BUCHANAN CT	MONDAY
E BUTTONWOOD CT	MONDAY
E BUTTONWOOD DR	MONDAY
E CAMELIA LN	MONDAY
E CAMERON AVE	MONDAY
E CAMERON CT	MONDAY
E CANDLEWOOD ST	MONDAY
E CANYON COUNTRY RD	MONDAY
E CANYON DALE DR	MONDAY
E CARBON CANYON RD	MONDAY
E CARROTWOOD DR	MONDAY
E CEDARWOOD CT	MONDAY
E CHELSEA CT	MONDAY
E CHISHOLM CT	MONDAY
E CLEAR SPRINGS RD	MONDAY
E CLOVERDALE DR	MONDAY
E COBBLESTONE DR	MONDAY
E COCAO PL	MONDAY
E COUNTRY HILLS RD	MONDAY
E COVEY CT	MONDAY
E COYOTE CANYON WAY	MONDAY
E CREEKWOOD CT	MONDAY
E CRESTVIEW CIR	MONDAY
E DATE ST	MONDAY
E DAVIDSON CT	MONDAY
E DEER SPRINGS LN	MONDAY
E ECHO CANYON PL	MONDAY

E EDGEMONT LN	MONDAY
E ELM CIR	MONDAY
E ELM ST	MONDAY
E ENTERPRISE ST	MONDAY
E FALCON WAY	MONDAY
E FALLCREEK CIR	MONDAY
E FALLINGLEAF CIR	MONDAY
E FLANDERS CT	MONDAY
E FOOTHILL LN	MONDAY
E GLORIETTA PL	MONDAY
E GRANADA CIR	MONDAY
E GRANDVIEW DR	MONDAY
E HARVEST LN	MONDAY
E HAWKS DR	MONDAY
E HERON PL	MONDAY
E HILLSIDE RD	MONDAY
E IMPERIAL HWY	MONDAY
E IRONBARK CIR	MONDAY
E LAMBERT RD	MONDAY
E LANDMARK LN	MONDAY
E LARKSPUR AVE	MONDAY
E LIVE OAK AVE	MONDAY
E LOTUS PL	MONDAY
E MANGO ST	MONDAY
E MAUNA LOA ST	MONDAY
E MERCADO DR	MONDAY
E MERRIFIELD DR	MONDAY
E MOCKINGBIRD LN	MONDAY
E MORNING DEW DR	MONDAY
E MUJICA PL	MONDAY
E NASA ST	MONDAY
E NEWHAVEN DR	MONDAY
E ORBITER ST	MONDAY
E OWL PL	MONDAY
E PHEASANT LN	MONDAY
E PRIMROSE AVE	MONDAY
E RAINBOW LN	MONDAY
E RAINTREE DR	MONDAY
E ROADRUNNER DR	MONDAY
E ROCKRIDGE LN	MONDAY
E SAND CANYON WAY	MONDAY
E SANDPEBBLE DR	MONDAY
E SANDPIPER WAY	MONDAY
E SANTA FE RD	MONDAY
E SANTIAGO CANYON WAY	MONDAY
E SATURN ST	MONDAY
E SENECA CT	MONDAY
E SHADETREE CIR	MONDAY
E SHAMROCK AVE	MONDAY

E SILVER CANYON WAY	MONDAY
E SKYLARK WAY	MONDAY
E SKYLINE DR	MONDAY
E SKYWOOD ST	MONDAY
E SNOWFIELD ST	MONDAY
E SOMMERSET DR	MONDAY
E SORREL ST	MONDAY
E SPURR CIR	MONDAY
E STARLING WAY	MONDAY
E STEARNS ST	MONDAY
E STONE CANYON WAY	MONDAY
E STONY LN	MONDAY
E SUMMERFIELD CIR	MONDAY
E SUNROSE CT	MONDAY
E SWALLOW LN	MONDAY
E TIMBERCREEK CIR	MONDAY
E TREERIDGE CIR	MONDAY
E TROLLEY CT	MONDAY
E WAKEFOREST ST	MONDAY
E WAYWARD CT	MONDAY
E WHISPERING GLEN LN	MONDAY
E WHISTLE TRAIN RD	MONDAY
E WILDFLOWER CIR	MONDAY
E WINDBREAK CIR	MONDAY
E WINDWOOD LN	MONDAY
E WISTERIA DR	MONDAY
E WOODACRE ST	MONDAY
E WOODFIELD DR	MONDAY
E WOODHILL LN	MONDAY
E WOODPECKER ST	MONDAY
ESTRELLA LN	MONDAY
GARDENIA LN	MONDAY
GIBRALTAR LN	MONDAY
GRANADA CIR	MONDAY
GRANADA LN	MONDAY
GRANDA CIR	MONDAY
KRAEMER BLVD	MONDAY
KRAEMER CIR	MONDAY
LA CAMPANA DR	MONDAY
LA CRESCENTA DR	MONDAY
LA ENTRADA DR	MONDAY
LA FIESTA DR	MONDAY
LA FLORESTA DR	MONDAY
LA MANCHA DR	MONDAY
LA PALMA DR	MONDAY
LA PLAZA DR	MONDAY
LA SIESTA CIR	MONDAY
LA TIENDA DR	MONDAY
LA VENTANA DR	MONDAY

LARK LN	MONDAY
MADEIRA CT	MONDAY
MALLORCA LN	MONDAY
MARAVILLA LN	MONDAY
MERIDA LN	MONDAY
MIRADA LN	MONDAY
N APPLE DR	MONDAY
N 57 FWY	MONDAY
N ACORN CIR	MONDAY
N AMBLING DR	MONDAY
N APPLE BLOSSOM CIR	MONDAY
N APRICOT AVE	MONDAY
N ASSOCIATED RD	MONDAY
N BALSA	MONDAY
N BALSA AVE	MONDAY
N BLUE JAY DR	MONDAY
N BLUEGRASS ST	MONDAY
N BOXCAR LN	MONDAY
N BREA BLVD	MONDAY
N BREA HILLS AVE	MONDAY
N BROOKSIDE LN	MONDAY
N BUCKTHORN DR	MONDAY
N CARDINAL ST	MONDAY
N CARMICHAEL DR	MONDAY
N CASHEW AVE	MONDAY
N CATTAIL CIR	MONDAY
N CITRUS PL	MONDAY
N CLIFFWOOD AVE	MONDAY
N CONDOR AVE	MONDAY
N COPA DE ORO DR	MONDAY
N CYCOD PL	MONDAY
N DAISY CIR	MONDAY
N DAPPLEGRAY CIR	MONDAY
N DESERT CANYON RD	MONDAY
N DONNYBROOK RD	MONDAY
N DRIFTWOOD AVE	MONDAY
N EVENING CANYON RD	MONDAY
N FLOWER HILL ST	MONDAY
N FORBES DR	MONDAY
N GLEN CANYON RD	MONDAY
N GOLDENROD ST	MONDAY
N GRAND CANYON RD	MONDAY
N GROVE HILL CT	MONDAY
N HAWTHORNE AVE	MONDAY
N HEARTWOOD CIR	MONDAY
N HEATHCLIFF PL	MONDAY
N HILLTOP LN	MONDAY
N HUMMINGBIRD DR	MONDAY
N KINGS CANYON RD	MONDAY

N KRAEMER BLVD	MONDAY
N LILAC LN	MONDAY
N LONGBRANCH CIR	MONDAY
N MALIBU CANYON RD	MONDAY
N MALIBU CANYON WAY	MONDAY
N MARIPOSA WAY	MONDAY
N MEADOWCREEK RD	MONDAY
N MORNING DOVE PL	MONDAY
N MORNING GLORY ST	MONDAY
N MORNINGFLOWER CIR	MONDAY
N NEWHALL TER	MONDAY
N NIGUEL CANYON WAY	MONDAY
N OAK CANYON WAY	MONDAY
N OLINDA DR	MONDAY
N OLINDA PL	MONDAY
N OLIVE AVE	MONDAY
N ORANGE GROVE LN	MONDAY
N PALOMA CT	MONDAY
N PARK LN	MONDAY
N POINTE DR	MONDAY
N REDTAIL DR	MONDAY
N ROBINS PL	MONDAY
N ROSE DR	MONDAY
N ROUNDTREE CT	MONDAY
N SHADOW CANYON RD	MONDAY
N SHADYVALE LN	MONDAY
N SINGINGWOOD LN	MONDAY
N SLEEPY HOLLOW LN	MONDAY
N SPUR TRL	MONDAY
N STARFLOWER ST	MONDAY
N STATE COLLEGE BLVD	MONDAY
N STRAWBERRY LN	MONDAY
N SUNCREST CIR	MONDAY
N SUNFLOWER ST	MONDAY
N SUNRISE RD	MONDAY
N TANGERINE PL	MONDAY
N THISTLE RD	MONDAY
N TOWER RD	MONDAY
N TRABUCO CANYON WAY	MONDAY
N TRAILVIEW CIR	MONDAY
N VALENCIA AVE	MONDAY
N VALLEY CROSSING RD	MONDAY
N VERBENA LN	MONDAY
N WALDEN RD	MONDAY
N WANDERING LN	MONDAY
N WATERFALL LN	MONDAY
N WATERWHEEL LN	MONDAY
N WINDING LN	MONDAY
N ZION CANYON WAY	MONDAY

NB 57 OFFLAMBERT RAMP	MONDAY
OAK CANYON WAY	MONDAY
OLINDA RD	MONDAY
ORQUIDEA LN	MONDAY
PARTRIDGE DR	MONDAY
PASEO DR	MONDAY
PORTAROSA LN	MONDAY
PORTOLES LN	MONDAY
RAILWAY	MONDAY
RAMP	MONDAY
RAYA LN	MONDAY
RIMVIEW LN	MONDAY
S ASSOCIATED RD	MONDAY
S BALER AVE	MONDAY
S BUENA VIDA DR	MONDAY
S CALLE LUNA NUEVA	MONDAY
S CAMEO WAY	MONDAY
S CAROLINA DR	MONDAY
S CINNAMON RIDGE RD	MONDAY
S COOL OAK RD	MONDAY
S COOL OAK WAY	MONDAY
S COUNTRY CLUB DR	MONDAY
S CRISTAL SPRINGS CT	MONDAY
S ETNA CIR	MONDAY
S FLOWER HILL ST	MONDAY
S FOXGLOVE ST	MONDAY
S GREENLEAF DR	MONDAY
S KRAEMER BLVD	MONDAY
S OAKHAVEN AVE	MONDAY
S RANGER AVE	MONDAY
S REDBAY AVE	MONDAY
S STARFLOWER ST	MONDAY
S SURVEYOR ST	MONDAY
S TERRAZO DR	MONDAY
S THISTLE RD	MONDAY
S TOLBERT ST	MONDAY
S VALENCIA AVE	MONDAY
S VESUVIUS DR	MONDAY
S VOYAGER AVE	MONDAY
S WINTERGREEN ST	MONDAY
SEVILLA LN	MONDAY
SOLANA LN	MONDAY
SOLEDAD CT	MONDAY
SONRISA CIR	MONDAY
STATE RD	MONDAY
SWEETWATER DR	MONDAY
URBANA LN	MONDAY
VALENCIA AVE	MONDAY
VILLA DR	MONDAY

VIOLETA LN	MONDAY
W CENTRAL AVE	MONDAY
W DUNDEE CT	MONDAY
W LAGUNA CANYON WAY	MONDAY
W LENNOX CT	MONDAY
W SIX NATIONS AVE	MONDAY

FULL_NAME	DAY
N COUNTRY LN	TUESDAY
E SURRY CT	TUESDAY
N CLOVER CT	TUESDAY
E MOUNTAIN CT	TUESDAY
N SAINT CRISPEN AVE	TUESDAY
N MADRONA AVE	TUESDAY
E KNOLL CT	TUESDAY
W LAMBERT RD	TUESDAY
N NAPOLI DR	TUESDAY
E PANORAMA CT	TUESDAY
E CHERRY ST	TUESDAY
E ALDER ST	TUESDAY
W EADINGTON DR	TUESDAY
N PARK LN	TUESDAY
E CASCADE CT	TUESDAY
E MEADOW CT	TUESDAY
N SHADY CT	TUESDAY
N PEPPER TREE DR	TUESDAY
E LOCUST ST	TUESDAY
E ELM ST	TUESDAY
N VISTA CT	TUESDAY
W FOREST PL	TUESDAY
S RANDOLPH AVE	TUESDAY
E IMPERIAL HWY	TUESDAY
E LIVE OAK AVE	TUESDAY
W BRACKEN ST	TUESDAY
E RUSTIC CT	TUESDAY
W CLOVE PL	TUESDAY
E TIMBERLINE CT	TUESDAY
N BUTTE CT	TUESDAY
N BREA BLVD	TUESDAY
W EASTWOOD PL	TUESDAY
N WAGON WHEEL CIR	TUESDAY
E SCENIC WAY	TUESDAY
N WALNUT WAY	TUESDAY
S MAPLE AVE	TUESDAY
N ORANGE AVE	TUESDAY
S JASMINE DR	TUESDAY
S BREA BLVD	TUESDAY
E GLADE CT	TUESDAY
E DALE CT	TUESDAY
E LAS PALMAS DR	TUESDAY
S LAUREL AVE	TUESDAY
W CYPRESS ST	TUESDAY
W LEMON ST	TUESDAY
S AROVISTA AVE	TUESDAY
S WALNUT AVE	TUESDAY
W DATE ST	TUESDAY

W FIR ST	TUESDAY
E LAMBERT RD	TUESDAY
E GLEN CT	TUESDAY
E LAS RIENDAS DR	TUESDAY
W PECAN ST	TUESDAY
S SEQUOIA AVE	TUESDAY
S ORANGE AVE	TUESDAY
E DATE ST	TUESDAY
S MUIRWOOD DR	TUESDAY
E ACACIA ST	TUESDAY
N CACTUS CT	TUESDAY
W DALEWOOD PL	TUESDAY
N BUCKBOARD CT	TUESDAY
E PRAIRIE CT	TUESDAY
N DELPHIA AVE	TUESDAY
S REDWOOD AVE	TUESDAY
W ACACIA ST	TUESDAY
S CEDAR AVE	TUESDAY
E HICKORY ST	TUESDAY
S STATE COLLEGE BLVD	TUESDAY
W IMPERIAL HWY	TUESDAY
W OLEANDER ST	TUESDAY
S CATALPA AVE	TUESDAY
S BRIARWOOD DR	TUESDAY
BRIARWOOD WAY	TUESDAY
S MADRONA AVE	TUESDAY
S POPLAR AVE	TUESDAY
S MAGNOLIA AVE	TUESDAY
S MULBERRY AVE	TUESDAY
S PUENTE ST	TUESDAY
E CALICO CT	TUESDAY
E UNION PL	TUESDAY
N GUM PL	TUESDAY
S LARCHWOOD DR	TUESDAY
W LIME ST	TUESDAY
W JUNIPER ST	TUESDAY
ROSARITA DR	TUESDAY
S FLOWER AVE	TUESDAY
W ELM ST	TUESDAY
W TEAK ST	TUESDAY
S POINSETTIA AVE	TUESDAY
E SPRING CT	TUESDAY
S PINE AVE	TUESDAY
S FIRETHORNE ST	TUESDAY
S SIEVERS AVE	TUESDAY
W CAROB ST	TUESDAY
S WILDROSE DR	TUESDAY
E FIR ST	TUESDAY
CIENAGA DR	TUESDAY

VIKING AVE	TUESDAY
S SYCAMORE AVE	TUESDAY
W PEAR ST	TUESDAY
E TIMBERGATE LN	TUESDAY
W VALENCIA ST	TUESDAY
S LANTANA AVE	TUESDAY
S PEACH AVE	TUESDAY
E ALDER ST	TUESDAY
W LINDEN WAY	TUESDAY
E SPRUCE ST	TUESDAY
S CHESTNUT AVE	TUESDAY
DRIVEWAY	TUESDAY
W FERN AVE	TUESDAY
E HERMOSA DR	TUESDAY
S PALM DR	TUESDAY
BERKLEY CT	TUESDAY
E SAGE CT	TUESDAY

FULL_NAME	DAY
W NORTHWOOD AVE	WEDNESDAY
W DOROTHY DR	WEDNESDAY
W ALTA MESA DR	WEDNESDAY
W SANDRA CT	WEDNESDAY
N WARDMAN DR	WEDNESDAY
N PINEWOOD AVE	WEDNESDAY
N OLD MILL RD	WEDNESDAY
N JONATHAN DR	WEDNESDAY
N POINSETTIA AVE	WEDNESDAY
N PUENTE ST	WEDNESDAY
W STARCREST ST	WEDNESDAY
N BEECHWOOD DR	WEDNESDAY
N STRATTFORD ST	WEDNESDAY
W CENTRAL AVE	WEDNESDAY
N TAMARACK AVE	WEDNESDAY
N BERRY ST	WEDNESDAY
N STEELE DR	WEDNESDAY
W WOODCREST AVE	WEDNESDAY
CEMETERY RD	WEDNESDAY
W BEACON ST	WEDNESDAY
N PALM ST	WEDNESDAY
E LA HABRA BLVD	WEDNESDAY
N DANIEL CT	WEDNESDAY
N SANDALWOOD DR	WEDNESDAY
W BIRCHCREST AVE	WEDNESDAY
W WALLING AVE	WEDNESDAY
W BONNIE WAY	WEDNESDAY
W STONEBRIDGE DR	WEDNESDAY
W PARKCREST WAY	WEDNESDAY
W KERRWOOD ST	WEDNESDAY
N MERRYWOOD CT	WEDNESDAY
N ELMWOOD AVE	WEDNESDAY
W WHITTIER AVE	WEDNESDAY
N JAYWOOD CT	WEDNESDAY
W SOUTHRIDGE DR	WEDNESDAY
N DE JUR ST	WEDNESDAY
W TRACIE DR	WEDNESDAY
W HODSON AVE	WEDNESDAY
N FERNWOOD AVE	WEDNESDAY
SITE DR	WEDNESDAY
N CARLSON DR	WEDNESDAY
N ALTA MESA WAY	WEDNESDAY
NORTHWOOD AVE	WEDNESDAY
N PONDEROSA AVE	WEDNESDAY
N ORANGEWOOD DR	WEDNESDAY
N MARIPOSA DR	WEDNESDAY
N ARROW WOOD DR	WEDNESDAY
W NUTWOOD ST	WEDNESDAY

N SUNNYHILLS AVE	WEDNESDAY
W VISTA CIR	WEDNESDAY
N HAVENHURST DR	WEDNESDAY
W AMBERHILL DR	WEDNESDAY
W LA SERENA DR	WEDNESDAY
W ASHWOOD LN	WEDNESDAY
W DEANNA DR	WEDNESDAY
W TEAKWOOD LN	WEDNESDAY
N BERENICE DR	WEDNESDAY
W MIDBURY ST	WEDNESDAY
N ARTHUR DR	WEDNESDAY
W OAKCREST AVE	WEDNESDAY
W PINERIDGE ST	WEDNESDAY
W SHADOWGROVE ST	WEDNESDAY
WALLING AVE	WEDNESDAY
W PEPPERWOOD LN	WEDNESDAY
W GLENOAKS ST	WEDNESDAY
N ROBERT CT	WEDNESDAY
E COTTONWOOD AVE	WEDNESDAY
N HAZELWOOD PL	WEDNESDAY
N JULIET CT	WEDNESDAY
W ETHELINDA WAY	WEDNESDAY
N FAWNRIDGE DR	WEDNESDAY
N DENISE CT	WEDNESDAY
W JOYCE DR	WEDNESDAY
N EVERGREEN DR	WEDNESDAY
N LUNAR AVE	WEDNESDAY
W CAREY AVE	WEDNESDAY
N ALWICK PL	WEDNESDAY
N WESHAM PL	WEDNESDAY
N STONECREST CIR	WEDNESDAY
N KELLEN DR	WEDNESDAY
N LA CANADA DR	WEDNESDAY
N SAN JUAN DR	WEDNESDAY
N BEXLEY LN	WEDNESDAY
N NEPTUNE AVE	WEDNESDAY
W BLOSSOM PL	WEDNESDAY
W HARVEY DR	WEDNESDAY
N SHELLY CT	WEDNESDAY
N WORTHINGTON ST	WEDNESDAY
N DELAY ST	WEDNESDAY
W OAKWOOD LN	WEDNESDAY
W BASSWOOD LN	WEDNESDAY
W MOONSTONE ST	WEDNESDAY
WADE ST	WEDNESDAY
W BAYWOOD DR	WEDNESDAY
W SANDLEWOOD LN	WEDNESDAY
N MCCART CIR	WEDNESDAY
W MCCART AVE	WEDNESDAY

W LAMBERT RD	WEDNESDAY
W WICKFORD DR	WEDNESDAY
N ROSCOE ST	WEDNESDAY
W APOLLO ST	WEDNESDAY
W ELKRIDGE ST	WEDNESDAY
W LAS LOMAS DR	WEDNESDAY
N CARLSON CIR	WEDNESDAY
W HAVENHURST DR	WEDNESDAY
W EDEN WAY	WEDNESDAY
N VALLEJO ST	WEDNESDAY
W OAK KNOLL ST	WEDNESDAY
S PALM ST	WEDNESDAY
W QUAIL CIR	WEDNESDAY
N CEDARCREST DR	WEDNESDAY
W MOONCREST CIR	WEDNESDAY
N LOCKHAVEN DR	WEDNESDAY
W RUTLEDGE PL	WEDNESDAY
W ROSEWOOD LN	WEDNESDAY
N DRIFTWOOD PL	WEDNESDAY
N FORESTVIEW DR	WEDNESDAY
W CAPRICORN ST	WEDNESDAY
N PUENTE LN	WEDNESDAY
N DOGWOOD LN	WEDNESDAY
W ATLAS ST	WEDNESDAY
W ATLAS ST	WEDNESDAY
N ARCHWOOD AVE	WEDNESDAY
W PENNYWOOD CT	WEDNESDAY
ROSCOE ST	WEDNESDAY
W MAPLEWOOD LN	WEDNESDAY
N QUAIL LN	WEDNESDAY
W EVERGREEN DR	WEDNESDAY
VALLEJO ST	WEDNESDAY
N BASSE LN	WEDNESDAY
W PIONEER ST	WEDNESDAY
N BIRCHCREST CIR	WEDNESDAY
N LOS ALTOS DR	WEDNESDAY
N CHARWOOD CT	WEDNESDAY
W KINSLER CT	WEDNESDAY
W SKYWOOD ST	WEDNESDAY
N SONORA ST	WEDNESDAY
W SHAFFER CT	WEDNESDAY
N ELKWOOD CT	WEDNESDAY
N DOGWOOD CT	WEDNESDAY
W EXPLORER ST	WEDNESDAY
N ARCHWOOD CT	WEDNESDAY
N BREEZEWOOD CT	WEDNESDAY
E LAMBERT RD	WEDNESDAY
N FOXWOOD AVE	WEDNESDAY
W IRONWOOD CT	WEDNESDAY

BONITA PL	WEDNESDAY
N DELTA AVE	WEDNESDAY
N LYNWOOD DR	WEDNESDAY
W CHALLENGER ST	WEDNESDAY
W BERGMAN CT	WEDNESDAY
W IMPERIAL HWY	WEDNESDAY
S BERRY ST	WEDNESDAY
W EL ENCANTO DR	WEDNESDAY
W ZACHARY CT	WEDNESDAY
W TANGLEWOOD ST	WEDNESDAY
RAMP	WEDNESDAY
W NORWOOD CT	WEDNESDAY
W VANGUARD WAY	WEDNESDAY
S CATALPA AVE	WEDNESDAY
N LEAFWOOD CT	WEDNESDAY
W MARINER ST	WEDNESDAY
W ALEXANDER CT	WEDNESDAY
W HONEYWOOD CT	WEDNESDAY
W ALLYSON CT	WEDNESDAY
W OLDWOOD CT	WEDNESDAY
W BERRY WAY	WEDNESDAY
S PUENTE ST	WEDNESDAY
W GATEWOOD CT	WEDNESDAY
S AROVISTA AVE	WEDNESDAY
W LOTUS PL	WEDNESDAY
N VIKING AVE	WEDNESDAY
W COLUMBIA ST	WEDNESDAY
W NIBUS ST	WEDNESDAY
IMPERIAL HWY	WEDNESDAY
W MERCURY LN	WEDNESDAY
VIKING AVE	WEDNESDAY
S AROVISTA CIR	WEDNESDAY
S VIKING AVE	WEDNESDAY
S GEMINI AVE	WEDNESDAY
W TITAN WAY	WEDNESDAY
W SALVESON RD	WEDNESDAY
W LAUNER RD	WEDNESDAY
N BAXTER PKWY	WEDNESDAY
TREMAINE DR	WEDNESDAY
W CHARLESTON WAY	WEDNESDAY
N MATHEWS LN	WEDNESDAY
N JOHNSON LN	WEDNESDAY
N REYNOSO PKWY	WEDNESDAY
N DELANEY DR	WEDNESDAY
W BENNETT LN	WEDNESDAY
W SKYLER WAY	WEDNESDAY
N HURST PL	WEDNESDAY
W KITAOKA LN	WEDNESDAY
N DANS PL	WEDNESDAY

N MILLEN LN	WEDNESDAY
WILLIAMS ST	WEDNESDAY
W CASNER WAY	WEDNESDAY
N ARMSTRONG DR	WEDNESDAY
W JONES DR	WEDNESDAY
N PETERKIN PL	WEDNESDAY
N ATKINS LN	WEDNESDAY
SEXTON LN	WEDNESDAY
W FREEMAN LN	WEDNESDAY
N ENDEAVOR CIR	WEDNESDAY
BERRY PL	WEDNESDAY
CRESTWOOD LN	WEDNESDAY
CHERRYWOOD LN	WEDNESDAY
CORAL CIR	WEDNESDAY
SPINNAKER CIR	WEDNESDAY
LIDO WAY	WEDNESDAY
AQUA WAY	WEDNESDAY
CATALINA WAY	WEDNESDAY
ANCHOR CT	WEDNESDAY
SEASIDE CT	WEDNESDAY
MARINA DR	WEDNESDAY
CENTRAL PARK DR	WEDNESDAY
BROADWAY DR	WEDNESDAY
BROOKLYN DR	WEDNESDAY
MANHATTAN DR	WEDNESDAY
EMPIRE DR	WEDNESDAY
METROPOLITAN DR	WEDNESDAY
ELLIS DR	WEDNESDAY
W VILLAGE WAY	WEDNESDAY
HUDSON ST	WEDNESDAY

FULL_NAME	DAY
E PASEO DE TONER	THURSDAY
N OAK PL	THURSDAY
N STATE COLLEGE BLVD	THURSDAY
E NUEVO PL	THURSDAY
N THOR PL	THURSDAY
E AVOCADO ST	THURSDAY
N GUAVA PL	THURSDAY
E PAPAYA PL	THURSDAY
E PEPPERWOOD DR	THURSDAY
W HONEYSUCKLE LN	THURSDAY
E PACIFIC CT	THURSDAY
N ORANGE AVE	THURSDAY
S RANDOLPH AVE	THURSDAY
E EUCALYPTUS ST	THURSDAY
N WILDCAT WAY	THURSDAY
N COTTAGE LN	THURSDAY
W ASH ST	THURSDAY
N TAYLOR CT	THURSDAY
E CYPRESS ST	THURSDAY
N TAPIA LN	THURSDAY
N TULIP LN	THURSDAY
N BREA BLVD	THURSDAY
N CLIFFWOOD PARK ST	THURSDAY
S SWEET GUM LN	THURSDAY
E IMPERIAL HWY	THURSDAY
N WOODLAND AVE	THURSDAY
E COALINGA DR	THURSDAY
BREA MALL RD	THURSDAY
S STATE COLLEGE BLVD	THURSDAY
BREA PLACE DR	THURSDAY
N ROGERS CT	THURSDAY
N BLYSTONE CT	THURSDAY
N POMELO AVE	THURSDAY
S PINE AVE	THURSDAY
S AMBERWICK LN	THURSDAY
E HILLHAVEN DR	THURSDAY
S POPLAR AVE	THURSDAY
S CASTLEGATE LN	THURSDAY
W IMPERIAL HWY	THURSDAY
S MANDARIN DR	THURSDAY
E GREEN IVY DR	THURSDAY
S PLUM AVE	THURSDAY
E ALMOND DR	THURSDAY
E PHILLIPS CT	THURSDAY
S VALVERDE AVE	THURSDAY
E BIRCH ST	THURSDAY
N AERA CT	THURSDAY
E WOODFIELD DR	THURSDAY

E PLAINS CT	THURSDAY
S AURORA AVE	THURSDAY
E WILLOW DR	THURSDAY
GATEWAY CENTER DR	THURSDAY
E CHEVY CHASE DR	THURSDAY
E MADISON WAY	THURSDAY
S ASSOCIATED RD	THURSDAY
N IRIS LN	THURSDAY
S BRITTANY LN	THURSDAY
E HOLLY ST	THURSDAY
E PIRU LN	THURSDAY
N RANDOLPH AVE	THURSDAY
E ASH ST	THURSDAY
E SUNGROVE PL	THURSDAY
E REDBUD ST	THURSDAY
E TELSTAR WAY	THURSDAY
N THOR PL	THURSDAY
N VALENCIA AVE	THURSDAY
S MADRONA AVE	THURSDAY
W BIRCH ST	THURSDAY
N BANDERA WAY	THURSDAY
S BREA BLVD	THURSDAY
E LAMBERT RD	THURSDAY
E WESTMORELAND DR	THURSDAY
E GOMES WAY	THURSDAY
N PASEO DE TONER	THURSDAY
LEGACY DR	THURSDAY
ARTS AVE	THURSDAY
S DEVONSHIRE DR	THURSDAY
E EASTRIDGE WAY	THURSDAY
W LAVENDER LN	THURSDAY
E GREENBRIAR LN	THURSDAY
S HILLHAVEN CIR	THURSDAY
S FIG AVE	THURSDAY
E PALMETTO PL	THURSDAY
CRAFTSMAN CIR	THURSDAY
E HEATHER CIR	THURSDAY
E RAVENCREST DR	THURSDAY
RAMP	THURSDAY
E WESTRIDGE WAY	THURSDAY
N TONNER RIDGE DR	THURSDAY
N NARANJAL DR	THURSDAY
E WALKING BEAM PL	THURSDAY
S PLACENTIA AVE	THURSDAY
S DOVER AVE	THURSDAY
E EUCALYPTUS LN	THURSDAY
S MASON CT	THURSDAY
S WALNUT AVE	THURSDAY
S ORANGE AVE	THURSDAY

S FLOWER AVE	THURSDAY
E FILBERT PL	THURSDAY
N OLIVE PL	THURSDAY
S CAMPHOR CIR	THURSDAY
E FLORAL CT	THURSDAY
S LAUREL AVE	THURSDAY
S ROSEMARY LN	THURSDAY
N VIRGINIA WAY	THURSDAY
S SYCAMORE AVE	THURSDAY
S DOVER CIR	THURSDAY
S REDWOOD AVE	THURSDAY
S DEVONSHIRE CIR	THURSDAY
E DEVONSHIRE DR	THURSDAY
E MOORPARK DR	THURSDAY
S AMBERWICK CIR	THURSDAY
S LARKSTONE LN	THURSDAY
S TEA LN	THURSDAY
W PISTACIO LN	THURSDAY
S REDBAY AVE	THURSDAY
S GREENBRIAR LN	THURSDAY
N GATEWAY CENTER DR	THURSDAY
E PLUMERIA CT	THURSDAY
MASTERS CIR	THURSDAY
ARIA DR	THURSDAY
E HEATHER LN	THURSDAY
S AMBERWICK LN	THURSDAY
N MARTIN CT	THURSDAY
E COTTONWOOD DR	THURSDAY
N JACARANDA PL	THURSDAY
STUDIO DR	THURSDAY
N PECAN PL	THURSDAY
N POPLAR AVE	THURSDAY
S WINDERMERE CIR	THURSDAY
EUCALYPTUS LN	THURSDAY
CIVIC CENTER CIR	THURSDAY
N MARKETPLACE	THURSDAY
BREA MALL RD S	THURSDAY
BREA MALL RD N	THURSDAY
BREA MALL RD C	THURSDAY
E SANTA FE RD	THURSDAY
N RUBEL DR	THURSDAY
N SIGNAL HILL CT	THURSDAY
E SORANO PL	THURSDAY
N DISCOVERY LN	THURSDAY
E GEORGETOWN CIR	THURSDAY
N BELRIDGE TER	THURSDAY
E TEMBLOR RANCH DR	THURSDAY
E SHACKLE LINE DR	THURSDAY
E OJAI DR	THURSDAY

N CABLE CANYON PL	THURSDAY
E ROUGHNECK PL	THURSDAY
E KERN RIVER LN	THURSDAY
LA GOLETA PL	THURSDAY
N SAN ARDO DR	THURSDAY
N PICO CANYON LN	THURSDAY
E ALAMITOS RD	THURSDAY
CONEJO PL	THURSDAY
N SHEPHERD LN	THURSDAY
E MCKITTRICK PL	THURSDAY
N LANDA WAY	THURSDAY
E SANTA PAULA DR	THURSDAY
N SUTTER CT	THURSDAY
E ROSECRANS CT	THURSDAY
N BARDSDALE PL	THURSDAY

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BREA AMENDING THE BREA CITY CODE TO REESTABLISH PARKING RESTRICTIONS ON PUBLIC STREETS FOR STREET SWEEPING PURPOSES AND APPROVING A CEQA EXEMPTION DETERMINATION

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

A. RECITALS.

(i) Vehicle Code Section 22507.6 authorizes local authorities, by ordinance or resolution, to prohibit or restrict parking or standing of vehicles on designated streets or highways, or portions thereof, for street sweeping purposes.

(ii) On July 7, 2009, the City Council adopted Resolution No. 2009-64 establishing parking restrictions on public streets for street sweeping purposes.

(iii) Vehicle Code Section 22511.5 permits disabled persons displaying special license plates or a distinguishing placard to park in certain parking restricted areas, including any parking zone that is restricted as to the length of time parking is permitted as indicated by posted signage.

(iv) The purpose of this Ordinance is reestablish and codify, with amendments to protect accessibility for disabled persons, the parking restrictions established by Resolution No. 2009-64.

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

B. ORDINANCE.

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

Section 2. Code Amendment. Chapter 10.24 (Parking Limits) of Title 10 (Vehicles and Traffic) of Part I (Municipal Code) of the Brea City Code is amended by adding a new Section 10.24.070 to read as follows:

"**§ 10.24.070 Parking restrictions for street sweeping purposes.**

A. Prohibition. For purposes of street sweeping, parking is prohibited between the hours of 8:00 a.m. and 2:00 p.m., on the City streets, or portions thereof, and on those days, as are set forth in a resolution of the City Council.

B. Exemptions. A disabled person or disabled veteran displaying special license plates issued pursuant to Cal. Veh. Code § 5007 or a valid disabled person placard issued pursuant to Cal. Veh. Code §§ 22511.55 or 22511.59, may park on a City

street during posted street-sweeping hours without penalty. This exemption shall also apply to a disabled person or disabled veteran displaying current special license plates or a disabled person placard validly issued by another state or foreign jurisdiction.

C. Exceptions. The exemptions in paragraph B do not apply in any of the following situations:

1. On streets where stopping, standing, or parking is completely prohibited by state law or local ordinance.

2. In areas of streets reserved for special types of vehicles, such as bus zones, taxi zones, commercial loading zones, or other restricted-use spaces.

3. When the parked vehicle is being used in the operation of a street-vending business.

D. The penalty for parking in violation of this Section shall be a fine in such amount as established by resolution of the City Council."

Section 3. Signage. Prior to commencement of enforcement of Section 10.40.070, as adopted herein, the Public Works Director or designee shall ensure that appropriate signs have been erected indicating either the streets affected by this Ordinance or the streets not affected, as such official determines will best serve to give notice of the street sweeping parking restrictions.

Section 4. Prior Enactments. Upon the effective date of this Ordinance, Resolution No. 2009-64, and any and all provisions of any other resolutions or uncodified ordinances in effect that are inconsistent with this Ordinance, are hereby superseded and shall be of no further force or effect; provided, however, that such supersession shall not affect or excuse any violation of any such resolution or ordinance occurring prior to this Ordinance becoming effective.

Section 5. CEQA. The City Council finds that it can be seen with certainty that there is no possibility the adoption of this Ordinance may have a significant effect on the environment because its adoption will result in more complete maintenance of City streets, and minimization of street dust, trash, and rubbish from entering the City's storm drain system. It is, therefore, exempt from California Environmental Quality Act review pursuant to Title 14, Section 15061(b)(3), of the California Code of Regulations.

Section 6. Severability. The City Council declares that should any provision, section, paragraph, sentence or word of this Ordinance be rendered or declared invalid by any final action of a court of competent jurisdiction, or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences, and words of this Ordinance shall remain in full force and effect.

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

PASSED AND ADOPTED this _____ day of _____, 2026.

_____
_____, Mayor

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 _____, 2026, and was finally passed at a regular meeting of the City Council of the City of Brea held on the _____ day of _____, 2026, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAINED: COUNCIL MEMBERS:

ATTEST: _____
Victoria Popescu,
City Clerk of the City of Brea

CITY of BREA

City Council Regular Meeting
Communication
March 3, 2026
Item No. 4A.

February 17, 2026 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

02-17-2026 - 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

February 17, 2026

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

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

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

1.A. Call to Order/Roll Call

Mayor Hupp called the Closed Session to order at 5:30 p.m. All members were present.

1.B. Public Comment

Denise Eby spoke about the RWG contract renewal, billings, travel expenses, office rental rate, and suggested the City Council terminate services and issue a Request for Proposal (RFP) for new legal services.

1.C. 1C. Conference with Legal Counsel Pursuant to Government Code Section 54956.9(d)(4) - Anticipated Litigation. Initiation of Litigation: 3 potential cases.

1.D. Public Employee Performance Evaluation Pursuant to Government Code Section 54957(b). Title: City Attorney

Mayor Hupp adjourned the Closed Session at 6:31 p.m.

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

2.A. Call to Order/Roll Call

Mayor Hupp called the Study Session to order at 6:32 p.m. All members were present.

2.B. Public Comment

None.

2.C. Clarify Regular Meeting Topics

None.

2.D. Continued Review of Two Existing General Municipal Taxes in the City of Brea

Financial Services Manager Madrazo provided an overview on the Business License Tax and introduced Eric Meyers, Director of Professional Services for HdL Companies.

Eric Meyers provided a presentation and overview of the past 7-year business license revenue trends, business license counts, and tax revenue. He compared business scenarios and estimated business license revenue to those of other jurisdictions. Additionally, he reviewed the impacts of a cap on reported gross receipts and compared four (4) different tax models which included removing the gross receipt rate cap, implementing a simple percentage increase, a single gross receipts rate, and a variable gross receipts rate.

The City Council discussed the tax model options, rental revenue and caps, and business license registration fees.

The City Council concurred to bring the item back to a Special Study Session Meeting for further discussion.

2.E. Council Member Reports/Requests

None.

2.F. Study Session Adjournment

Mayor Hupp adjourned the Study Session at 7:02 p.m.

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

3.A. Call to Order/Roll Call

Mayor Hupp called the General Session to order at 7:06 p.m. All members were present.

3.B. Pledge of Allegiance

Brea Girl Scout Troop 3013 led the Pledge of Allegiance.

3.C. Invocation: Pastor Tyler Lemen, Birch St Friends Church

Pastor Tyler Lemen, Birch St Friends Church, led the invocation.

3.D. Commendation: Senior Center Christmas Party Recognition

Mayor Hupp invited Jeff Kenan, President of the Brea Senior Leadership Council, to speak about the Brea Senior Center Christmas Party.

The City Council presented Dwight Manley, Jayk Burczyk on behalf of Alireza Ghaemian of Brea Improv, and Lanette Collar on behalf of Scott and Rosemary Mcintosh of Reunion Kitchen + Drink, Commendations in recognition of their donations to the 2025 Brea Senior Center Christmas Party.

3.E. Report - Prior Study Session

City Manager Griffith provided a report on the prior Study Session.

City Attorney Boga stated no reportable action was taken on the prior Closed Session.

3.F. Community Announcements

Council Member Stewart announced the City is offering free disaster preparedness training. He indicated participants will receive classroom and hands-on training to learn about disaster preparedness and announced that the next class will take place on February 24 through March 14 on Tuesday and Thursday evenings, and Saturday morning. He noted pre-registration is required for each class, which can be completed on the City website and stated this is the last week to register.

Council Member Marick announced the annual Brea 8K Classic Race will take place this Sunday, February 22. She indicated roads along the race route will be impacted from 4:00 a.m. to 9:30 a.m. and stated the course map, residential street closures and other event information can be found online by visiting Brea8k.com.

Council Member Vargas announced Go Serve Brea is now accepting service projects. He indicated projects must be completed within 2 to 3 hours and will take place on April 25. He noted additional information can be found by visiting the City website.

3.G. Matters from the Audience

Denise Eby spoke about the RWG contract renewal, billings, travel expenses, office rental rate, and suggested the City Council terminate services and issue a Request for Proposal (RFP) for new legal services.

Gerry Hunter spoke about homelessness at City Hall Park, and the Brea Police Department.

3.H. Response to Public Inquiries

In response to public comments made about the RWG contract agreement, City Attorney Boga provided clarification regarding travel expenses and billing.

4. PUBLIC HEARING

4.A. Waive Full Reading of and Introduce Ordinance No. 1267, "An Ordinance of the City Council of the City of Brea Granting a Pipeline Franchise to Crimson California Pipeline, L.P.," and Approve a CEQA Exemption Determination

Senior Management Analyst Cuevas provided a presentation on the item. He spoke about California Public Utility Code, Brea Code requirements, and reviewed the franchise term length and fees, and provided staff's recommendations.

Mayor Hupp opended the Public Hearing.

Seeing no members of the public wishing to address the Council, Mayor Hupp closed the Public Hearing.

Council Member Vargas inquired about the franchise fees, staff fees and legal fees.

A motion was made by Mayor Pro Tem Simonoff and seconded by Council Member Stewart to waive full reading and introduce Ordinance No. 1267 "An Ordinance of the City Council of the City of Brea Granting a Pipeline Franchise to Crimson California Pipeline, L.P.," by title only and approve a California Environmental Quality Act exemption determination; and appropriate any revenues received as part of this franchise in the Fiscal Year 2025-26 Operating Budget; and authorize the City Clerk to release the current faithful performance bond upon acceptance of the new faithful performance bond once notification is received from the Public Works Department. Motion passed 5-0-0-0 (Ayes: Hupp, Simonoff, Marick, Stewart, Vargas).

5. CONSENT CALENDAR

A motion was made by Mayor Pro Tem Simonoff and seconded by Council Member Stewart to approve Consent Calendar items 5A - 5C. Motion passed 5-0-0-0 (Ayes: Hupp, Simonoff, Marick, Stewart, Vargas).

5.A. February 3, 2026 Regular Meeting Minutes

The City Council approved the February 3, 2026 Regular City Council Meeting Minutes as written.

5.B. Monthly Report of Investments for the City of Brea for Period Ended January 31, 2026

The City Council received and filed the Monthly Report of Investments for the City of Brea for the period ended January 31, 2026.

5.C. January Outgoing Payment Log and City Disbursement Registers for January 30, and February 6, 2026

The City Council received and filed the January Outgoing Payment Log and City Disbursement Registers for January 30 and February 6, 2026.

6. CITY/SUCCESSOR AGENCY - CONSENT

A motion was made by Council Member Vargas and seconded by Mayor Pro Tem Simonoff to approve City/Successor Agency Consent Items 6A and 6B. Motion passed 5-0-0-0 (Ayes: Hupp, Simonoff, Marick, Stewart, Vargas).

6.A. Monthly Report of Investments for the Successor Agency to the Brea Redevelopment Agency for Period Ended January 31, 2026

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 the period ended January 31, 2026.

6.B. Successor Agency Disbursement Register for January 30, 2026

The City Council, as the Successor Agency, received and filed the January 30, 2026 Successor Agency Disbursement Register.

7. ADMINISTRATIVE ANNOUNCEMENTS

7.A. City Manager

None.

7.B. City Attorney

None.

7.C. Council Requests

None.

8. COUNCIL ANNOUNCEMENTS

8.A. Council Announcements

None.

9. ADJOURNMENT

9.A. Meeting Adjournment

Mayor Hupp adjourned the General Session at 7:43 p.m. in memory of Reverend Jesse Jackson.

CITY of BREA

City Council Regular Meeting
Communication
March 3, 2026
Item No. 4B.

General Plan Annual Progress Report 2025

TO	PREPARED BY
Honorable Mayor and City Council Members	Graham Bultema, Assistant Planner
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Jason Killebrew, Assistant City Manager/Community Development Director	Kristin Griffith, City Manager

RECOMMENDATION

Staff recommends that the City Council take the following actions:

1. Receive and file the 2025 General Plan and Housing Element Annual Report; and
2. Direct staff to submit the Housing Element Annual Report to the California Department of Housing and Community Development (HCD) and the Governor's Office of Land Use and Climate Innovation (LCI).

BACKGROUND/DISCUSSION

Background

In 2003, the City of Brea completed a comprehensive update of the General Plan and included with this adoption was an Implementation Guide. The Implementation Guide is intended for use as the basis for preparing the Annual Report to the City Council on the status of the City's progress in implementing the General Plan goals and policies. State Government Code Section 65400 requires an annual report be given to the legislative body on the status of implementing the goals of the General Plan.

Discussion

The City continued to implement the goals and policies of the General Plan in 2025, as outlined in Attachment A of this report. The annual report covers the period from January 1, 2025 to December 31, 2025. A few key achievements have been summarized below:

- In 2025, the City approved three Zoning Ordinance Text Amendments (ZOTAs), two Zone Changes, two General Plan Amendments, two Environmental Impact Reports, one Development Agreement, 15 Conditional Use Permits, two Tentative Parcel Map, one Tentative Tract Map, two Density Bonus Projects, two Precise Developments, seven Minor Conditional Use Permits, and six Plan Reviews. These projects included improvements to existing properties, new industrial and residential developments, and updates to the City's Zoning Code.
- In 2025, the City issued building permits for 25 Accessory Dwelling Units (ADUs). The City has issued permits for 105 residential units so far in the 2021-2029 housing cycle.

- Three grants and one loan were issued to low-income Brea homeowners for the rehabilitation/repair of their homes through the administration of Community Development Block Grant programs.
- On April 15, 2025, the City Council approved the Brea Plaza Residential Project. The Project would provide 120 multi-family residential units, including six deed-restricted low income units.
- On April 15, 2025, the City Council approved the Greenbriar Residential Project. The Project would provide 179 single-family attached homes. Site clearance and demolition are currently underway, and the Project is currently in the building plan check review process.
- On August 19, 2025, the City Council approved the Mercury Senior Apartments Project. The Project would provide 85 multi-family units as part of a 100-percent affordable senior living housing project. The approval included an Affordable Housing Agreement, Loan Agreement, and Density Bonus Agreement. The project is expected to begin the plan check review process in 2026.
- On September 10, 2025, a Density Bonus application was approved for the Jamboree Housing Project, which will provide 38 affordable permanent supportive units to the community. Building permits for the Project were issued in December 2025 and grading activities began in 2026.
- On August 19, 2025, the City Council denied an appeal and upheld the Planning Commission's decision to approve the DJT4 Parcel Delivery Facility (Amazon) Project. This approval included approval of a Vesting Tentative Parcel Map and Plan Review, and certification of the Environmental Impact Report (EIR). The Project is anticipated to begin construction in 2026.
- Progress continued with the South Brea Townhomes Project in 2025. The proposed 32-unit townhome Project progressed through the permit review process and started site preparation activities in 2025, and as of January 2026, all residential permits are ready to issue.
- On March 18, 2025, the City Council approved ZOTA No. 2024-01 for an Omnibus Zoning Code No. 3 Update. The main goals of this code amendment were to provide internal consistency within the Code, modernize it to reflect good planning practices, and ensure alignment with recent state laws. Amendments were made to various chapters within Title 18 (Subdivisions and Floodplain Management) and Title 20 (Zoning Code), including updated SB9 and ADU regulations, clarification of parking standards, and codification of Mills Act Contract guidelines.
- On May 20, 2025, the City Council approved ZOTA No. 2025-01 to codify State Density Bonus Law into the Brea City Code. This code update satisfied state housing law requirements and helped the City to maintain the Prohousing Designation which was granted by the California Department of Housing and Community Development's (HCD) in 2024.
- On December 2, 2025, the City Council approved ZOTA No. 2025-03 for an Omnibus Zoning Code No. 4 Update. The main goals of this code amendment were to provide internal consistency within the Code, modernize it to reflect good planning practices, and ensure alignment with recent state laws. Amendments were made to various chapters within Title 14 (Sustainable Provisions) and Title 20 (Zoning Code), including updates to comply with housing laws for Focused Development Sites and new on-site public noticing requirements.
- On October 21, 2025, the City Council approved the addition of an Economic Development chapter to the Brea City Code. This chapter codifies various economic development efforts and outlines incentive opportunities to attract new businesses.
- Work progressed in 2025 on the "Brea 2050: Where Opportunity Meets Community" Project which includes the preparation of a Focused General Plan Update and Brea Core Specific Plan. On August 25, 2025, the City released a Notice of Preparation for the Project and held a Scoping Meeting on September 4, 2025, to present the Project and the Program Environmental Impact Report process. The public comment period ended on September 24, 2025, and work continued on preparing draft Project materials. The Project is anticipated to be agendized for public hearing by Summer 2026.

FISCAL IMPACT

There is no impact on the General Fund.

Attachments

Attachment A - 2025 General Plan Annual Progress Report Memorandum.pdf

ATTACHMENT A

Memorandum

Community Development Department

To: Mayor Stewart and City Council

From: Kristin Griffith, City Manager

Date: March 3, 2026

Re: General Plan Annual Progress Report for 2025

EXECUTIVE SUMMARY

In 2025, the City continued to implement the goals and policies identified in the General Plan adopted in August 2003. As required by Section 65400 of the California Government Code, the following is the annual report on the status of the General Plan implementation and on the progress in meeting the City's share of the Regional Housing Needs Assessment (RHNA) established through the Southern California Association of Governments (SCAG). The annual report covers the period from January 1, 2025, to December 31, 2025. Once accepted by the City Council, the report will be submitted to the Department of Housing and Community Development (HCD) and the Governor's Office of Land Use and Climate Innovation (LCI). This report is due to HCD by April 1, 2026.

GENERAL PLAN IMPLEMENTATION

Under California law, each city and county must adopt a comprehensive, long-term General Plan with eight mandated elements, which includes land use, circulation, housing, conservation, open space, noise, safety, and environmental justice. The City of Brea's General Plan was adopted in 2003 and is organized into five chapters addressing all eight required elements: Community Development, Housing, Community Resources, Community Services, and Public Safety. Periodic amendments and updates are adopted to ensure the General Plan remains current. The most recent updates include an amendment to the Public Safety Element in 2021 and the final adoption of the 6th Cycle Housing Element in 2022. A Focused General Plan Update is in process as part of the "Brea 2050: Where Opportunity Meets Community" Project and is anticipated to be completed by the next reporting year in 2026.

Exhibit A to this memorandum provides summary tables that provide the implementation status of the City's General Plan during the 2025 calendar year, organized by the five chapters of the General Plan. Appendix A of the General Plan and Table HE-50 of the 6th Cycle Housing Element with Affirmatively Furthering Fair Housing Program Summary, which are Exhibits B and C of this memorandum, respectively, provide the overall direction and specific policies to be carried out to fulfill the City Council adopted goals. These documents should be referenced for specific information regarding Goals and Policies cited in the summary tables found in Exhibit A.

HOUSING ELEMENT IMPLEMENTATION

The Housing Element is a State-mandated chapter of the Brea General Plan that addresses the City's identified housing needs, and the only element in the General Plan that is required to be updated every eight years ("Planning Period"). The Housing Element describes, identifies, and analyzes the City's housing needs and addresses the maintenance and expansion of the housing supply to accommodate the households that currently live or may live in Brea in a Planning Period.

The City's 2021-2029 Housing Element was re-adopted on August 16, 2022, and was certified by the California State Housing and Community Development Department (HCD) on September 8, 2022. The State requires cities to prepare the Housing Element annual report, separate from the General Plan annual report, which must be prepared on forms provided by HCD. The completed Housing Element Annual Progress Report is Exhibit D.

Regional Housing Needs Assessment (RHNA)

The City's RHNA allocation represents the number of housing units that the SCAG estimates will be necessary to accommodate the City's projected population growth for the 2021-2029 Planning Period. The City's RHNA allocation for the 2021-2029 Planning Period is 2,365 units, which is divided into four income categories as indicated in Table 1 below:

Table 1: 2021-2029 RHNA by Income Categories

Income Category	Income Range for a Household of Four**	2021-2029 RHNA
Acutely Low-Income (> 15% of AMI*)	> $20,500	-
Extremely Low-Income (16% to 30% of AMI*)	$20,501 - $50,750	669
Very Low-Income (31% to 50% of AMI*)	$50,751 - $84,600	
Low-Income (51% to 80% of AMI*)	$84,601 – $135,350	393
Moderate-Income (81% to 120% of AMI*)	$135,351 – $163,900	403
Above Moderate-Income (>120% of AMI*)	> $163,900	900
	Total RHNA Allocation	**2,365 units**

*Orange County 2025 Area Median Income (AMI) for a family of four was $136,600
**Updated to reflect 2025 income ranges

In 2025, the City issued building permits for 68 new housing units. Two building permits were issued for duplex projects (four total units), and 25 building permits were issued for Accessory Dwelling Units. The Jamboree Permanent Supportive Housing Project was issued building permits in December 2025 for one manager unit and 38 units deed-restricted for Extremely Low-Income households. Table 2 below provides the RHNA income categories, total RHNA allocation, permits issued, and remaining RHNA allocation.

Table 2: Building Permits Issued					
Income Category	**RHNA Allocation for 2021-2029 Planning Period**	**Permits Issued in Previous Years (2021-2024)**	**Permits Issued in 2025 (current reporting year)**	**Total Permits Issued to Date**	**Remaining RHNA Allocation**
Acutely Low-Income	-	-	0	0	-
Extremely Low-Income	-	-	38	38	631
Very Low- Income	669	0	0	0	
Low-Income	393	0	0	0	393
Moderate-Income	403	3	0	3	400
Above Moderate-Income	900	34	30	64	836
TOTAL	**2,365**	**37**	**68**	**105**	**2,260**

In addition to the housing units that were issued building permits this year, there are other housing projects that are currently in various stages of review in the City as follows:

- Brea Mall Mixed-Use: Approved by City Council in May 2023, this Project includes a 380-unit apartment building. Site preparation activities for the Project commenced in 2025 and building permits for the proposed apartment building were issued in January 2026.
- Brea Plaza Living: This project proposes a new 120-unit apartment building at the northwest corner of the Brea Plaza Shopping Center. The Project entitlement was approved by the City Council in April 2025.
- Greenbriar Residential Development: This project proposes a 179-unit townhome development at the former Mercury Insurance office site, located north of Brea Plaza Shopping Center. The Project entitlement was approved by City Council in April 2025 and began the plan check review process in Summer 2025 and site preparation in Fall 2025.
- Mercury Senior Apartments: This Project proposes an 85-unit 100-percent affordable senior housing development. The City Council approved an Affordable Housing Agreement, a Loan Agreement, and a Density Bonus Agreement for the Project in August 2025. The Project is anticipated to begin the plan check review process in 2026.
- South Brea Townhomes: The proposed 32-unit townhome project progressed through the permit review process, and as of January 2026, all residential permits are ready to issue.

Affordable Housing Funds

The City has two funds that account for revenues received and expenditures made for affordable housing: the Affordable Housing Trust Fund and the Housing Successor Fund. The Housing Successor Annual Report for fiscal year 2024-2025 is included as Exhibit E.

Exhibits

A. Summary Tables of General Plan Implementation Status
B. Appendix A of the General Plan - Implementation Guide
C. Housing Implementation Program Summary & Affirmatively Furthering Fair Housing Program Summary
D. 2025 Housing Element Annual Progress Report
E. Housing Successor Annual Report FY 2024-2025

EXHIBIT A

SUMMARY TABLES OF GENERAL PLAN IMPLEMENTATION STATUS FOR 2025

TABLE 1 General Plan Community Development Chapter		
Element	Goal/Policy	Achievement
Community Development		
Circulation, Infrastructure	CD-1.9 CD-2.3 CD-2.5 CD-3.1 CD-4.4 CD-6.4 CD-10.1 CD-10.4 CD-10.5 CD-11.1 CD-11.2 CD-11.3 CD-11.11 CD-12.5 CD-12.6 CD-13.1 CD-13.2 CD-13.3 CD-14.1 CD-15.3 CD-18 CD-19 CD-26.3 CD-27.1 CD-27.4 CD-27.5 CD-28.1 CD-28.2 CD-28.3	Throughout 2025, the City completed or initiated several Capital Improvement Projects (CIP) to implement a safe and efficient circulation system that offers a variety of mobility choices throughout the Community. Below are highlights from the 2025 calendar year: • While the State Route 57 Freeway & Lambert Road Interchange Project had previously completed the construction phase for bridge reconstruction, 2025 saw the completion of the construction improvements associated with the landscape phase of the Project. Upon completion of the landscape phase construction, the project moved to the landscape maintenance phase that will continue in 2026. In 2025, staff also developed paving improvement plans for pavement restoration on Lambert Road between State College Boulevard and Associated Road. • The City continued to seek out grant opportunities to extend The Tracks at Brea trail to the western City limits and the larger regional trail system. The trail system provides an integrated and safe bicycle and pedestrian network. • The City continued to participate in the Regional Transportation Signal Synchronization Program (TSSP). The TSSP provides grant funds for cities to make traffic signal timing adjustments to improve safety and efficiency on key arterial highways in the County. The City of Brea partnered with several agencies on Regional TSSP Projects throughout the year, that are focused on achieving these goals. The design phase of the Lambert Road Traffic Signal Synchronization Project was completed in 2025 and entered the construction phase, with the City of La Habra serving as the lead agency on the project. The Kraemer Boulevard Regional TSSP Project entered the construction phase with the City of Santa Ana serving as the lead agency on the project. The State College Boulevard Regional TSSP Project was awarded grant funds by OCTA in a project being led by the City of Anaheim as the lead agency on the project.

TABLE 1 General Plan Community Development Chapter		
Element	Goal/Policy	Achievement
Community Development		
		• The City also continued annual traffic compliance and routine maintenance of the street network per the CIP program and the Pavement Management Plan. The City made several traffic calming improvements to the traffic signal system and roadway network in 2025, as recommended by the Traffic Committee and City Council. Additionally, other areas of the City were rehabilitated through the CIP program including portions of the Joyce Drive neighborhood, various locations within South Brea, as well as multiple locations as part of the Citywide slurry seal and concrete programs. • Efforts to improve facilities and infrastructure components were facilitated through the City's CIP program. During 2025, the Public Works Department started several infrastructure projects in the design phase including the Birch Street Paving Improvement Project and the Palm Street Paving Improvement Project in partnership with the City of Fullerton who is serving as the lead agency. Also, 2025 was the beginning of the construction phase of sanitary sewer improvements for the Briarwood Lift Station Replacement Project, as well as the completion of the construction of waterline improvements at the intersection of Birch Street and Kraemer Boulevard and the completion of paving improvements on the corridor of Birch Street between Kraemer Boulevard and Valencia Avenue.
Land Use	CD-1 CD-2.1 CD-2.2 CD-3 CD-3.1 CD-4.2 CD-4.5 CD-4.6 CD-4.8 CD-9.3 CD-9.5 CD-5.1	The Zoning Code is a tool used to implement the goals and policies of the General Plan. Development projects consistent with the General Plan continued to be approved in 2025. The City approved three Zoning Ordinance Text Amendments, two Zone Changes, two General Plan Amendments, two Environmental Impact Reports, one Development Agreement, 15 Conditional Use Permits, two Tentative Parcel Maps, one Tentative Tract Map, two Density Bonus Projects, two Precise Developments, one Zoning Variance, one Certificate of Compatibility, seven Minor Conditional Use Permits, and six Plan Reviews. Preparation of the Brea 2050: Focused General Plan Update and Brea Core Specific Plan is underway. The environmental review process kicked off in Fall 2025 for the project with release of the Notice of Preparation for the Program Environmental Impact Report. Preparation of draft materials is in progress and will continue until completed. The project is expected to be agendized for public hearing by Summer 2026.

TABLE 1 General Plan Community Development Chapter		
Element	Goal/Policy	Achievement
Community Development		
Economic Development	CD-1.3 CD-1.6 CD-1.11 CD-23.1 CD-23.2 CD-23.4 CD-24.1 CD-24.2 CD-24.3 CD-24.4 CD-24.5 CD-25.1 CD 26 CD-26.3	In 2025, the City advanced the Brea 2050: Focused General Plan Update and Brea Core Specific Plan, a multiyear planning effort to update select elements of the General Plan, including the Economic Development Element. The Economic Development Element outlines the City's strategy to support a resilient and diverse local economy that is integrated with land use, housing, and transportation planning. Building on its history as a regional commercial and industrial center, the City seeks to attract quality industries, support existing businesses, expand housing options, and improve the jobs-housing balance to ensure long-term economic vitality. In 2025, the City adopted a new Brea City Code Chapter dedicated to Economic Development. This chapter codifies various Economic Development efforts and outlines incentive opportunities to attract new businesses. In 2025, the Economic Development Division continued to provide resources for business owners seeking to establish or expand their presence within the City, and continued to provide assistance with navigating regulatory requirements and City processes. Staff also continued to support property owners and commercial real estate brokers by identifying potential tenants for vacant properties, thereby facilitating economic activity and promoting business growth. In 2025, the City established Business Connect Hours, a city-operated program designed to directly connect local businesses and property owners with Economic Development staff. The program offers personalized guidance, resources, and one-on-one support for permits, regulatory compliance, and business development, thereby enhancing the ease of starting, operating, and succeeding in Brea. In 2025, the City continued to expand Experience Brea, a comprehensive economic development and marketing campaign aimed at strengthening Brea's identity, supporting local businesses, increasing investment interest, and highlighting the vibrant cultural arts scene and community amenities. As a continuation of these efforts, in 2025, the City launched a new program to promote local restaurants called "Dine Brea". During a full week in November 2025, businesses offered individualized promotions to customers. The City marketed the program and participating businesses in an effort to recognize food establishments in the City to both the local community and greater region.

TABLE 1 General Plan Community Development Chapter		
Element	Goal/Policy	Achievement
Community Development		
Economic Development, Continued		The City has continued to celebrate its local business community by announcing new business openings through print and digital media and by recognizing outstanding businesses each quarter through the Business of the Quarter Recognition Program. The program highlights businesses for achievements in areas such as innovation, stewardship, and longevity. The City has continued to strengthen its partnerships with the Orange County Small Business Development Center (SBDC), the U.S. Small Business Administration (SBA), Orange County Workforce Solutions, the Orange County Business Council, and the Brea Chamber of Commerce. To expand outreach and support for local businesses and workforce development, the City revitalized its in-person Small Business Clinic in collaboration with the SBDC. Due to strong demand, the City continued to offer this clinic and will provide additional training opportunities for the business community in 2026. The City also offered virtual clinics and workshops to further enhance accessibility and participation. The Economic Development Division staff continue to serve as a concierge resource for business owners seeking to establish a presence in the City or requiring assistance navigating regulatory requirements. Staff also support property owners and commercial real estate brokers by identifying potential tenants for vacant properties, thereby facilitating economic activity and business growth. The City actively participates in the Orange County Planning Collaborative, the International Council of Shopping Centers (ICSC), the California Association for Local Economic Development (CALED), and a North Orange County regional working group comprised of Economic Development representatives from neighboring cities. The City continued to annually attend the International Council of Shopping Centers (ICSC) conference to engage with property owners, real estate professionals, and businesses considering locating in Brea. Staff also showcase available sites within the City to promote investment and development.

TABLE 1 General Plan Community Development Chapter		
Element	Goal/Policy	Achievement
Community Development		
Growth Management	CD-27.1 CD-27.2 CD-28.1	The City continued to partner with other agencies in 2025 to accomplish inter-jurisdictional projects that plan for future growth. The City of Brea partnered with OCTA, the County of Orange, and all participating Orange County cities to progress the Countywide Signal Synchronization Baseline Project that included the synchronization of approximately 2,500 traffic signals within Orange County. Additionally, the City of Brea partnered with several agencies on Regional TSSP Projects throughout the year. The design phase of the Lambert Road Traffic Signal Synchronization Project was completed and entered the construction phase with the City of La Habra serving as the lead agency on the project. The Kraemer Boulevard Regional TSSP Project entered the construction phase with the City of Santa Ana serving as the lead agency on the project. The State College Boulevard Regional TSSP Project was awarded grant funds by OCTA in a project being led by the City of Anaheim as the lead agency on the project. Each of these projects served to achieve the goal of signal synchronization across major corridors within Orange County.

TABLE 2 General Plan Community Resources Chapter		
Program	Goal/Policy	Achievement
Community Resources		
Parks and Open Space	CR-1.1 CR-1.2 CR-1.3 CR-1.4 CR-3.6 CR-2.2 CR-3.2	The City's CIP program for 2025 included the Arovista Park Modernization Project. The construction of Arovista Park continued in 2025, with the project scope including the expansion of playgrounds to add accessible play amenities, improvements to The Tracks at Brea trail system, a restroom facility, amphitheater, parking lot improvements, sports courts, and new pickleball courts. Phase one is anticipated to be completed in 2026. Operation of the Olinda Oil Museum and its volunteer docents is ongoing following the State of California transferring oversight of this historic amenity to the City on November 1, 2023. In 2025, the Olinda Oil Museum continued to offer tours and educational opportunities of Brea's oil history to visitors.
Trails	CR-6 CR-6.3 CR-6.4 CR-6.5 CR-6.6 CR-7.1 CR-7.2 CR 7.3	The City continued to seek partnering and funding opportunities in 2025 to extend The Tracks at Brea, a localized portion of the regional Orange County Loop trail network. The Tracks at Brea is a two-way multi-use path running east to west through the Brea Core Plan Area. It is approximately four miles in length and consists of a paved bikeway and separate pedestrian pathway on previous railroad facilities. The Tracks at Brea provides separate facilities for bicyclists and pedestrians to travel through the central part of the City and ends on the west side of Surveyor Avenue. Class II bike lanes are present on both sides of Surveyor Avenue from The Tracks at Brea terminus to Nasa Street. Two private development projects at 3200 Nasa Street and 275 Valencia Avenue will coordinate with the City to extend The Tracks at Brea from the eastern edge at Surveyor Avenue, south to Nasa Street, and east to Valencia Avenue. The bike and walkway path resumes further down Imperial Highway. Negotiations are also underway with Union Pacific for land acquisition by the City for the western extension of the trail.
Wildlife Habitat	CR-8.2 CR-9.2 CR-9.3 CR-9.4	The City continued to assess development proposals for potential impacts to significant natural resources pursuant to the California Environmental Quality Act (CEQA) and associated state and federal regulations, and require appropriate mitigation for all significant impacts if impact avoidance is not possible.

TABLE 2 General Plan Community Resources Chapter		
Program	Goal/Policy	Achievement
Community Resources		
Scenic Resources	CR-10.3 CR-10.4 CR-10.5	The City continued to assess development proposals for potential impacts to significant natural resources pursuant to the CEQA.
Water Conservation, Air Quality	CR-9.3 CR-11 CR-11.4 CR-11.5 CR-11.6 CR-12 CR-12.1 CR-12.2	Approximately 969 catch basins and storm drains and 50 miles of main sewer lines were cleaned to maintain compliance with the National Pollution Discharge Elimination System (NPDES). Where appropriate, the City will seek funding to continue to modernize the system to accommodate growth in the City.
Historic Resources	CR-14 CR-15	Adopted by the California Legislature in 1976, the Mills Act is legislation that provides for property tax relief on an eligible historic property if the property owner agrees to maintain and preserve the property for a minimum of ten years. A total of 20 properties in Brea participate in the Mills Act program. Currently, there are 59 historic resources on the Historic Resource Register. The City continued the Mills Act Annual Compliance program in 2025 and continued to provide the Council with an annual report going forward with updates on Mills Act properties and compliance with their contracts.

TABLE 3 General Plan Community Services Chapter		
Program	Goal/Policy	Achievement
Community Services		
Human Services, Recreational Services, Education Services, Library Services	CS-1 CS-1.2 CS-1.3 CS-1.4 CS-1.5 CS-1.6 CS-1.7 CS-2.3 CS-2.5 CS-3.4 CS-3.5	The Brea Community Center (BCC) offered a variety of programs in 2025. Programs include the After-School Program, Day Camp, Teen Zone, facility rentals, Brea Fitness Center, youth and adult sports, Tiny Tots preschool program, Kid Watch babysitting, and contract classes. In addition to providing a variety of extensive programming meant to meet the needs of the community, the Brea Resource Center had some additional and unique achievements in 2025: • The Brea Resource Center continued their partnership with the HOPE Center which provides County-wide deployment of specialized homeless outreach liaisons to offer support and resources to unhoused individuals throughout Brea. • The Resource Center will begin developing programs utilizing National Opioid Settlement (NOS) Funds centered on prevention of opioid use, treatment and support for opioid users and their families, and implementing strategies to abate the opioid epidemic. The Brea Senior Center continued to offer a variety of programs and services in 2025, including presentations, nutritional programs, transportation services, daily programming, travel excursions, and fitness classes. Following the completion of the Senior Center Feasibility Study in 2023, staff is exploring outreach efforts geared towards prioritizing any facility improvements. The City continued to offer community-favorite events, such as the Nutcracker and Spring Craft Boutiques, the 4th of July Country Fair, Movies Under the Stars, Brea Fest, Veterans Day Ceremony and Annual Tree Lighting Ceremony. These events continue to contribute to Brea's "small town" charm.
Cultural Arts	CS-5.1 CS-5.2 CS-5.3 CS-5.4 CS-5.6 CS-5.10 CS-5.11 CS-5.12 CS-6.1 CS-6.3	Following the completion of the Cultural Arts Master Plan in 2023, the Cultural Arts Commission has continued to prioritize the implementation of Master Plan findings. Brea's Art in Public Places (APP) Collection consists of a total of 190 sculptures throughout the City with future development and additional art pieces anticipated to expand the public art program.

Cultural Arts, Continued		In 2025, the Curtis Theatre hosted a youth theatre program which attracted nearly 500 youth participants. The Theatre also produced five summer concerts which were attended by hundreds of people over six weeks. The Brea Gallery hosted four exhibitions in 2025. In conjunction with these exhibits, the Gallery continued to operate the gift shop to sell products from local artists/makers. The Brea Gallery also continued to host art workshops for the public.

TABLE 4 General Plan Public Safety Chapter		
Program	Goal/Policy	Achievement
Public Safety		
Emergency Services and Safety	PS-1.1 PS-1.2 PS-1.3 PS-1.4 PS-1.5 PS-1.6 PS-1.7 PS-1.8 PS-1.10 PS-1.11 PS-1.12 PS-2.1 PS-2.3 PS-3.1 PS-3.2 PS-3.3	The Police Department and Fire Department continued to meet with staff throughout 2025 to identify impacts on new development and are involved with the plan check process providing input and conditions related to public safety concerns. The Police Department also continued to provide support and expertise to the Traffic Committee. The Brea Police Department is committed to addressing quality of life issues and serving our homeless population through its partnership with the NOCPSC and the HOPE Center. The Department continued to work closely with the HOPE Center in 2025 to offer resources and services to our unhoused population. The HOPE Center recently added the Psychiatric Emergency and Response Team (PERT) that allows for professionals to directly work with those struggling with mental health. In addition, in February 2025, the City Council adopted several new ordinances related to Unlawful Camping and Unlawful Obstruction. Additional Code Amendments were added including the Prohibited Consumption of Alcohol in city-owned structures, Public Nudity and Loitering between the hours of 2 am and 6 am. The Police Department remains committed to providing ongoing professional development opportunities for its personnel. In March 2025, supervisory staff completed a POST-certified Team Building Workshop. The training focused on leadership development, goal setting, and strengthening collaboration among supervisory personnel. The Department continued to promote holistic wellness initiatives focused on nutrition, physical fitness, and mental health. In 2024, in partnership with other City departments, the Police Department completed a full renovation of the employee fitness facility, funded entirely through a Wellness Grant. The remodel included the installation of new fitness equipment to support employee health and readiness. In addition, the Department hosted an Emotional Survival class that employees attended. The Department continues to partner with Mental Health Services providers. The Police Department continued to participate in public events around the City including the Citizen's Academy, Coffee with a Cop, neighborhood watch meetings, and continued presence at other City-sponsored events. These initiatives reinforce positive community partnerships and strengthen public trust.

TABLE 4 General Plan Public Safety Chapter		
Program	Goal/Policy	Achievement
Public Safety		
Emergency Services and Safety, Continued		Efforts to complete the Police Department's Integrated Crime Center continued in 2025. The Integrated Crime Center became operational in May 2025 with the launch of the Drone as a First Responder (DFR) program. So far, the DFR has had a total of 780 flights, resulting in the apprehension of 111 people. In addition to the DFR program, the Department invested in 32 fixed Automated License Plate Readers (ALPRs), all of which have already been deployed throughout the city. Fiber optic infrastructure installation began in 2025 and continues into 2026. These upgrades will support the deployment of 204 cameras, with an additional 150 cameras throughout city facilities. These cameras will integrate directly into the Integrated Crime Center to further strengthen real-time monitoring and investigative capabilities. In 2025, the Fire Department continued providing emergency fire and medical services throughout the City and implemented its in-house ambulance transport program, allowing the City to assume direct responsibility for ambulance operations and emergency medical transport. Fire Department staff continued to participate in the development review and plan check process to address fire protection, emergency access, and life-safety concerns associated with new development. The Fire Department also remained active in community outreach and preparedness efforts, including Fire Services Day, station tours, open houses, CERT training, and participation in City and community events, as well as joint public safety events with the Police Department.
Hazards Management	PS-4.1 PS-4.4	In 2025, the Fire Department continued to support hazards management objectives through regulatory oversight, inspections, and coordination with Orange County Environmental Health. The Department ensured hazardous materials used by local businesses were properly managed and stored, and provided education and guidance related to hazardous materials and emergency preparedness. The Fire Department also conducted fire prevention inspections and enforcement activities in accordance with state and local requirements, including compliance with state-mandated inspection programs, to reduce risk to life and property and support overall community safety.

TABLE 4 General Plan Public Safety Chapter		
Program	Goal/Policy	Achievement
Public Safety		
Wildland Fires	PS-6.2 PS-6.3 PS-6.4	In 2025, the Fire Department continued to focus on wildland fire preparedness, mitigation, and regional response. Fire personnel participated in strike team and single-resource deployments in support of statewide and regional wildfire response efforts. The Department continued proactive wildfire mitigation activities, including vegetation management and brush clearance inspections within designated High and Very High Fire Hazard Severity Zones. Public education efforts were expanded through wildfire preparedness workshops, Fire Safe Council participation, and community outreach events. The Fire Department adopted the 2025 California Fire Code and the 2025 California Wildland-Urban Interface Code with enhanced local amendments, including updated brush clearance standards, and adopted updated Fire Hazard Severity Zone maps to align local wildfire planning and enforcement with current state guidance.
Geologic and Seismic Considerations	PS-8.3 PS-8.4 PS-8.6	The City continues to promote earthquake preparedness in the community with periodic earthquake awareness programs (such as “The Great Shake Out”). The City continues to require surveys of soil and geologic conditions by state licensed Engineering Geologists and Civil Engineers where appropriate to minimize damage from earthquakes and other geologic activity.
Noise	PS-9.1 PS-9.2 PS-9.4 PS-11.3	Through the review of development proposals, the City continues to ensure that new developments are not exposed to excessive noise levels. The City continues to enforce noise regulations to protect the community from excessive noise levels from stationary sources.

TABLE 5 General Plan Housing Element Chapter		
Program	Goal/Policy	Achievement
Housing		
Single-family Rehabilitation Program	HE-1.2 HE-1.3	In 2025, three grants and one loan were issued to low-income Brea homeowners for the rehabilitation/repair of their homes through the administration of Community Development Block Grant programs. The City also continued to make efforts to conduct outreach in Low and Moderate Resource Census Tracts.
Multi-Family Acquisition and Rehabilitation	HE-2.0	The City continued to make efforts to identify apartments in need of rehabilitation (especially for long-term affordable rental housing), with the goal of reaching out to non-profit housing providers at least twice during the planning period. The City also continued to seek opportunities for rehabilitation projects with the goal of achieving at least two projects during the planning period.
Preservation of Assisted Housing	HE-1.5	The City continued to make efforts to contact owners of at-risk projects to initiate preservation discussions within 3 years of expiration. The City also continued to seek to preserve existing affordable rental stock at-risk of conversion to market rents
Section 8 Rental Assistance Program	HE-4.0	The City continued to partner with the County of Orange to share information about the Section 8 Rental Assistance wait list re-opening.
Affordable Housing Ordinance	HE-2.2 HE-3.1 HE-3.4	On August 15, 2023, Brea City Council adopted Ordinance No. 1242, an Ordinance of the City of Brea updating the Affordable Housing Ordinance. The City continued to implement its updated affordable housing ordinance which includes a lower unit count trigger and sliding scale of affordability, providing affordable units to Extremely Low, Very Low, Low, and Moderate-Income households.
Density Bonus Incentives	HE-6.0	The City continued to implement its updated affordable housing ordinance which includes State Density Bonus provisions. On May 20, 2025, Brea City Council adopted Ordinance No. 1259, an Ordinance amending the Zoning Code to codify State Density Bonus Law.
Affordable Housing Development Assistance and Implementation Guide	HE-7.0	The City has an Affordable Housing Implementation Guide available on the City website for the development community to serve as a directory for developers interested in creating affordable housing. The benefits of housing incentives are outlined, as well as the City's development flow chart.

TABLE 5 General Plan Housing Element Chapter		
Program	Goal/Policy	Achievement
Housing		
Land Use Element and Sites Inventory	HE-8.0	On August 15, 2023, Brea City Council adopted Ordinance No. 1242, an Ordinance of the City of Brea amending the Zoning Code for by-right development on rezone sites addressing a lower income RHNA shortfall and reuse sites from the 5th Cycle (Focused Development Sites 1, 2, & 3) that include a minimum of 20 percent lower income units. On December 2, 2025, Brea City Council adopted Ordinance No. 1269, an Ordinance of the City of Brea amending the Zoning Code to codify the aforementioned requirements to apply to all Focused Development Sites. The City continues to maintain a current inventory of residential/mixed-use sites (Housing Opportunity Sites). The City provides information about Housing Opportunity Sites available for affordable housing development as a GIS layer on the City's online GIS map which is available for developers and community members to view.
Lot Consolidation Incentive Program	HE-8.0a	The City conducted outreach in 2025 regarding amendments to the existing Lot Consolidation Incentive Program to codify incentives for Housing Element sites. A survey was sent out in late 2024 to property owners of Housing Opportunity Sites to elicit feedback and identify incentives that property owners could utilize to facilitate lot consolidation of properties into larger development sites for future residential development. The survey responses were evaluated and used to update the Lot Consolidation Incentive Program in 2025, adding new incentives to increase the maximum allowed lot coverage, increase the maximum allowed height, and defer impact and permit fees.
Replacement Housing Program	HE-8.0b	The City continued to implement the updated affordable housing ordinance (Ordinance No. 1242) which includes guidance specifying that any residential project that results in the displacement of existing affordable units shall be required to replace each displaced affordable unit at the same or greater level of affordability of the existing unit, in addition to providing the number of affordable units required by the Affordable Housing Ordinance.
Brea Core Plan	HE-9.0	The City initiated the process of developing the Brea Core Specific Plan in early 2024. This work effort is underway alongside the focused General Plan Update. This work program is expected to be completed by summer 2026.

TABLE 5 General Plan Housing Element Chapter		
Program	Goal/Policy	Achievement
Housing		
Accessory Dwelling Units	HE-1.1 HE-2.4 HE-3.5	The City continued to promote the development of Accessory Dwelling Units (ADU) as a form of multi-generational and affordable housing. In 2025, 25 building permits were issued for ADUs in the City.
Publicly-Owned Land for Affordable Housing	HE-11.0	In June 2024, the City of Brea and Jamboree Housing Corporation executed a Disposition, Development, and Loan Agreement for a permanent supportive affordable housing project at 323 North Brea Boulevard. This project will serve 38 Extremely Low-Income households. In December 2025, the City of Brea and Jamboree executed a ground lease granting Jamboree site control over 323 North Brea Boulevard for future construction activities.
Annexation of Sphere of Influence	HE-12.0	On August 16, 2022, Brea City Council adopted Ordinance No. 1229, an Ordinance approving Zone Change No. 2022-01 for the Brea 265 Specific Plan identified in the City's 6th Cycle Housing Element. The annexation of the subject property was recorded November 10, 2022.
Objective Development Standards and Administrative Approval Process	HE-13.0	On February 1, 2022, Brea City Council adopted Ordinance No. 1223, an Ordinance approving Zoning Ordinance Text Amendment No. 2021-02, to amend Title 20, Chapter 20.260 of Brea City Code regulating the PD (Precise Development) Zone within the City of Brea to facilitate housing by replacing the Precise Development Review with an Administrative Plan Review process for permitted by-right code compliant housing development. This ZOTA was funded by the SB 2 PGP, with the purpose of facilitating housing development and streamlining the review process for by-right, code compliant, housing development.
Updated Parking Standards	HE-14.0	On November 2, 2021, Brea City Council adopted Ordinance No. 1222, an Ordinance approving Zoning Ordinance Text Amendment No. 2021-01, to amend Title 20, Chapter 20.08 of Brea City Code regulation exceptions and modifications to the minimum off-street parking requirements for multi-family residential development within the City of Brea. This ZOTA was funded by the SB 2 PGP, with the purpose of updating parking standards to meet the contemporary needs of multi-family development and remove the public hearing review requirements for multi-family residential projects seeking an off-street parking modification.

TABLE 5 General Plan Housing Element Chapter		
Program	Goal/Policy	Achievement
Housing		
Zoning Text Amendments for Special Needs Housing	HE-15.0	On August 15, 2023, Brea City Council adopted Ordinance Nos. 1241 and 1242, approving Zone Change Nos. 2023-01 and 2023-02 to create a permitted land use table allowing small state licensed RCF as permitted by right in MU zones, small employee housing as permitted by right in R zones, and specific incentives for projects with ELI units. Zone Change No. 2023-01 also revised standards for emergency shelters to align with State law.
CEQA Exemptions for Infill Projects	HE-4.0 HE-4.4	The City continued to utilize appropriate CEQA exemptions for qualified urban infill and other qualifying residential projects.
Fair Housing Program	HE-2.6 HE-5.1 HE-5.5	The City continued to further Fair Housing Practices in the community by providing fair housing outreach and educational information to the public through the public counter, one-on-one appointments and on the website.
Housing Accessibility	HE-3.1 HE-5.0 HE-5.4	The City continued to expand accessible housing options to persons living with disabilities by including conditions of approval for Universal Design in all new developments.
Senior Housing Opportunities	HE-2.5 HE-5.3 HE-5.4	The City supports a range of housing options to address the diverse needs of Brea's growing senior population. The City continued to conduct outreach with the senior population to ensure their voices are heard. On August 19, 2025, the City Council approved the Mercury Senior Apartments Project. The Project will provide 85 multi-family units as part of a 100-percent affordable senior living housing project. The approval included an Affordable Housing Agreement, Loan Agreement, and Density Bonus Agreement. The project is expected to begin the plan check review process in 2026.
Housing Opportunities for Persons Living with Developmental Disabilities	HE-20.0	The City continued to support a range of housing options for persons with developmental disabilities by working in cooperation with the OCRC to publicize information on available resources for housing and services.

TABLE 5 General Plan Housing Element Chapter		
Program	Goal/Policy	Achievement
Housing		
Veteran and Homeless Assistance	HE-21.0	The City continued to support housing and supportive services for veterans and persons experiencing homelessness by promoting housing and supportive services for veterans by partnering with housing and service agencies through the Brea Resources Center, supporting North County Navigation Centers in providing shelter and services to the homeless; and providing street outreach through the HOPE Center.
Prioritization of Sustainable Housing Projects	HE-22.0	The City continued to prioritize projects competing for funds and grants that are within a quarter to half mile radius of transit stops, have a large number of amenities within a half mile radius, and/or have a higher walk score.
Green Building	HE-6.1 HE-6.3 HE-6.4	The City continued to provide outreach and education to developers, architects and residents on the CALGREEN code and ways to incorporate sustainability in project design. The updated code includes changes that will positively affect the energy code requirements and improve the design for residential energy consumption.
Energy Conservation	HE-24.0	The City continued to evaluate and implement activities to support clean energy and energy efficiency solutions in Brea's Housing.
Healthy Communities	HE-1.1 HE-1.4 HE-5.5 HE-6.4 HE-6.5 HE-6.6	The City completed the Active Transportation Plan in 2020 to further augment Phase One of the Brea Core Plan, promoting healthy living and physical activity and is making progress to move towards Phase Two. Phase Two will include land use planning efforts with full community engagement (Brea Core Specific Plan). The focused General Plan Update is currently underway and is expected to be completed by summer 2026.

EXHIBIT B

Appendix A

IMPLEMENTATION GUIDE

THE CITY OF
BREA

GENERAL PLAN

Appendix A
IMPLEMENTATION GUIDE



The General Plan Implementation Guide provides a guide to implement adopted General Plan policies and plans for City elected officials, staff and the public. The purpose of the Implementation Guide is to ensure the overall direction provided in the General Plan for City growth and development is translated from general terms to specific actions.

Each implementation measure is a program, procedure, or technique that requires additional City action. This action may either occur on a City-wide basis, or in individual subareas. Some of the implementation measures are processes or procedures the City currently administers on a day-to-day basis (such as development project review), while others identify new programs or projects that will become day-to-day planning activities in Brea. The City Council, by relating the Implementation Guide to the General Plan, recognizes the importance of long-range planning considerations and budgeting to such day-to-day activities. Implementation of the specific programs will be subject to funding constraints.

The Implementation Guide is organized into five subsections that correspond to the General Plan Chapters. Each of the subsections is comprised of programs that directly relate to the policies and plans of the corresponding General Plan element.

Use of the General Plan Implementation Guide

The Implementation Guide is intended for use as the basis for preparing the Annual Report to the City Council on the status of the City's progress in implementing the General Plan, as described in Section 65400 of the California Government Code. Because many of the individual actions and programs described in the Implementation Guide act as mitigation for significant environmental impacts resulting from planned development identified in the General Plan, the annual report can also provide a means of monitoring the application of the mitigation measures as

required by AB 3180. This Implementation Guide should be updated annually with the budget process and whenever the City's General Plan is amended or updated to ensure continued consistency and usefulness.

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
SECTION I: LAND USE									
Citywide									
CD-1.1 CD-1.2 CD-1.4 CD-1.5 CD-1.9 CD-1.11 CD-4.4 CD-6.6	Revise the zoning ordinance and map to reflect the adopted Land Use Policy Map, and implement the updated ordinance and map over time. Use redevelopment set-aside funds and other funding mechanisms to assist with the development of work force housing.	Development Services Economic Development	General fund Redevelopment	By the end of 2004; Ongoing					
CD-1.3 CD-1.6	Structure zoning ordinance use regulations to allow a broad range of commercial and industrial businesses. Create partnerships with the Chamber of Commerce and other local organizations to attract new businesses to the community.	Economic Development	General fund	Ongoing					
CD-1.7 CD-1.8	As part of a development impact fee program, collect funds for the acquisition and improvement of trails shown on Figure CR-2 of the Community Resources Chapter. Require developers to provide the open space linkages and trails shown on Figure CR-2 of the Community Resources Chapter.	Development Services	Impact fees	Establish program by end of 2005; Ongoing					
CD-1.10	Revise zoning regulations for residential zones to ensure maximum preservation of open space resources. Cooperate with conservation agencies in their efforts to acquire open space. Cooperation may include partnering City funds with private sources for strategic open space acquisitions.	Development Services	General fund Mitigation payments	Revise ordinance by end of 2004 Ongoing					
CD-1.13	Conduct a study to determine whether existing residential zoning regulations adequately address the suitability of additions to existing residential units, the bulk of residential development, particularly as it pertains to established neighborhoods. If the study points toward a need to revise standards, revise standards accordingly.	Development Services	General fund	By the end of 2004					
CD-1.12	Continue the use of the City's housing rehabilitation loan program and NEIGHBORHOOD ENHANCEMENT PROGRAM.	Economic Development	Redevelopment Funds; Community Development Block Grants (CDBG) funds	Ongoing					
CD-1.14	Authorize funds annually and identify necessary staff resources to allow continued implementation of the Neighborhood Preservation Ordinance.	Development Services	General Fund Redevelopment Funds	Annually					
Focus Areas: Northwest Neighborhoods									
CD-2.1	Develop and adopt design guidelines for residential development.	Development Services	General fund	By the end of 2005					
CD-2.2	For all new residential development proposals, require that street and/or pedestrian connections are provided between existing development that abuts the new development and that new development.	Development Services	Application fees	Ongoing					
CD-2.3 CD-4.3	Study the recommendations of the *Street Design and Traffic Calming Recommendations for Neighborhoods 4 and 6 in the City of Brea, CA* study, and prioritize recommended improvements. Identify where such traffic calming devices could be effective in reducing speeds on other residential streets.	Development Services Economic Development	General fund; CIP funds Redevelopment funds	Complete analysis by 2006; implement improvements as funds available					
CD-2.4	Continue to implement City ordinances regulating street trees and landscaping.	Development Services Maintenance	General fund	Ongoing					

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CD-2.5	Utilize grant and loan programs to assist small businesses with façade enhancements.	Economic Development	Redevelopment funds; Community Development Block Grants (CDBG) funds	Ongoing					
CD-3.1 CD-3.2 CD-3.6	Enhance and emphasize Puente and Berry Streets as primary pedestrian routes to Central Avenue by enhanced landscaping and improved pedestrian safety. Investigate the feasibility of establishing daily, regularly scheduled transit service throughout the Northwest neighborhood and other areas of the City with concentrations of older residents and others that rely heavily on public transit.	Development Services Development Services, OCTA	Capital Improvement Program (CIP) funds OCTA Federal grants	Ongoing; Investigate by end of 2005, implement as needed					
CD-3.2	Investigate the feasibility of establishing daily, regularly scheduled transit service throughout the Northwest neighborhood. With redevelop of commercial sites within the area, consider establishing a senior center as part of any mixed-use development.	Development Services, OCTA Economic Development Department	OCTA Federal grants Redevelopment funds	Investigate by end of 2005, implement as needed; As development is proposed					
CD-3.4	Work with Chamber of Commerce to help encourage local retail businesses to market and serve residents in the Northwest area.	Economic Development, Chamber of Commerce	General Fund	Ongoing					
CD-3.5 CD-4.2	Extend the Downtown directional signage program to Central Avenue. Establish streetscape/landscape design plans for Central Avenue and Puente and Berry Streets consistent with the Public Realm Urban Design Palette in the Community Development Chapter.	Development Services	Redevelopment funds Capital Improvement Program (CIP) funds	By 2004; By 2006					
Focus Areas: Downtown Brea									
CD-4.1	Use the City's Business and Attraction Program to help diversify the mix of Downtown businesses by attracting new businesses and expanding existing businesses.	Economic Development	General fund	Ongoing	CD-21.1 CD-21.3 CD-21.6 CD-22.1 CD-22.2 CD-22.4 CD-22.5 CD-23.1				
CD-4.4	Revise zoning regulations to be consistent with the Land Use Plan of the General Plan, which plans for mixed-use development along the Brea Boulevard and Birch Street corridors.	Development Services	General fund	By the end of 2004					
CD-4.5 CD-4.6	Ensure Birch Street Streetscape Improvements include signage and landscape links between Downtown and Civic Center/Brea Mall area, as well as public plaza areas.	Development Services	Capital Improvement Program (CIP) funds	By 2004					
CD-4.7	Work with Cultural Arts Commission and Recreation Services to promote Brea's heritage through artwork, signs, preservation, recreation programs, events, and historical structures throughout the City and in City park lands. Use Federal, state, non-profit, and private programs and resources to promote Brea's historic resources.	Cultural Arts Commission, Recreation Services	General fund	Ongoing	CD-5.6		CR-14.7 CR-14.8 CR-14.9 CR-15.3 CR-15.5 CR-15.6	CS-5.1 CS-5.2 CS-5.4 CS-5.6	
CD-4.8	Conduct a study to determine whether a trolley system that serves Downtown Brea and surrounding areas is feasible.								

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
Focus Areas: Historic Brea									
CD-5.1 CD-5.2	Establish streetscape/landscape design plans for South Brea Boulevard and Historic Brea that complement the existing historic environment and resources. Ensure plans are consistent with the Public Realm Urban Design Palette in the Community Development Chapter.	Economic Development	Capital Improvement Program (CIP) funds	By 2006					
CD-5.3	Revise the zoning ordinance and map to reflect the adopted Land Use Policy Map, and implement the updated ordinance and map over time. Continue to implement the Neighborhood Enhancement Plan allowing for various rehabilitation programs.	Community Services, Economic Development							
CD-5.4 CD-5.6 CD-6.1 CD-6.5	Update and amend the Brea Towne Plaza Specific Plan to include updated standards on design guidelines for commercial development for South Brea Boulevard that respect and complement the historic character of surrounding neighborhoods.								
CD-6.2	Encourage ownership housing types such as condominiums and townhouses within in the Mixed Use III area in South Brea Boulevard.								
CD-5.5 CD-5.7	Investigate the potential of creating historic districts, conservation districts, and/or preservation overlay zones within the City. Amend the Historic Preservation Ordinance in developing criteria for district designation and include appropriate regulations to safeguard historic resources within the delineated district.	Development Services	General fund,	Investigate by end of 2005			CR-14.2		
Focus Areas: Carbon Canyon and Olinda Village									
CD-7.1 CD-7.3 CD-7.4 CD-8.2 CD-8.3 CD-8.7	Update and continue to implement the Brea Hillside Management Ordinance. Implement the Hillside Development Policy within the Land Use Section of the General Plan.	Development Services, Fire and Police Services	Development fee, Environmental impact mitigation	By the end of 2004; Ongoing					
CD-7.2	Require development proposals, particularly in sphere of influence and hillside areas to preserve, restore, and enhance existing wildlife corridors, habitat, and roadway crossings.	Development Services	Development fee, Environmental impact mitigation	Ongoing			CR-10.3 CR-10.5		
CD-7.5	Work with the Economic Development to assist in attracting local-serving businesses in Olinda Village and ensure the businesses are consistent with the Neighborhood Commercial designation of the Land Use Policy Map.	Development Services, Economic Development	General fund	Ongoing	CD-21.1 CD-21.3 CD-21.6 CD-22.1 CD-22.2 CD-22.4 CD-22.5 CD-23.1				
CD-7.7 CD-8.1	Investigate creative methods or programs aimed at acquiring and/or purchasing open space lands such as: ▪ Conservation easements; ▪ Purchase of development rights; ▪ Transfer of development rights; ▪ Mitigation and Land banking; ▪ Development rights agreement; and ▪ Open space preservation fund;	Development Services,	Development fees, Bonds, Special assessment districts, Grants, Open space conservation funds,	By the end of 2004	CD-1.7 CD-1.9 CD-1.10 CD-6.2 CD-7.1 CD-7.5 CD-8.6		CR-4.1 CR-5.1 CR-8.1 CR-8.3 CR-9.1 CR-9.2 CR-9.3 CR-9.5 CR-10.6		
CD-7.8	Investigate alternatives to the Carbon Canyon Specific Plan for regulating land use within this area. Determine whether the Plan is feasible to implement with respect to biological, infrastructure, circulation, and topographical constraints.	Development Services,	General fund	By the end of 2003					
Hillsides and Unincorporated Brea									
CD-8.4	Work with Integrated Waste Management Department of Orange County (IRWD) to ensure the proposed end use of the landfill is a county regional park.								

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CD-8.5	Collaborate with Federal, state, regional, local, non-profit, environmental and conservation organizations, and private entities to conserve, protect, and enhance open spaces and natural resources throughout Brea's Planning Area.	Development Services	General fund	Ongoing	CD-1.7		CR-4.3 CR-5.3		
CD-8.6	Review development proposals to ensure projects are integrated into City's circulation system.	Development Services	Development fees	Ongoing					
CD-8.8	Work closely with the County of Orange to emphasize the City's need to participate in development review process of projects within Brea's sphere of influence and surrounding unincorporated	Development Services	General fund	Ongoing					
Southeast Brea									
CD-9.1 CD-9.4	Work with the Economic Development to assist in attracting new commercial businesses in Southeast Brea that complement rather than compete with businesses along Imperial Highway and Downtown. Also assist in attracting an established quality, educational institution in this area such as a community college or a unique small-scale school such as an art college.	Development Services, Economic Development	General fund	Ongoing					
CD-9.2	Require development proposals to include improvements for an urban and walkway trail system including, but not limited to access points, landscaping, proper lighting, intersection improvement, decorated accent paving materials, and other pedestrian improvements. Ensure easy linkages to important activity areas such as schools, commercial areas, cultural and social centers and other high pedestrian activity areas.	Development Services, Recreation Services	Development fees	Ongoing	CD-2.2 CD-2.3 CD-2.4 CD-2.5 CD-6.2		CR-7.1 CR-7.2 CR-7.5		PS-2.2 PS-2.3 PS-3.1 PS-3.2 PS-3.3
CD-9.3 CD-9.6	Assess the existing park and recreation system according to the standards established in the Parks and Open Space Section. Require dedication of park facilities, a fee in lieu thereof, or a combination of both, as a condition of new development pursuant to the Quimby Act. Also encourage the development of parks and recreational facilities by the private sector, but available for use by the public. Annually review park facility dedication and development fee requirements to ensure they reflect changing needs of the community, population growth, and current land and construction costs.	Recreation Services, Development Services	Development fees, General fund, Park dedication	Annually	CD-1.7 CD-1.8		CR-6.2 CR-6.3 CR-6.4 CR-6.6 CR-6.7	CS-2.1 CS-2.2 CS-2.3 CS-2.4	PS-2.3 PS-3.1 PS-3.2 PS-3.3
CD-9.5	See Housing Element								
CD-9.7	Have the Community Services Department to explore different cultural art options for the reuse of the Unocal center theatre.	Community Services	General fund	By the end of 2005 or after development of the Unocal Research Center					
SECTION II: CIRCULATION									
Regional Transportation Facilities									
CD-10.1 CD-10.2 CD-10.3 CD-10.4	Coordinate planned development in the planning area with needed improvements to the regional circulation system by: 1) Supporting improvement of all regional highways and freeways in the area with Caltrans; 2) Cooperate with surrounding jurisdictions to ensure efficient operation of the arterial network; and 3) Coordinating with Orange County Transit Authority (OCTA) regarding the planned regional network improvements and transit services.	Community Development, OCTA, Caltrans	General fund	Ongoing	CD-26.1				

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CD-10.4 CD-10.6	Create a special study area for Carbon Canyon Road to analyze local and regional impacts and alternatives to improve congestion on this roadway.	Community Development	General fund	Complete 2005					
Local Circulation System									
CD-10.5	Work closely with OCTA to amend the Master Plan of Arterial Highways as follows: ▪ **Reclassify Puente Avenue and Whittier Boulevard as a Collector Arterial.** This modification accurately represents the function of this roadway. ▪ **Reclassify Brea Canyon Boulevard (north of Lambert Road) as a Collector.** The Collector classification best reflects the function Brea Canyon Boulevard serves during most travel hours. Only during the evening commute does the roadway experience heavy use, typically as an alternative to the crowded SR-57 freeway. The City will preserve right-of-way adequate for a Minor Arterial, but the Collector designation indicates the anticipated roadway function. ▪ **Reclassify South Brea Boulevard (south of Imperial Highway) as Primary Arterial.** This modification preserves right-of-way consistent with a Major Arterial standard but indicates the City's intention to maintain no more than two travel lanes in each direction. The land use plan provides for South Brea Boulevard to be a mixed-use, pedestrian-friendly district. The wide right-of-way will provide space for on-street parking, pedestrian enhancements, ample landscaping, and street-oriented development. ▪ **Eliminate Tonner/Valencia Avenue (north of Lambert Road) as Proposed Primary Arterial.** Land use policy north of Lambert Road does not support the MPAH alignment, nor does planned densities require a roadway of this size.	Community Development , OCTA	General fund	Complete MPAH by 2004					
CD-11.1 CD-11.2 CD-11.4 CD-11.7 CD-6.3	Implement the circulation system in the planning area in concert with land development to ensure adequate levels of service and monitor the operation of major streets. Future roadways must meet roadway classification specifications and performance criteria. As traffic approaches the Level of Service standards established in the Circulation Section, roadway capacity will be improved by adding through and turn lanes and other transportation measures according to the Arterial Highway Plan.	Community Development	General fund, Measure M revenue, Development fees, Other State and Federal sources, Gas tax revenue	Ongoing					
CD-11.1 CD-13.1	Establish a capital improvement program to address phasing and construction of traffic improvements and capital facilities throughout the planning area. Utilize the Capital Improvement Program (CIP) process to finance and complete the roadway and bikeway improvements specified in the Circulation Section. Update the Capital Improvement Program annually to respond to changes in local priorities and available funding sources.	Community Development	Capital Improvement Program (CIP) funds, Gas tax revenues, Federal Transportation funds	Ongoing					
CD-11.5 CD-11.9 CD-6.4	Revise and/or adopt street design standards, focused on pedestrian and bicycle safety, landscaping, traffic calming, and neighborhood character. If requested by the OCTA, consider requiring (and require developers to provide) bus loading areas or turnouts for buses.	Community Development, OCTA	General fund	Ongoing					

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CD-11.6	To reduce expenditures, improve design, and minimize traffic disruption, coordinate local street improvements with major transportation system improvement projects, such as widening the State Route 57 on and off ramps at Lambert Road.	Community Development, Caltrans	Capital Improvement Program (CIP) funds, Development fees, Gas tax revenue	Ongoing	CD-12.1				
CD-11.10	Coordinate with the school districts and other entities to develop "Suggested Route to School Plans" for all public and private schools in the City and for schools serving students living in Brea. Plans shall identify all pedestrians and bicycle facilities, and traffic control devices for residents to determine the most appropriate travel route. The plans shall also identify existing easements for sidewalks.	Community Development, Brea Olinda School District, La Habra City School District	General fund, Grants	Ongoing					
CD-11.10	Increase priority of pedestrian safety projects (i.e., pedestrian street crossings, sidewalks, or pathways) as part of the Capital Improvement Program. Review the need to install sidewalks or paths and crosswalks on all City streets within one-half mile of all public schools within the City.	Community Development	Capital Improvement Program (CIP) funds	Ongoing					PS-3.1 PS-3.2 PS-3.3
Public Transportation System									
CD-12.1 CD-12.2 CD-12.3 CD-12.4	Work with OCTA to improve transit service and encourage ridership through the following actions: ▪ Encourage provision of transit facilities in major new development and major rehabilitation projects; ▪ Support OCTA demand-responsive (ACCESS) service and other paratransit operations ; ▪ Work with OCTA to provide information to the public on available alterantive transportation choices and routes; and ▪ Incorporate design features into public improvement projects that promote and support the use of public transportation.	Community Development, OCTA	General fund, Development fees	Ongoing			CR-6.3 CR-7.1 CR-7.5		
CD-12.3	Encourage local businesses to provide employees with transit passes or other financial incentives to use transit to commute to and from the workplace.	Community Development	General fund, Private investment	Ongoing					
CD-12.5	Identify bicycle and pedestrian projects in the CIP and through development fees that help to complete or enhance connections to bus stops.	Community Development	General fund, Development fees	Ongoing			CR-6.3 CR-7.1 CR-7.5		
CD-12.6	Work with OCTA and/or require development projects to provide transit stop enhancements including benches, shelters, schedule information, and real-time bus location data. Stop locations should be located near building entrances to encourage bus ridership.	Community Development, OCTA	General fund, Development fees	Ongoing					
Bicycles and Pedestrians									
CD-13.1 CD-13.3 CD-13.4	Implement the Circulation Plan to ensure Development of bicycles facilities and amenities as follows: 1) Upgrade existing bikeways and develop new bicycle facilities in accordance with the standards and locations in the Circulation Section; 2) Require the provision of secure bicycle parking (e.g., racks, lockers) as part of all future development projects for non-single family residential development; 3) Encourage non-residential development projects to include amenities such as showers and lockers for employees to further bicycling as an alternative to automobile travel; and 4) Prohibit motorized vehicular traffic on trails, pathways, parks, and dedicated open space areas except for maintenance and emergency purposes.	Community Development	Capital Improvement Program (CIP) funds, Development fees	Ongoing			CR-6.4 CR-7.5		

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CD-13.2	Require development proposals to include improvements for an urban and walkway trail system including, but not limited to access points, landscaping, proper lighting, intersection improvement, decorated accent paving materials, and other pedestrian improvements. Ensure easy linkages to important activity areas such as schools, commercial areas, cultural and social centers and other high pedestrian activity areas.	Development Services, Recreation Services	Development fees	Ongoing	CD-2.2 CD-2.3 CD-2.4 CD-2.5 CD-6.2				PS-2.2 PS-2.3 PS-3.1 PS-3.2 PS-3.3
CD-13.1	Develop a community awareness program to encourage local use of bicycles paths, lanes, and routes including posting maps on the City's website. Include bicycle and pedestrian safety and enforcement when developing community awareness programs.	Community Development	General fund	Ongoing			CR-6.4 CR-7.5		PS-3.1 PS-3.2 PS-3.3
CD-13.4	Make bikeway improvements a funding priority by: 1) Continuing to consider financing bikeway design and construction as part of the City's annual construction and improvement fund; 2) Incorporating bikeway improvements as part of the Capital Improvement Program; and 3) Aggressively pursue regional funding and other Federal and State sources for new bikeways.	Development Services	Capital Improvement Program (CIP) funds, Federal and State funding sources	Ongoing			CR-6.4 CR-7.5		
SECTION III: INFRASTRUCTURE									
CD-14.1 CD-14.2 CD-14.4	Review development proposals for consistency water, power and solid waste disposal infrastructure requirements.	Development Services, Maintenance Services	General Fund, development fees	Ongoing					
CD-14.2	Implement the City's Water Master Plan recommendations for replacement, maintenance, and improvement of water services.	Maintenance Services	General Fund, development fees, state and federal funds	Ongoing					
CD-14.2	Implement the City's Sewer Master Plan recommendations for replacement, maintenance, and improvement of sewer services.	Maintenance Services	General Fund, development fees, state and federal funds	Ongoing					
CD-14.1	Review development proposals for consistency water, power and solid waste disposal infrastructure requirements.	Development Services	General Fund, development fees	Ongoing					
CD-14.3	Continue to balance infrastructure fees with the cost of providing infrastructure services to new development.	Maintenance Services	General Fund, development fees	Ongoing					
CD-15.1 CD-15.2	Continue to participate in the Orange County Storm Water Management Plan.	Maintenance Services	General Fund	Ongoing	CD-26.1				
CD-15.1 CD-15.2	Provide information on storm water hazards, correct disposal techniques, and recycling options within the Brea Line on a quarterly basis.	Maintenance Services	General Fund	End of 2005	CD-26.1				
CD-15.3	Consider implementing parking restrictions for all streets in Brea on days in which street sweeping occurs.	Maintenance Services	General Fund	End of 2005					
CD-16.1	Provide funding or development incentives to encourage the installation of on-line services or learning opportunities.	Development Services, Maintenance Services	General Fund	End of 2006					
CD-16.2	Examine the feasibility of developing an on-line network or City-intranet for development of on-line building permits, registration, or payment of bills	Development Services, Maintenance Services	General Fund	By end of 2006					

SECTION IV: ECONOMIC DEVELOPMENT									
Tax Base Revenue Growth									
CD-23.1 CD-23.3 CD-23.6 CD-24.1 CD-24.2 CD-24.4 CD-24.5 CD-25.1	Continue to implement and update, as needed, the Business Retention and Attraction Program, which includes a regional marketing plan, the Brea Business Beat Program, coordination of the Economic Development Committee, the North Orange County Partnership (NOCP), and participation in the Orange County Consortium, and the Orange County Business Council activities. Continue to coordinate with the North Orange Partnership (NOCP), Chamber of Commerce, and the Orange County Business Council to address the needs of existing and future businesses in the community. The City will work with these agencies to obtain input from the business community as to the best means for assisting local businesses and maintaining a healthy business environment. Continue to work with the Brea Chamber of Commerce in providing services and programs that meet the needs of Brea's business community.	Economic Development North Orange County Partnership Brea Chamber of Commerce			CD-4.1 CD-6.5				
CD-23.2	Revise the zoning ordinance and map to reflect the adopted Land Use Policy Map, and implement the update ordinance and map over time.	Development Services	General Fund	By the end of 2004					
CD-23.5 CD-26.1	Continue to implement the Redevelopment Agency's 5-year Implementation Plan, Agency adopted goals, and Project Area Plans.	Economic Development Department	General Fund	Ongoing	CD-6.5				
CD-23.7	Create a program (updated regularly) that identifies and advertises childcare services in the City of Brea to residents, employers, and employees in Brea.	Community Services	General fund	Complete by 2004, Ongoing					
Diversity									
CD-24.3	Work with Family Resource Center to offer educational and training opportunities for Breans.	Community Services	General fund	Ongoing					
Expansion of Downtown									
CD-25.2	Review development proposals to ensure proper site design consistent with the Zoning Ordinance Development Standards. Reconfigure parcels, consistent with the Subdivision Map Act, to ensure greater street visibility and adequate automobile and pedestrian access.	Development Services	General fund	Ongoing					
Revitalization of Aging Business Centers									
CD-26.2	Continue to provide low-interest loans to Brea businesses through the commercial Rehabilitation Loan Program that matches loans to businesses of exterior remodeling, common space upgrading, parking improvements, landscape and hardscape upgrades, and signage improvements.								
SECTION V: GROWTH MANAGEMENT									
CD-28.1	Participate in inter-jurisdictional planning forums such as the County of Orange, the Orange County Transportation Authority (OCTA) and other local jurisdictions or other appointed bodies to implement Measure M and the development of future revisions.	Development Services	General fund, Measure M	Ongoing	CD-9.1 CD-9.2 CD-9.3 CD-9.4				
CD-28.1	Participate in the inter-jurisdictional planning forums to discuss traffic improvements, cooperative land use planning and appropriate mitigation measures for development projects with multi-jurisdictional impacts.	Development Services	General fund, Measure M	Ongoing					
CD-27.5 CD-28.3	Work with inter-jurisdictional planning forums to improve the sub regional balance of jobs and housing	Development Services	General fund, Measure M	Ongoing					
CD-26.3 CD-28.2	Cooperate with state, county, and local governments in planning and implementing the City's Circulation Element, and coordinating efforts to ensure orderly development.	Development Services	General fund, Measure M	Ongoing			CR-13.1		
CD-27.1	Coordinate population, housing, employment, and land use projections with the state Department of Finance, Southern California Association of Governments (SCAG), the County of Orange Development Monitoring Program, and local school and water districts.	Development Services	General fund, Measure M	Ongoing					
G-28.1	Continue to cooperate with the County of Orange in annually updating the Congestion Management Plan (CMP). Participating in the annual CMP update will ensure that the City receives its share of state gasoline sales tax revenue for transportation improvements.	Development Services	General fund, Measure M	Ongoing					
G-27.4 G-27.5	Provide incentives for infill development through development and parking standards in the City's zoning code.	Development Services	General fund	By 2003					

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
SECTION VI: PARKS AND OPEN SPACE SECTION									
Parks									
CR-1.1 CR-1.2 CR-1.4 CR-1.5 CR-1.6 CR-1.7 CR-3.3 CR-3.6	Assess the existing park and recreation system according to the standards established in the Parks and Open Space Section. Require dedication of park facilities, a fee in lieu thereof, or a combination of both, as a condition of new development pursuant to the Quimby Act. Also encourage the development of parks and recreational facilities by the private sector, but available for use by the public. Annually review park facility dedication and development fee requirements to ensure they reflect changing needs of the community, population growth, and current land and construction costs. Properly maintain and operate the grounds and facilities of existing parks to minimize vandalism and crime, affirm safe and pleasant environments, and maximize public use and enjoyment.	Community Services, Development Services	Development fees, General fund, Park dedication funds	Annually	CD-1.7 CD-1.8 CD-8.3 CD-8.6		CR-6.2 CR-6.3 CR-6.4 CR-6.6 CR-6.7	CS-2.1 CS-2.2 CS-2.3 CS-2.4	PS-2.3 PS-3.1 PS-3.2 PS-3.3
CR-1.3	Create new park standards of park development as follows: **Type of Park** / **Size and Service Area** Smaller green spaces in urban areas (mini, tot lots, and/or pocket parks) — 0.5 to 5 acres, with a ¼ mile service area radius in residential setting Neighborhood Park — 5-10 acres, with a ¼- to ½-mile service area radius Community or Sports Park — 20-50+ acres, with a ½- to three- mile service area radius Regional Park — 50 acres or larger	Community Services, Development Services	Development fees, General fund, Park dedication funds	Establish new standards by end of 2004;	CD-8.3				
CR-2.1 CR-2.2 CR-3.7	Review development proposals for potential impacts to existing public parks and open space from non-recreational uses. Ensure that new uses or facilities, including new recreation facilities, do not displace existing casual use facilities and parks.	Development Services, Community Services	Development fees	Ongoing	CD-5.4				
CR-3.1	Create a scheduling program that maximizes use of available recreational programs and facilities.	Community Services	General fund	Establish program by end of 2004;				CS-2.2 CS-2.3 CS-2.4	
CR-3.2	Continue to engage in joint use agreements with the Brea-Olinda School District to further expand recreational facilities.	Community Services, Development Services, Brea-Olinda School District	General fund	Ongoing				CS-3.1 CS-3.2 CS-3.3 CS-6.2	
CR-3.4	Research "Rails to Trails" program and related resources for potential funding sources. Create strategy and proposal to convert abandoned segments of the Union Pacific railroad right-of-way to an additional recreational use, trail, and/or greenway.	Development Services, Community Services	General fund	Complete analysis by 2006			CR-6.4 CR-7.3		
CR-3.5	Collaborate with Federal, state, regional, and local agencies regarding the integration with existing and potential trail systems, recreational facilities, and recreation programs.	Development Services	Development fees, General fund	Ongoing			CR-4.3 CR-5.3 CR-6.1 CR-6.2 CR-6.3		
Open Space									
CR-4.1 CR-5.1	Investigate creative methods or programs aimed at acquiring and/or purchasing open space lands such as: ▪ Conservation easements; ▪ Purchase of development rights; ▪ Transfer of development rights; ▪ Mitigation and Land banking; ▪ Development rights agreement; and ▪ Open space preservation fund;	Development Services	Development fees, Bonds, Special assessment districts, Grants, Open space conservation funds,	By the end of 2004;	CD-1.7 CD-1.9 CD-1.10 CD-6.2 CD-6.7 CD-7.1 CD-7.5 CD-8.6		CR-8.1 CR-8.3 CR-9.1 CR-9.2 CR-9.3 CR-9.5 CR-10.6		

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CR-4.2 CR-5.2	Assess development proposals for potential impacts to important geologic and scenic landform features pursuant to the CEQA. Require appropriate mitigation measures, including environmentally sensitive site planning and grading, revegetation and open space dedication, for significant impacts. Consider important topographical features, watershed areas, ridgelines, soils, and potential erosion problems in the assessments. Ensure the new development is compatible to adjacent open space lands.	Development Services	Development fees, Grading permit fees,	Ongoing			CR-9.6 CR-10.3 CR-10.5 CR-10.5 CR-11.5 CR-11.6		PS-8.3 PS-8.4
CR-4.3 CR-5.3	Collaborate with Federal, state, regional, local, non-profit, environmental and conservation organizations, and private entities to conserve, protect, and enhance open spaces and natural resources throughout Brea's Planning Area.	Development Services	General fund	Ongoing	CD-1.7 CD-7.5				
SECTION VII: TRAILS									
CR-6.1 CR-6.2 CR-6.3 CR-6.6 CR-6.7 CR-7.4	Develop the multi-use trail system illustrated in Trail Section (Figure CR-2) with the following standards: ▪ Provide multi-purpose trails, where possible, to serve hikers, bicyclers, and horseback riders. ▪ Link trails with adjacent City, County, and State (Chino Hills State Park) trail systems. ▪ Maintain trail areas in good condition, and free of litter and debris ▪ Design trails with coordination with landowners and conservation biologist to develop trails that will be flexible and site-specific to minimize the impact on adjacent property and fragile habitats. ▪ Provide a trail system with both short and long hikes/rides and serve the needs of both beginning and advanced hikers/riders. ▪ Utilize citizen volunteers to assist in the development, maintenance and operation of trails and facilities. ▪ Keep citizens aware of the trail system through publication of a trails map which also notes safety and courtesy tips. ▪ Separate trails from automobile traffic when possible in order to provide safe conditions for riders and walkers. ▪ Provide appropriate signs to mark all trails. ▪ Design trails entrances to prevent unwanted trail usage by motorized vehicles. ▪ Locate trails to provide linkages between open space and the City greenway system. Adopt and implement a capital improvement program for trail acquisition and improvements to the trail system.	Development Services, Community Services	Development fees, General fund, CIP funds	Ongoing Adopt program by end of 2006	CD-1.7 CD-1.8 CD-1.9 CD-4.2 CD-7.6 CD-8.2				PS-2.2 PS-2.3 PS-3.1 PS-3.3
CR-6.4 CR-7.3	Research and acquire Federal, state, local, and non-profit resources to fund and develop trails throughout Brea. Research "Rails to Trails" program and related resources to convert abandoned Union Pacific railroad right-of-way to a community trail as described in the Trails Section of the General Plan.	Development Services, Community Services	General fund	Ongoing			CR-3.4		
CR-6.5	Coordinate with other State and local agencies in creating an integrated regional trail system that connects to important recreational activity areas within Northern Orange County.	Development Services, Community Services	General fund	Ongoing					
CR-7.1 CR-7.2 CR-7.5	Require development proposals to include improvements for an urban and walkway trail system including, but not limited to access points, landscaping, proper lighting, intersection improvement, decorated accent paving materials, and other pedestrian improvements. Ensure easy linkages to important activity areas such as schools, commercial areas, cultural and social centers and other high pedestrian activity areas.	Development Services, Community Services	Development fees	Ongoing	CD-2.2 CD-2.3 CD-2.4 CD-2.5 CD-6.2		CR-7.1 CR-7.2 CR-7.5		PS-2.2 PS-2.3 PS-3.1 PS-3.2 PS-3.3

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
SECTION VIII: WILDLIFE HABITAT									
CR-8.1	Require development proposals, particularly in sphere of influence and hillside areas to preserve, restore, and enhance existing wildlife corridors, habitat, and roadway crossings. Require development proposals to include the assessment of potential migratory birds and raptor nests (in compliance with the Migratory Bird Treaty Act and the California Fish and Game Code.) Mitigation for the presence of active nests may be conducted in the following ways: ▪ Prior to the commencement of tree removal during the nesting season (February – July), all suitable habitats should be thoroughly surveyed for the presence of nesting birds by a qualified biologist. If any active nests are detected, the area shall be flagged and avoided until the nesting cycle is complete; or ▪ Tree removal and grading may be delayed until after the breeding season (August-January) to ensure that no active nests will be disturbed.	Development Services, United States Fish and Wildlife Service (USFWS), California Department of Fish and Game (CDFG)	Development fee, Environmental impact mitigation	Ongoing	CD-6.2		CR-10.3 CR-10.5		
CR-8.2 CR-9.2 CR-9.3 CR-9.4	Assess development proposals for potential impacts to significant natural resources pursuant to the California Environmental Quality Act (CEQA) and associated state and federal regulations. Require appropriate mitigation for all significant impacts if impact avoidance is not possible. Mitigation measures for habitat and species may include, but are not limited to, avoidance, enhancement, restoration, or a combination of any of the three. Address the following subjects in impact assessment as applicable to individual development proposals: ▪ Natural communities; ▪ Riparian and wetland habitat (including potential jurisdictional areas); ▪ Coastal sage scrub habitat; ▪ Coast live oak habitat; ▪ Rare and endangered plant and animal species; ▪ Habitat fragmentation (including disruption of wildlife corridors); and ▪ Creeks , blue line streams, and associated tributaries;	Development Services	Development fee, Environmental mpact mitigation	Ongoing	CD-6.3		CR-10.3 CR-10.5		
CR-8.3	Require development proposals to consult with regulatory agencies, including the United States Fish and Wildlife Service (USFWS), California Department of Fish and Game (CDFG), United States Army Corp of Engineers (USACE), about natural resources if the following occurs on the project site: ▪ Potential take or substantial loss of occupied habitat for any threatened or endangered species; or ▪ Existing drainage features (jurisdictional area) are located within the project site.	Development Services, United States Fish and Wildlife Service (USFWS), California Department of Fish and Game (CDFG)	Development fees	Ongoing					
CR-8.4	Work with resource agencies, universities, and other groups that help monitor wildlife and determine effectiveness of wildlife corridors.	Development Services	General fund, Development fees	Ongoing					
CR-9.1	Consult with Wildlife Corridor Conservation Authority (WCCA) to provide the proper planning, conservation, environmental protection, and maintenance of habitat and wildlife corridors.	Development Services, Wildlife Corridor Conservation Authority (WCCA)	General fund	Ongoing	CD-6.3				

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CR-9.5 CR-9.6	Investigate and create programs to manage wildlife habitat and natural resources using sound ecological principles and professionally accepted methods to protect and restore sensitive animal populations and their habitats and therefore preventing major disruptions or destruction.	Development Services, Non-profit resource groups	General fund	Establish program by end of 2006; Implement as needed					
SECTION IX: SCENIC RESOURCES									
CR-10.1 CR-10.2	Investigate creating program with standards and regulations for scenic routes and highways within the Brea Planning Area. Create program thereafter if deemed feasible.	Development Services	General fund	Investigate program by end of 2005					
CR-10.3 CR-10.5	Assess development proposals for potential impacts to significant natural resources pursuant to the California Environmental Quality Act (CEQA) and associated state and federal regulations. Require appropriate mitigation for all significant impacts if impact avoidance is not possible. Mitigation measures for habitat and species may include, but are not limited to, avoidance, enhancement, restoration, or a combination of any of the three. Address the following subjects in impact assessment as applicable to individual development proposals: ▪ Natural communities; ▪ Riparian and wetland habitat (including potential jurisdictional areas); ▪ Coastal sage scrub habitat; ▪ Coast live oak habitat; ▪ Rare and endangered plant and animal species; ▪ Habitat fragmentation; ▪ Creeks, blue line streams, and associated tributaries; ▪ Significant tree stands.	Development Services	Development fees	Ongoing					
CR-10.4	Assess development proposals, including those in Brea's Sphere of Influence, for potential impacts to important visual resources identified in the Scenic Resources Section pursuant to the California Environmental Quality Act. Require appropriate mitigation measures for all significant impacts. Consider important ridgelines, creeks, open space, views of the surrounding hillsides, and light and glare affects.	Development Services	Development fees	Ongoing			CR-4.1 CR-5.1		
CR-10.6	Work with Federal, state, regional, and other appropriate public agencies, private entities, and landowners to conserve, protect and enhance natural resources throughout Brea's Planning Area.	Development Services	General fund	Ongoing					
SECTION X: WATER CONSERVATION AND QUALITY									
CR-11.1 CR-11.4 CR-11.5	Encourage water conservation throughout Brea in the following ways: ▪ Encourage the Maintenance Services Department to expand the production of recycled water and work with the districts to develop new uses for recycled water; ▪ Require new projects to install and maintain a dual system when reclaimed water is available; ▪ Require the use of drought resistant plant species (native species where possible) in landscaping for private and public areas, including parks; ▪ Work with the Maintenance Services Department on the development of new water sources to serve the Planning Area; ▪ Work with the Brea-Olinda School District to establish water conservation programs; ▪ Require the incorporation of water conservation devices (including low-flush toilets, flow restriction devices and water conserving appliances) in new residential and non-residential development, public projects and rehabilitation projects; and ▪ Continue to implement where applicable, the regulations and requirements in the Water-Conserving Landscape Ordinance.	Development Services, Maintenance Services	General fund	Ongoing	CD-9.1 CD-9.2 CD-9.3 CD-9.4				

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CR-11.2	Where practical, incorporate Federal, state, and other agency policies and standards for water efficiency (e.g.: reclaimed and recycled water for landscape irrigation) into City codes, regulations , and procedures	Maintenance Services	General fund	Ongoing					
CR-11.3	Regularly review the water rate structure to ensure that it encourages efficiency and is competitive.	Maintenance Services	General fund	Ongoing	CD-9.1 CD-9.2 CD-9.3				
CR-11.4 CR-11.6 CR-12.1 CR-12.2	To reduce pollutants in urban runoff, require new development projects and substantial rehabilitation projects to incorporate Best Management Practices pursuant to the National Pollutant System Discharge Elimination System Permit (NPDES), Santa Ana Regional Quality Water Control Board, and the County of Orange Drainage Area Master Plan to ensure that the City complies with applicable State and federal regulations. Adopt and enforce regulations in educational efforts to eliminate pollution from urban runoff.	Development Services, Maintenance Services, Santa Ana Regional Quality Water Control Board, County of Orange,	Development fees, Drainage fees, General fund, state and Federal funding fources	Ongoing					
SECTION XI: AIR QUALITY									
CR-13.1	Continue to implement the Transportation Demand Management (TDM) ordinance that implements the provisions of the 1997 Air Quality Management Plan. The ordinance will specify various TDM methods to reduce trips and influence travel modes such as: ▪ Trip reduction programs for City staff; ▪ Van pool programs for private employers; ▪ Employee incentives for public transit use; ▪ Preferential parking for carpools; ▪ Trip reduction programs for major commercial centers; and ▪ Alternative transportation modes for major events. Implement the programs described in the Circulation and Land Use Sections related to transportation system management (TSM) to avoid traffic congestion and reduce related emissions levels and urban runoff pollutants resulting from excess vehicle travel miles.	Development Services	General fund	By the end of 2006	CD-11.1 CD-11.2 CD-11.3 CD-11.4 CD-11.5 CD-11.6 CD-12.1 CD-12.2 CD-12.4				
CR-13.2	Promote retrofit programs by the City to reduce energy usage and consequently reduce emissions from energy consumption. Provide informational literature about available retrofit programs at City offices. Inform property owners of retrofit programs when plans for remodeling and rehabilitation projects are submitted.	Development Services, Southern California Gas Company, Southern California Edison Company	General Fund, development fees, Southern California Gas Company, Southern California Edison Company	Ongoing					
CR-13.3 CR-13.4 CR-13.5	Review development proposals for potential air and water quality impacts pursuant to the California Environmental Quality Act (CEQA), Orange County Air Pollution Control District, and the South Coast Air Quality Management District CEQA Air Quality Handbook. Construction impacts can be reduced by enforcing SCAQMD Rule 403. Reduce long-term impacts using available land use and transportation planning techniques such as: ▪ Incorporation of public transit stops; ▪ Pedestrian and bicycle linkage to commercial centers, employment centers, schools and parks; ▪ Preferential parking for carpools; ▪ Traffic flow improvements; and ▪ Employer trip reduction programs.	Development Services	General fund	Ongoing	CD-11.1 CD-11.2 CD-11.3 CD-11.4 CD-12.1 CD-12.3 CD-12.4		CR-7.5 CR-13.4 CR-13.5		

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CR-13.6 CR-13.7 CR-13.8	Work with the South Coast Air Quality Management District (SCAQMD) and the Southern California Association of Governments (SCAG) to implement the Air Quality Management Plan (AQMP) and meet federal and state air quality standards for all pollutants. To ensure that new measures can be practically enforced in the region, participate in future amendments and updates of the AQMP. To reduce dust and particulate matter levels, implement SCAQMD's fugitive dust control measures such as: ▪ Restricting outdoor storage of fine particulate matter; ▪ Controlling construction activities and emissions from unpaved areas; and ▪ Paving areas used for vehicle maneuvering. Cooperate with the Integrated Waste Management Department's (IWMD) Regulatory Compliance group and South Coast Air Quality Management District (SCAQMD) to enforce air quality regulations at the Olinda Alpha Landfill.	Development Services, IWMD, and SCAQMD	General fund	Ongoing			CR-13.7 CR-13.8		
SECTION XII: HISTORIC RESOURCES									
CR-14.1 CR-14.3	Assess development proposals for potential impacts to significant historic and cultural resources pursuant to 15064.5 of the California Environmental Quality Act.	Development Services	Development fees	Ongoing	CD-5.4				
CR-14.2	Investigate the potential of creating historic districts, conservation districts, and/or preservation overlay zones within the City. Amend the Historic Preservation Ordinance in developing criteria for district designation and include appropriate regulations to safeguard historic resources within the delineated district.	Development Services	General fund,	Investigate by end of 2005;	CD-5.7				
CR-14.4 CR-14.5	Research all types of possible funding sources and financial assistance (such as California Mills Act) to help promote, preserve, and restore historical resources in Brea. Such funding sources can include, tax incentives, Federal and state funds, grants, awards, loans, and other financial sources.	Development Services	General fund, Tax credits, grants, state and Federal funding sources	Ongoing	CD-4.7				
CR-14.6	List historic resources and structures to various Federal, state, and local historic registers, including Brea's Historic Resources Register, to prevent and discourage demolition. Update the City's Historic Resources Register to further increase level of awareness of Brea's historical resources. Continue to add resources that meet City's Historic Preservation Ordinance.								
CR-14.7 CR-14.8 CR-14.9 CR-15.3 CR-15.5 CR-15.6	Work with Community Services and Recreation Services Department to promote Brea's heritage through artwork, signs, preservation, recreation programs, events, and historical structures throughout the City and in City park lands. Use Federal, state, non-profit, and private programs and resources to promote Brea's historic resources.	Development Services, Community Services	General fund	Ongoing	CD-4.7 CD-5.6			CS-5.1 CS-5.2 CS-5.4 CS-5.6	
CR-15.1	Identify and implement programs to assist and encourage private property owners to preserve historic, cultural, and archaeological resources within the City.	Development Services	General fund	Ongoing					
CR-15.2	Continue to work with the City's Historical Committee and Brea Historical Society to accomplish the goal of increasing awareness of Brea's historic resources and the importance of their preservation. Work with Historical Society in preserving and recognizing City's historical materials and resources. Continue to distinguish resident's hard work for renovating and restoring historic structures with the Brea Historic Preservation Award honored by both the Brea Historical Society and City Council.	Development Services	General fund	Ongoing					
CR-15.4	Continue to work with the Brea Olinda Unified School District to provide access to the City's information and structures that reflect the community's history.	Development Services, Community Services	General fund	Ongoing				CS-3.1 CS-3.5	

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
SECTION XIII: HUMAN SERVICES									
CS-1.1	Continue to use the Community Center as a resource for family classes.	Community Services Department	General Fund	On-going					
	Continue to use volunteer coordinators and committees to coordinate family classes and activities.	Community Services Department	General Fund	On-going					
	Conduct an annual survey to assess the supply and demand of childcare in Brea (by a volunteer).	Community Services Department	Not applicable	Annually					
	Maintain and make available pertinent information on child care providers through referral information.	Community Services Department	General Fund	On-going					
	Encourage full integration of individuals with disabilities in all phases of community life.	Community Services Department, Development Services	General Fund	On-going					
	Advocate, enhance and maintain the delivery of meals to the homes of low income, frail seniors, through the City, County and Feedback.	Senior Citizen Advisory	General Fund	On-going					
	Maintain (in partnership) an adult day program in Brea	Community Services Department	General Fund	On-going					
	Refine and expand the existing provider inventory for disabled residents services	Community Services Department	General Fund	On-going					
	Formalize a commitment to support the Brea Family Resource Center through adopting of the Human Services Master Plan.	Community Services Department	General Fund	2003					
	Maintain support for community volunteer coordinator program	Community Services Department	Not applicable	On-going					
	Continue to offer family friendly arts experiences highlighting value and fun.	Community Services Department	General Fund	On-going				CS-5.3	
CS-1.1 CS-1.2	Maintain a Human Services Coalition to facilitate the establishment of community based agencies and organizations that provide human services.	Community Services Department	Not applicable	On-going					
	Work with the School District to collaborate on after school and summertime programs.	Community Services Department , Brea-Olinda School District,	General Fund	On-going					
	Continue to expand business involvement to support youth and families.	Community Services Department	General Fund	Develop annually					
	Evaluate parent education programs and resources for effectiveness	Community Services Department	General Fund	On-going					
	Update and evaluate community awareness campaign regarding well-being of youth, families, and available resources.	Community Services Department	General Fund	By 2004					

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CS-1.1 CS-1.4	Continue to establish various partnerships with law enforcement. Identify needed teen prevention programs for particular teen age groups.	Brea Police Department, Community Services Department	Not applicable	On-going					
	Continue to market the volunteer program for the older population to tap into their skills and life experiences.	Community Services Department	General Fund	On-going					
	Encourage the development of long term care facilities in Brea that will serve the needs of low-income seniors.	Development Services	General Fund	2005					
	Provide programs and activities that focus on socialization, recreation, health, wellness and education needs at the Community Center. Continue vigorous effort to attract the active senior.	Community Services Department	General Fund	On-going					
	Annually provide documented information on services and programs available in the community for older population.	Community Services Department	General Fund	Annually					
	Continue to support and expand public transportation for seniors.	Community Services Department, Development Services Department	General Fund	On-going					
	Expand the supply of quality licensed home childcare providers as need is determined through survey data. Explore the feasibility of including child care impact mitigation in development agreements. Continue to be available for cooperative daycare programs with Brea Olinda School District.	Brea, Olinda School District, Development Services	General Fund	Conduct survey by end of 2005					
	Continue to provide free meeting space for senior citizens' groups at the Brea Senior Center	Community Services Department	General Fund	On-going					
	Support and sustain the activities of the Brea Senior Center including transportation and the lunch program	Community Services Department	General Fund	On-going					
	Encourage quality services targeted to Brea residents with disabilities, such as Brea Express	Community Services Department	General Fund	On-going					
	Expand and support youth volunteer programs to encourage community involvement.	Community Services Department	General Fund	On-going					
	Support and enhance the Case Management Program, the Homemaker Program, and Respite Service program delivered from the Brea Senior Center for "frail elderly"	Senior Citizen Advisory	General Fund	On-going					
CS-1.1 CS-1.2 CS-1.4	Develop and expand hotline for teens with updated programs and services.	Community Services Department	General Fund	Implement hotline and other programs by late 2006					
	Investigate the feasibility of Youth Council and annually evaluate the level of participation of Student Advisory Board (7th & 8th graders).	Community Services Department, Brea-Olinda School District	General Fund	Begin investigation by 2005					
	Evaluate effectiveness of youth employment program for teens.	Community Services Department	General Fund	Annually					
CS-1.1 CS-1.2 CS-1.4	Encourage the development of local recreational alternatives for older teens (17-19)	Community Services Department	General Fund	On-going					

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Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CS-1.1 CS-1.3 CP-1.4	Continue to strive to establish sports programs to meet the developmental skills/ differences of youth.	Community Services Department	General Fund	On-going					
CS-1.1 CS-1.6	Annually evaluate After School Program at the Community Center. Involve participants and their parents in determining future programs and activities.	Community Services Department	General Fund	Annual					
	Host a regular "convening" of service group stakeholders every two years. Inform service providers of the volunteer coordinator's role.	Community Services Department, Development Services Department	General Fund	Every 2 years					
	Create a formal community education system and conduct personal outreach to senior citizens.	Community Services Department	General Fund	End of 2006					
	Increase collaboration between schools, the community center and parents through exchanging activity calendars, and having a contact person at each school, community center, the City and the police department.	Community Services Department, Brea Police Department	General Fund	On-going					
CS-1.2 CS-1.3	Encourage bilingual families/parents to volunteer at the community center	Community Services Department	Not applicable	On-going					
CS-1.2 CS-1.4	Offer a shuttle bus from the community center to the junior high school.	Community Services Department	General Fund	2004					
CS-1.3	Offer free/low cost child care at the site of ESL classes.	Community Services Department	General Fund	2003					
	Encourage the continuation and development of after school and evening programs for children and youth. Maximize participation by increasing the number of locations where the programs are provided and supporting transportation options to these locations.	Development Services Department	General Fund, Redevelopment, Impact fees	On-going					
	Develop a focused implementation plan that will examine the needs of youth, senior, and cultural integration programs in Brea. The Plan will examine existing needs, resources, and service gaps.	Community Services Department	General Fund	2004					
CS-1.4	Create developer incentives (such as increased floor area ratio or reduced parking requirements) for employers or developers who include child and/or senior care facilities in the design of new housing and commercial buildings.	Development Services Department	Impact fees	2004					
	Provide an internet link and description of community clubs on the City's website.	Development Services Department	General Fund	2003					
CS-1.4 CS-1.5	Establish/designate a series of days which focus on specific charitable events/programs that service clubs could jointly support to the level of capability.	Community Services Department	Not applicable	2004					
CS-1.4 CS-1.5 CS-1.6 CS-1.7	Look into volunteers at the senior center, cultural organizations and high school students to translate at schools and school events such as during Parent Teacher nights.	Community Services Department, Brea Olinda Unified School District	Not applicable	On-going					
CS-1.5	Establish "volunteer time" as a community service credit for city employees working for community organizations or at events.	Community Services Department	Not applicable	2003					
	The City shall work with faith based organizations in the community to expand children-oriented services to the youth of Brea.	Community Services Department	Not applicable	On-going					

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CS-1.5 CS-1.6	Develop a coordination director or liaison between the city and community groups. This position would coordinate the assistance of service clubs to assist/perform charitable programs such as "taste of Brea", "Fourth of July" and other similar events. This would also help in informing clubs when any city assets/equipment is available/planned for redistribution.	Brea Community Services Department	General Fund	2003					
CS-1.6	Establish tangible incentives and recognition programs to high school volunteers for community service.	Brea Olinda Unified School District	Not applicable	2003					
SECTION XIV: RECREATIONAL SERVICES									
CS-2.1	The City shall strive to meet the growing recreational needs of residents through the acquisition of new programs and recreational facilities. Support community and senior services agencies with developing recreational outreach programs.	Community Services Department	General Fund	On-going Development implementation program by 2005.					
CS-2.2	Work with the Brea Olinda School District to develop after school recreational opportunities for teens and youth.	Community Services Department, Brea Olinda School District	General Fund,	On-going					
CS-2.3	Partner with private agencies and employment centers to develop recreational programs such as work-related sports leagues and fitness days.	Community Services Department	General Fund	2003					
CS-2.4	Continue to engage in joint use agreements with the Brea-Olinda School District to further expand recreational facilities.	Community Services Department , Brea Olinda School District	General Fund	On-going			CR-3.2 CR-1.5		
CS-2.5	Continue to support the role of the Parks, Recreation, and Human Services Commission.	Community Services Department	General Fund	On-going					
SECTION XV: EDUCATION SERVICES									
CS-3.1	Work with the Brea Olinda Unified School District to determine ways that schools can be made more available to the community for weekend and evening use. Increase collaboration between schools, the community center and parents through exchanging activity calendars, and having a contact person at each school, community center, the City and the police department Cooperate with existing public and non-profit service agencies to develop a service program that will coordinate the efforts of providing education to children and youth in Brea.	Brea Olinda Unified School District, Development Services Department	General Fund	On-going					
CS-3.2	Provide regular status reports to the Brea Olinda Unified School District on potential and approved development projects. Review development proposals and amendments for consistency with school facility requirements.	Brea Olinda Unified School District, Development Services Department	General Fund	Implement by 2005.					PS ES-1.3
CS-3.1 CS-3.2	Explore creating a part-time school and city liaison position.	Brea Olinda Unified School District, Development Services Department	General Fund	Investigate feasibility by end of 2005.					
CS-3.3	Work with the Brea Olinda school district to assess development impact fees and other potential funding sources for the development of new school facilities.	Brea Olinda Unified School District, Planning Department	General fund	On-going		ES-1.3			
CS-3.2 CS-3.3	Require an assessment of school impacts prior to the approval of development projects that require legislative acts, including general plan amendments and zoning changes.	Brea Olinda Unified School District, Development Services Department	General Fund	Investigate feasibility by end of 2005.					

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CS-3.4 CS-3.5	Offer a shuttle bus from the community center to the junior high school.	Brea Olinda Unified School District, Development Services	General Fund	Investigate feasibility by end of 2004.					
CS-3.6	Encourage the establishment of a post-secondary educational institution such as an art school, satellite university campus, or vocation school. Provide funding and regulatory incentives to facilitate development.	Economic Development, Development Services	Impact fees and outside funding sources	Commence investigation by 2005.					
SECTION XVI: LIBRARY SERVICES									
CS-4.1	Encourage adequate library services not only for general users of the facility, but also those involved with children's programming and English as a second language users.	Orange County Library	General Fund	On-going					
CS-4.1 CS-4.3	Establish an advisory network composed of representatives of local public facility and service provider, City officials, the Brea Olinda School District and the Orange County Public Library. This network would not be a standing board of the City, but rather, a group that periodically meets and advises the Orange County Library in order to ensure that the community's needs for library services are being met. Explore possible joint marketing Library programs with City and Schools.	Orange County Library, City of Brea, Brea Olinda Unified School District	General Fund	2004 Investigate feasibility by 2004.					
CS-4.3	Identify and continually monitor library service needs in the community through surveys and outreach. Provide advanced communication opportunities for the public at City libraries. Explore need for citizens support group for the Library. Continue effort to expand existing Library programs through the use of teen and adult volunteers.	Orange County Library, Community Services Department	General Fund	2003 Ongoing Investigate program by 2005. On-going					
CS-4.4	Cooperate with the Orange County Public Library system, in exploring the development of maintaining a new or expanded library facility in the community.	Orange County Library	General Fund	Investigate feasibility by 2005.					
SECTION XVII: CULTURAL ARTS									
CS-5.1	Continue implementation of the Arts in Public Places Program.	Community Services Department, Development Services	General Fund, Development fees	On-going					
CS-5.1 CS-5.11	Prepare a Cultural Arts Master Plan.	Community Services Department	General Fund	Complete Plan by end of 2005					
CS-5.2	Work with the Brea Historical Society to establish criteria to include more representation of Brea's history and historical resources in arts programs and public art.	Community Services Department,	General fund, Development fees	On-going					
CS-5.2 CS-5.9	Explore new and creative methods for capturing and preserving the cultural heritage of the community, such as oral history programs and videotapes.	Community Services Department	General Fund	2005					
CS-5.3	Continue to integrate the fine arts into the After School Program. Continue to establish art internships.	Community Services Department	General Fund	On-going					
CS-5.3 CS-5.7	Cooperate with the Brea Olinda Unified School District, local private schools and colleges to increase art education in Brea.	Community Services Department , Brea Olinda School District	General fund, School District funds	On-going					
CS-5.4	Develop an art recognition or awards program to recognize local artists.	Community Services Department	General Fund	Establish program by end of 2005					

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CS-5.5	Develop opportunities for live/work "artist loft" housing for artist through zoning, regulatory incentives and funding. Restrict these units for use by local artists.	Community Services Department, Development Services	General Fund	Explore development of program by end of 2005. Implement as needed.					
CS-5.6	Adopt a plaque program to recognize culturally important and heritage sites. Continue implementation of the Art Shelter program for public bus stops. Develop program objectives and provide detailed standards and guidelines for the installation of public art, with an emphasis on the relationship between local history and public art. Address issues of artist selection, project siting, funding, etc. There should be close coordination with the Streetscape Standards & Guidelines and the Environmental Graphics Program.	Community Services Department	General Fund	Develop of program by 2006 On-going Develop program by 2006					
CS-5.8	Examine possible private/public partnerships to further cultural arts awareness and programs.	Community Services Department	General Fund	On-going					
CS -5.11	Consider developing an 'arts shuttle' similar to the arts shuttle in Laguna Beach and Pasadena that provides transportation to different venues in Brea.	Community Services Department, Development Services	General Fund	Explore feasibility of shuttle by 2005.					
CS-5.12	On a periodic basis, poll the community to identify demand for cultural arts programs and to determine whether needs/desires are being met.	Community Services Department	General Fund	Develop survey by end of 2004. Poll community every two years.					
CS -6.1	Continue to utilize and promote the Curtis Theater, Brea Gallery, and the Community Center for cultural art venues.	Community Services Department	General Fund	On-going					
CS-6.2	Develop joint-use agreements with the Brea Olinda School District for the sharing of performance and exhibit spaces.	Community Services Department, Brea Olinda School District	General Fund	Begin development of agreements by 2004					
CS-6.3 CS-6.3	Examine opportunities within existing structures and new development for the exhibit spaces or performance venues.	Community Services Department, Development Services	General Fund	2005					
CS- 7.2	Encourage Brea talent to apply for grants for public art creation and programs.	Community Services Department	General Fund	On-going					
CS-7.1 CS- 8.1	Apply for state, federal, local and private grants to increase participation and promote Brea's cultural arts programs.	Community Services Department	General Fund	2005 and as needed					
CS-7.3	Encourage City staff to volunteer at City-sponsored arts events.	Community Services Department, City of Brea	General Fund	On-going					
CS-7.2 CS--8.1	Work with non-profit, private and community organizations to provide funding, volunteer and exposure for cultural arts activities. Explore the development of a community or privately sponsored plaque or mural program.	Community Services Department	General Fund	On-going					

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
SECTION XVIII: EMERGENCY SERVICES AND SAFETY									
PS-1.1	Ensure that city staff continues to meet with the Brea Police Department to identify community needs, issues and any impacts that new development might have on police services. Evaluate the need for additional police facilities to serve new development.	Police Services	General fund	Ongoing					
PS-1.2	Coordinate with the Brea Fire and Police Department to determine the need and applicability of new technology and equipment in Brea.	Police Services, Fire Services	General fund	Ongoing					
PS-1.3	Evaluate the number of officers, total population, and crime statistics to ensure that appropriate levels of police protection are provided citywide.	Police Services	General fund	Ongoing					
PS-1.4	Fund appropriate levels of fire personnel, staff, and equipment, to maintain a four- to six-minute emergency response time for fire emergencies. Utilize wildland urban fire hazard mitigation techniques involving vegetation modification including chipping, scattering, multi-cutting, crushing, pruning and other non-fire hazard abatement concepts.	Police Services, Fire Services Development Services, Fire Services	General fund General fund	Ongoing Ongoing					PS-6.2 PS-6.2 PS-6.3
PS-1.5	Require new development to pay for increased fire protection as necessitated by a particular development..	Development Services, Fire Services	General fund	Ongoing					
PS-1.6	Require the installation of sprinkler systems in all buildings that are not readily accessible to fire-fighting equipment and apparatus or do not meet minimum fire flow and fire hydrant requirements. Inspect water hydrants and conduct fire-flow tests on an annual basis, with priority given the high-fire-hazard areas.	Development Services, Fire Services Fire Services	General fund General fund	Ongoing Ongoing; Annually					
PS-1.7	Continue active community oriented policing programs such as the Brea Bicycle Patrol program and the Community Action Patrol. Require the participation of the Police Department in the development review process relative to building and site plan vulnerabilities to criminal activity and suggested design criteria to mitigate such vulnerabilities.	Police Services	General fund	Ongoing					
PS-1.8 PS-1.2	Coordinate with the Brea Fire and Police Department to determine the need and applicability of new technology and equipment in Brea.	Police Services, Fire Services	General fund	Ongoing					
PS-1.9	Biannually evaluate the City's emergency preparedness program to ensure that the City has adequate police, fire and protection services in event of an emergency.	Police Services, Fire Services, Development Services	General fund	Biannually					
PS-1.10	Conduct annual mailings to Brea residents through utility bills that explain the City's Emergency Response Plan, Brea Emergency Operations Center, and appropriate procedures and numbers to call in the event of a disaster.	Police Services, Fire Services, Development Services	General fund	Annually					
PS-1.11	Coordinate with the Brea Police Department to increase public awareness about criminal activity and crime prevention. Maximize the use of after school programs, volunteer programs, Neighborhood Watch programs and other community oriented policing programs.	Police Services	General fund	Ongoing					
PS-1.12	Develop and maintain crime prevention guidelines for building construction. Provide these guidelines to police and code enforcement personnel.	Police Services, Development Services	General fund						
Crime Prevention Through Environmental Design (CPTED)			General fund						
PS-2.1	Implement crime prevention through environment (CPTED) design, based upon the concept of defensible space with the establishment of specific design criteria, and the application of that criteria to proposed projects through the development review process. Establish funding sources and priorities, and set forth a phased improvement program.	Police Services, Development Services	General fund						
PS-2.2	Enforce natural surveillance techniques for existing projects and new residential and commercial projects.	Police Services, Development Services	General fund	Ongoing					

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
PS-2.3	Require the participation of the Police Department in the development review process for public areas relative to building and site plan vulnerabilities to criminal activity and suggested design criteria to mitigate such vulnerabilities.	Police Services, Development Services	General fund	Ongoing					
PS-2.4	Examine and maintain a database of structures within the City that are at risk of incidence of or crime. Develop an implementation strategy based upon CPTED design techniques.	Police Services, Development Services	General fund						
Pedestrian Safety			General fund						
PS-3.1	Develop objectives, and detailed standards and guidelines for the treatment of public streetscapes to improve safety and walkability. Recommendations should address street trees, street lighting, street furniture, traffic calming, and other pertinent issues. Establish funding sources and priorities, and set forth a phased improvement program.	Development Services	General fund		CD-12.2		CR-7.1 CR-7.2 CR-7.5		
PS-3.2	Require that adequate safety lighting in pedestrian and parking lots is addressed for all new projects through the development review process.	Development Services	General fund	Ongoing	CD-12.2		CR-7.1 CR-7.2 CR-7.5		
PS-3.3	Develop appropriately designed shielding safety lighting for pedestrian walkways and trails. Establish an implementation plan for development of lighting installation.	Development Services	General fund		CD-12.2		CR-7.1 CR-7.2 CR-7.5		
SECTION XIX: HAZARDS MANAGEMENT									
PS-4.1	Minimize public health and environmental risks from the use, transport, storage and disposal of hazardous materials with the following approaches: ▪ Cooperate with federal, state and local agencies to effectively regulate the management of hazardous materials and hazardous waste; ▪ Cooperate with the County of Orange to implement applicable portions of the County Hazardous Waste Management Plan and the Hazardous Materials Area Plan; ▪ Identify roadway transportation routes for conveyance of hazardous materials; ▪ Implement the emergency response plan for accidents involving hazardous materials; and ▪ Cooperate with the Certified Unified Program Agency (CUPA) for the City of Brea (the Orange County Environmental Health Department) and the Orange County Fire Authority to administer risk management plans for businesses within the City.	Development Services, Maintenance Services, County of Orange, Federal and State Agencies	General fund, federal, state and local regulatory agencies	Ongoing					
PS-4.2	Monitor businesses that transport, handle, and generate hazardous materials to ensure proper disposal.	Development Services, Maintenance Services	General fund	Ongoing					
PS-4.3	Cooperate with the County Household Hazardous Waste Program to protect residents from dangers resulting from the use, transport and disposal of hazardous materials used in the home. The program includes public education about health and environmental hazards of household hazardous materials and periodic collection campaigns at established sites. Educate residents of the nearest location of a hazardous waste disposal site.	Development Services, County of Orange, Environmental Health Department	General fund	Ongoing					
PS-4.4	Provide education and information to the community about: ▪ Commonly used hazardous materials; ▪ More environmentally friendly alternatives; ▪ Safe recycling and disposal methods; and ▪ Location of nearest household hazardous waste collection center.	Development Services, County of Orange	General fund	Ongoing					
PS-5.1 PS-5.2	Cooperate with the California Department of Conservation, Division of Oil, Gas, and Geothermal Resources to protect residents from dangers resulting from the drilling, operation, maintenance, and abandonment of oil, gas, and geothermal wells and support regulations regarding abandoned oil facilities including both idle and orphan wells.	Development Services, California Department of Conservation-Division of Oil, Gas, and Geothermal Resources	General fund	Ongoing					PS-5.2
PS-5.3	During review of development proposals, require comprehensive investigation, studies, disclosures, and remediation of any former oil field property proposed for an alternative use.	Development Services	Development fee	Ongoing					
SECTION XX: WILDLAND FIRES									

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
PS-6.1	Continue to implement the Very High Fire Hazard Area Requirements and the Fuel Modification Plan Guidelines for High Fire Hazards Areas as a preventative measure to avert wildand fires.	Development Services, Fire Services	General fund	Investigate by end of 2005; implement as needed					
PS-6.2 PS-6.3	Promote fire prevention in Brea in the following ways: ▪ Work closely with the Orange County Fire Authority to implement fire hazard education and fire prevention programs, including fuel modification programs; ▪ Utilize wildland urban fire hazard mitigation techniques involving vegetation/fuel modification including chipping, scattering, multi-cutting, crushing, pruning and other non-fire hazard abatement concepts. ▪ Coordinate with the local water districts and Orange County Fire Authority to ensure that water pressure for urban and hillside areas and sites to be developed is adequate for fire fighting purposes; and ▪ Adopt and implement the Uniform Fire Code provisions and appropriate amendments to reflect the unique Brea topography, climate, vegetation and urban form.	Development Services, Fire Services	Development fees	Ongoing					PS-6.3
PS-6.2	Review development proposals to ensure that the City's four to six-minute fire response time is undertaken.	Development Services, Fire Department	Development Fees	Ongoing					
Flood Concerns									
PS-7.1 PS-7.2 PS-7.6	Coordinate with the Orange County Flood Control District (OCFCD) to ensure regularly scheduled maintenance of flood control channels and completion of necessary repairs. Coordinate with the OCFCD, Cal Domestic Water Company and Metropolitan Water District (MWD) regarding any needed improvements to existing aboveground water tanks. In addition, work with the District to identify new flood control improvements for existing flood hazards and potential hazards from new development, and establish installation programs for improvements. Require detention basins for new development, where necessary, to reduce flooding risks. Continue to participate in the National Flood Insurance Program (NFIP) administered through the Federal Emergency Management Agency (FEMA). The NFIP program provides federal flood insurance subsidies and federally financed loans for property owners in flood-prone areas.	Development Services, Orange County Flood Control District, Cal Domestic Water Company, Metropolitan Water District (MWD)	Development fees, General fund	Ongoing					PS-7.2 PS-7.6
PS-7.3 PS-7.5	Create an active storm drain inspection program in order to prevent flooding, avoid property damage, and protect surface water quality. Allow the program to evaluate and monitor water storage facilities that might pose an inundation hazard to downstream properties.	Development Services	General fund	Establish program by end of 2007					PS-7.5
SECTION XXII: GEOLOGIC AND SEISMIC CONSIDERATIONS									
PS-8.1 PS-8.2	To minimize damage from earthquakes and other geologic activity, implement the most recent state and seismic requirements for structural design of new development and redevelopment. Where geologic instability can be identified and cannot be mitigated, or presence of faulting is identified, use open space easements and other regulatory techniques to prohibit development and avoid public safety hazards.	Development Services	Development Fees, General fund	Ongoing					PS-8.2

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
PS-8.3	During review of development and redevelopment proposals, require surveys of soil and geologic conditions by state licensed Engineering Geologists and Civil Engineers where appropriate. Examples of when these surveys are required are (1) for projects within a State-delineated earthquake fault regulatory zones for liquefaction, fault ruptures, and seismically induced landsliding, in accordance with the California Geologic Survey and (2) prior to the development of any area with slopes more than 10 feet high at a gradient equal to or steeper than 2:1.	Development Services	Development fees	Ongoing					
PS-8.4	Develop informational overlays that augment the City's zoning ordinance to identify those areas where more detailed geotechnical studies should be carried out as part of liquefaction-susceptibility investigation, restrict development in liquefaction-prone areas, or to establish specific building design standards aimed at reducing the risk of liquefaction.	Development Services	Development fees, General fund	By the end of 2004					
PS-8.5 PS-8.6	Promote earthquake preparedness in the community with periodic earthquake awareness programs. The program could include mailing brochures to residences and businesses, press releases, school education programs and presentations to homeowner groups and property managers. Coordinate programs with Federal, State, and local emergency service providers and the school districts to maximize public participation.	Development Services, Brea-Olinda Unified School District	General fund	Ongoing					
SECTION XXII: NOISE									
PS-9.1 PS-9.4 PS-9.5, PS-11.4	Ensure that new development is exposed to acceptable noise levels. Require acoustical analyses for all proposed development within the 60 dB CNEL contour as shown on Figure N-1 in the Noise Element. Also require acoustical analyses for all proposed residential projects in the vicinity of existing and proposed commercial and industrial areas. Where the noise analyses indicate that the noise standards in Table N-2 will be exceeded, require noise control measures to be incorporated into the proposed development to reduce noise to acceptable levels. Noise control measures may include berms, walls, and sound attenuating architectural design and construction methods. Only permit new development if the noise standards and the City noise regulations can be met.	Development Services	Development fees	Ongoing					PS-9.4 PS-9.5 PS-11.4
PS-9.2	Continue to enforce the City noise regulations to protect residents from excessive noise levels from stationary sources. The regulations provide protection from non-transportation related noise sources such as music, machinery, pumps, and air conditioners on private property. Periodically evaluate regulations for adequacy and revise, as needed, to address community needs and changes in legislation and technology.	Development Services	General fund	Ongoing					
PS-9.3 PS-9.5	Use noise and land use compatibility standards to guide future planning and development decisions. Table PS-6 in the Noise Element summarizes the standards for acceptable noise levels by land use types. Table PS-6 in the Noise Element provides criteria for assessing the compatibility of future development with the noise environment. Review development proposals to ensure that the noise standards and compatibility criteria are met. Require mitigation measures, where necessary, to reduce noise levels to meet the noise standards and compatibility criteria.	Development Services	Development fees, Mitigation payment	Ongoing					PS-9.5
PS-9.4	All City departments and agencies will comply with local, state and federal noise standards, including state and federal OSHA standards. All new equipment or vehicle purchases will comply with local, state and federal noise standards. Such equipment includes compressors, air conditioners, leaf blowers and other fixed and mobile machinery. Purchase noise-producing equipment with the necessary noise abating equipment installed. Reduce the noise impacts associated with City services acquired through contracts with other public and private entities, such as street sweeping, solid waste removal and transport, landscaping maintenance, construction projects and emergency services.	Development Services	General fund	Ongoing					
PS-9.5 PS-11.5	Limit delivery or service hours for stores with loading areas, docks or trash bins that front, side, border, or gain access on driveways next to residential and other noise sensitive areas. Only approve exceptions if full compliance with the nighttime limits of the noise regulations are achieved.	Development Services	General fund	Ongoing					PS 11.5

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
PS-10.1 PS-10.2	Mitigate noise impacts to acceptable levels from transportation activity to enhance the quality of the community. Incorporate noise control measures, such as sound walls and berms, into roadway improvement projects to mitigate impacts to adjacent development. Request Caltrans and the Orange County Transportation Corridor Agencies (OCTA), as well Los Angeles Metropolitan Transit Authority (MTA) to provide noise control for roadway projects within the City and Sphere of Influence. Particularly, advocate reducing noise impacts from the SR-57.	Development Services	General fund, OCTA, Federal grants	Ongoing					PS-10.2
PS-10.1	Coordinate with the Orange County Sheriff's Department and the California Highway Patrol to enforce the California Vehicle Code pertaining to noise standards for cars, trucks, and motorcycles.	Development Services	General fund	Ongoing					
PS-11.1	Provide written information describing methods of retrofitting existing structures and properties to reduce noise impacts, including sound insulation, double-pane glass windows, sound walls, berming and other measures.	Development Services	General fund	Ongoing					
PS-11.2	Enforce the provisions of the State of California Noise Insulation Standards (Title 24) that specify that indoor noise levels for multi-family residential living spaces shall not exceed 45 dB CNEL. The Title 24 noise standard is defined as the combined effect of all noise sources and is implemented when existing or future exterior noise levels exceed 60 dB CNEL. Title 24 requires that the standard be applied to all new hotels, motels, apartment houses and dwellings other than single-family dwellings. Also apply the standard to single-family dwellings and condominium conversion projects as official policy.	Development Services	Development fees, Mitigation payments	Ongoing					
PS-11.3	Require all construction activity and special events to comply with the limits established in the Noise Control Ordinance. Review the Noise Control Ordinance for adequacy and amend as needed to address community needs and development patterns.	Development Services	Development fees, General fund	Ongoing, Revise ordinance by end of 2004					

Table HE-50
Housing Implementation Program Summary

Housing Program	Program Goal	2021-2029 Objective/ Time Frame	Funding Source(s)	Responsible Department or Agency
Maintaining Existing Housing Quality and Affordability				
1. Single-Family Rehabilitation Program	Provide loans to lower income homeowners to help them rehabilitate their homes.	Issue an average of 12-15 loans and grants on an annual basis, with a goal to assist 96 households over the planning period.	CDBG	Community Development Department
2. Multi-Family Acquisition and Rehabilitation	Upgrade deteriorated apartment buildings, and provide long-term affordable rental housing.	Identify deteriorated apartments, and reach out to non-profits at least twice during the planning period to identify opportunities and to secure funds to acquire & rehabilitate units. Support Jamboree Housing in the acquisition and rehabilitation of the 47-unit Walnut Village Apts; seek to begin construction in 2023.	Housing Asset Fund; HOME; Housing Trust Fund; Low Income Housing Tax Credits; other outside sources	Community Development Department
3. Preservation of Assisted Housing	Preserve the existing affordable rental stock at-risk of conversion to market rents.	Contact property owners of at-risk projects 3 years prior to expiration. Provide preservation incentives; work with priority purchasers; coordinate tenant education.	Housing Asset Fund; HOME; Housing Trust Fund; other State and Federal funds	Community Development Department
4. Section 8 Rental Assistance Program	Provide rental subsidies to extremely low and very low-income households.	Maintain current levels of assistance and direct eligible households to the program. Conduct outreach to landlords to encourage them to register units with the County (2022 & 2025).	HUD Section 8	Community Development Department; Orange County Housing Authority
Provision of New Affordable Housing				
5. Affordable Housing Ordinance	Integrate affordable housing within market rate developments.	Review and update the Ordinance by 2022 to enhance effectiveness in producing affordable units, including units affordable to lower income households.	LEAP grant	Community Development Department

Housing Program	Program Goal	2021-2029 Objective/ Time Frame	Funding Source(s)	Responsible Department or Agency
6. Density Bonus Incentives	Provide density and other incentives and concessions to support production of affordable housing.	Update the density bonus provisions in the Zoning Code by 2022 to align with State law and the updated Affordable Housing Ordinance.	LEAP grant	Community Development Department
7. Affordable Housing Development Assistance and Implementation Guide	Provide financial and regulatory incentives to facilitate affordable housing development and preserve the existing housing stock.	Outreach to the development community at least every other year to discuss affordable housing opportunities and available financial and regulatory incentives. Develop an Affordable Housing Implementation Guide by 2022 to reduce processing times and est. specific timeframes for tenant notification.	SB 2 Planning Grant; Housing Trust Fund; Housing Asset Fund; Co. of Orange RFPs; Low Income Housing Tax Credits	Community Development Department
Provision of Adequate Housing Sites				
8. Land Use Element and Sites Inventory	Provide adequate sites for future housing development consistent with regional housing needs.	Maintain a current inventory of residential and mixed-use sites and provide to developers along with information on available development incentives. Maintain inventory on City's website. Amend Code for by-right approval of projects with min. 20% lower income units on rezone and 5th cycle sites within 1 year of Housing Element adoption (2022).	General Fund	Community Development Department
8a. Lot Consolidation Program	Provide incentives for the consolidation of parcels into larger development sites.	Conduct outreach to property owners of Housing Element sites and adopt a Lot Consolidation Ordinance to codify available incentives (2022). Conduct a mid-cycle review in 2025 and make modifications as necessary to promote housing on small sites.	General	Community Development Department
8b. Replacement Housing Program	Ensure no net loss of units affordable to	Update Code in 2022 to specify replacement housing requirements	General	Community Development Department

Housing Program	Program Goal	2021-2029 Objective/ Time Frame	Funding Source(s)	Responsible Department or Agency
	lower income households	consistent with Government Code 65583.2(g)(3).		
9. Brea Core Plan	Provide expanded opportunities for mixed use and high-density residential development.	Develop and adopt the Brea Core Specific Plan by 2023, incorporating an Overlay to focus higher densities in the Core. Incorporate modified standards to support office-to-residential conversions. Conduct a mid-cycle review in 2025 and make modifications to the Plan as necessary by 2026 to facilitate higher density development.	General Fund	Community Development Department
10. Accessory Dwelling Units	Promote accessory dwelling units in new and existing housing as a form of affordable, multi-generational housing.	Adopt ADU Design Guidelines by 2022 and seek to permit an average of 16 ADUs annually. Research program for funding assistance for deed restricted ADUs (2022), and est. pilot program as appropriate (2024). Conduct reviews in 2024, 2026 and 2028 and if production falling short, ensure adequate sites to meet lower income RHNA or commit to rezoning within one year. Work with HCDs ADU Ordinance Team to make any adjustments to the Ordinance consistent with state law (2022).	SB 2 Planning Grant	Community Development Department
11. Publicly-Owned Land for Affordable Housing	Provide expanded sites for affordable housing on surplus or underutilized public land.	Contact property owners in Sites #1 and #14 to discuss opportunities for lot consolidation (2023), and issue an RFP for development on identified City-owned parcels (2024). Modify the P-F zone to conditionally allow residential uses (2024).	General Fund	Community Development Department

Housing Program	Program Goal	2021-2029 Objective/ Time Frame	Funding Source(s)	Responsible Department or Agency
12. Annexation of Sphere of Influence	Increase the City's capacity to accommodate future housing growth.	Adopt the Brea 265 Specific Plan and EIR, and complete annexation by September 29, 2022. Should the annexation not be completed by this date, rezone additional sites as necessary to address the City's RHNA.	General Fund	Community Development Department
Removal of Governmental Constraints				
13. Objective Development Standards and Administrative Approval Process	Facilitate quality development that can be approved ministerially.	Establish objective standards and ministerial processing procedures by 2022, including for SB 35 applications, to streamline the review process.	SB 2 Planning Grant	Community Development Department
14. Updated Parking Standards	Implement parking standards that address the contemporary needs of a variety of housing types.	Update and streamline parking standards by 2022 to enhance development feasibility.	SB 2 Planning Grant	Community Development Department
15. Zoning Text Amendments for Special Needs Housing	Facilitate a range of housing types to address the diverse needs of residents.	Amend the Zoning Code by 2022 to facilitate housing for Brea's special needs and ELI populations. Assist Jamboree Housing in securing funds for Walnut Village and incorporate ELI units (2022).	General Fund	Community Development Department
16. CEQA Exemptions for Infill Projects	Utilize allowable CEQA exemptions for qualified urban infill and other qualifying residential projects.	Continue to utilize categorical CEQA exemptions where appropriate, on a case-by-case basis.	General Fund	Community Development Department
Equal Housing Opportunities and Special Needs				
17. Fair Housing Program	Further fair housing practices in the community.	Promote fair housing practices and refer fair housing complaints to the OCFHC.	General Fund	Community Development Department; OC Fair Housing Council
18. Housing Accessibility	Expand accessible housing options to persons living with disabilities.	Provide "priority points" in Brea's housing programs; develop written procedures for reasonable accommodation (2022); encourage Universal	General Fund; CDBG	Community Development Department; Community Services Department

Housing Program	Program Goal	2021-2029 Objective/ Time Frame	Funding Source(s)	Responsible Department or Agency
		Design in new development; provide rehabilitation grants for accessibility improvements.		
19. Senior Housing Opportunities	Support a range of housing options to address the diverse needs of Brea's growing senior population.	Pursue opportunities to expand housing choice for seniors in the community.	General Fund; HOME; Housing Trust Fund; Housing Asset Fund; Low Income Housing Tax Credits; other outside sources	Community Development Department; Community Services Department
20. Housing Opportunities for Persons Living with Developmental Disabilities	Support a range of housing options for persons with developmental disabilities.	Work in cooperation with the OCRC to publicize information on available resources for housing and services. Pursue State and Federal funds available for supportive housing and services in future affordable housing projects, beginning with Walnut Village (2022).	General Fund; HOME; Housing Trust Fund; Low Income Housing Tax Credits; Mental Health Services Act (MHSA) funds; other outside sources	Community Development Department; Community Services Department
21. Veteran and Homeless Assistance	Promote housing and supportive services for veterans and persons experiencing homelessness.	Partner with housing and service agencies through the Family Resource Center; Support North County Navigation Centers in providing shelter and services to the homeless; provide street outreach through the Homeless Liaison Officer and volunteers.	General Fund; Veterans Housing and Homeless Prevention Act (AB 639) funds	Community Development Department; Community Services Department
Sustainability, Energy Efficiency and Healthy Community				
22. Prioritization of Sustainable Housing Projects	Prioritize sustainable housing developments in sustainable locations for their numerous benefits.	Prioritize projects in sustainable locations competing for funds and grants.	General Fund; State and Federal Grants; other potential affordable housing resources	Community Development Department
23. Green Building	Promote green building practices for more sustainable housing.	Encourage developers to exceed the CALGREEN code to provide solar, bike amenities and EV charging stations.	General Fund	Community Development Department
24. Energy Conservation	Evaluate and implement activities to support clean	Implement actions for clean energy and energy efficiency.	General Fund	Community Development Department

Housing Program	Program Goal	2021-2029 Objective/ Time Frame	Funding Source(s)	Responsible Department or Agency
	energy and energy efficiency solutions in Brea's housing.			
25. Healthy Community	Foster community health through land use planning and support for initiatives that promote a more active lifestyle.	Support a built environment that encourages physical activity and reduces automobile travel.	General Fund	Community Development Department; Community Services Department

Fair Housing Issue	Contributing Factors	Priority Level	Actions
A. Fair Housing Outreach *(Housing Mobility)*	1. Certain racial/ethnic groups have a higher percentage of tenant/landlord complaints compared to their percentage of the City's population overall. 2. Outreach needed in a variety of formats. 3. Additional resources to be made available to the public.	Medium	**City Action**: By the end of 2022, have additional fair housing information posted at the Brea Family Resource and Senior Centers and on their digital platforms. Starting in 2022, hold an informational workshop at these locations once every two years. **City Action:** In 2023, conduct a fair housing information session for the City Council. Invite local nonprofits (including the Orange County Human Relations Commission, the Kennedy Commission, and People for Housing O.C.) to attend. **City Action:** Publish Fair Housing information, including any community meetings in Brea Line (City Newsletter) as well as non- traditional media, such as Instagram and Facebook, and conduct targeted outreach to tenants, mobile home park residents and other lower income populations. **Action Outcomes:** Increase the distribution of fair housing materials by at least 25 percent to increase awareness of fair housing options among residents, including special needs groups and low income residents. Seek to increase the number of Brea residents counseled through the Fair Housing Council of Orange County from an average of 70 to 75 annually.

B. Protected groups in the western portion of Brea (west of the Orange Freeway) face greater opportunity and resource challenges **(Place based strategies, Displacement, Housing mobility)**	1. Need for community revitalization strategies 2. Need for public investments in specific neighborhoods, including services and amenities 3. Cost of housing rehabilitation and repairs 4. High levels of overpayment create displacement risk	High	**City Action:** Include info about rehabilitation resources in City newsletters and website, including the availability of funds for accessibility improvements and including translated information when feasible. Seek to assist 12-15 households annually. Starting in 2023, conduct targeted outreach in identified Low and Moderate Resource Census Tracts, utilizing the Housing Conditions Survey and Code Enforcement information to further target assistance. **City Action:** Identify apartments in need of rehab, and cooperate with non-profit providers to acquire and rehabilitate units and provide as long-term affordable housing. Seek to complete at least two projects, including the 47 unit Walnut Village in partnership with Jamboree Housing. **City Action:** Continue to improve access to persons with disabilities through ADA improvements. Dedicate or seek funding, including annual CDBG allocations, to prioritize infrastructure and accessibility improvements in low and moderate resource areas. **City Action:** Starting in 2023, work with the FHCOC to contact landlords of affordable multifamily complexes every two years and provide fair housing information and assistance. Outreach will focus on promoting the Section 8 voucher program to landlords who have not previously participated and should include multi-lingual materials. **City Action:** Continue anti-displacement programs including: limits on rent increases and prohibiting evictions without just cause for tenants that have resided in their units for more than 12 months; relocation assistance where public funds are utilized; and

			replacement requirements when affordable units are removed on Housing Element sites (Government Code Sec. 65583.2(g)(3)).
			City Action: Assist mobile home park resident organizations interested in purchasing their parks to access funds through the state HCD Mobile Home Park Resident Ownership Program (MPROP). Provide available local funds for leverage and assist with the subdivision map waiver process consistent with the Subdivision Map Act. **Action Outcomes:** Increased public and private investment in Low and Moderate Resource census tracts, including $2,000,000 allocated for a variety of ADA, park facilities, transportation, water and sewer line improvements in these census tracts during 2021-2029. Through landlord outreach in coordination with the FHCOC and housing mobility programs through the Orange County Housing Authority (OCHA), the City's goal will be to increase Housing Choice Vouchers by 10% from 114 to 125 vouchers, and to work with the OCHA to achieve a 10% increase in vouchers high resource neighborhoods. Implement the mobile home park preservation ordinance to maintain Brea's five mobile home parks as an important form of lower cost housing.

C. Affordable Housing throughout Brea, including High and Highest Resource areas, to promote housing mobility **(Housing Mobility, New Opportunities)**	1. High levels of overpayment 2. Availability of affordable housing in all areas of the City, including those where rents and sale prices have become exclusive 3. Community concern about housing densities	High	**City Action:** In 2022, adopt the Housing Element and associated rezoning to provide geographically dispersed sites for over 1,100 lower income units, fostering a more inclusive community. **City Action:** Provide significant new housing opportunities in Highest Resource eastern Brea through development of a diverse mix of 1,100 new units in the Brea 265 project, including an estimated 76 deed restricted affordable units. Pursue the introduction of workforce housing on Amazon's 31-acre warehouse site in eastern Brea. **City Action:** Update Brea's Affordable Housing Ordinance in 2022 to integrate low as well as moderate income units in market rate projects throughout the community. **City Action:** Coordinate with the Orange County Housing Authority (OCHA) in 2023 about utilizing the mobility counseling program. This OCHA program informs Housing Choice Voucher holders about their residential options in higher opportunity areas and provides holistic support to voucher holders seeking to move to higher opportunity areas. **City Action**: Initiate a marketing program for homeowners on the benefits of ADUs and the availability of funds to support development (2022) through the City's Newsletter and posting of the ADU application checklist on the City website, thereby expanding housing opportunities in areas that have traditionally only had single-family ownership housing. Seek to issue permits for 16 units annually throughout Brea. **City Action:** Adopt an Ordinance by 2022 to expand the housing supply in

			High Resource single-family zones by allowing for lot splits and duplexes under the parameters of SB 9. In coordination with research being conducted at the State level, pursue opportunities to incentivize and provide funding assistance for homeowners to provide affordable units under SB 9 (2023, 2025). **City Action:** Require affordable developers receiving public funds to prepare an affirmative marketing plan, and encourage private developers with affordable units in their projects to prepare an affirmative marketing plan. The affirmative marketing plan shall ensure marketing materials for new developments are designed to attract renters and buyers of diverse demographics, including persons of any race, ethnicity, sex, handicap, and familial status. **Action Outcomes:** An increased variety of housing options available to Brea residents throughout the city, including areas that have traditionally only had single-family ownership housing. Provide adequate sites for over 1,300 lower income households, over 500 moderate income households, and over 1,600 above moderate income households, exceeding the City's RHNA requirements. Seek to achieve at least two affordable housing projects during the planning period, with an aspirational goal of 10% of new units produced in high resource areas as affordable to very low, low or moderate income households.

EXHIBIT D

Please Start Here

General Information	
Jurisidiction Name	Brea
Reporting Calendar Year	2025
Contact Information	
First Name	Jason
Last Name	Killebrew
Title	Community Development Director
Email	jasonk@cityofbrea.gov
Phone	7149907671
Mailing Address	
Street Address	1 Civic Center Circle
City	Brea
Zipcode	92821

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

Click here to download APR Instructions

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

Annual Progress Report

Jurisdiction	Brea	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	10/15/2021 - 10/15/2029

Building Permits Issued by Affordability Summary		
Income Level		**Current Year**
Acutely Low	Deed Restricted	0
	Non-Deed Restricted	0
Extremely Low	Deed Restricted	38
	Non-Deed Restricted	0
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		30
Total Units		**68**

Units by Structure Type	**Entitled**	**Permitted**	**Completed**
Single-family Attached	179	0	0
Single-family Detached	0	0	0
2 to 4 units per structure	0	4	4
5+ units per structure	244	39	0
Accessory Dwelling Unit	0	25	8
Mobile/Manufactured Home	0	0	0
Total	**423**	**68**	**12**

Infill Housing Developments and Infill Units Permitted	**# of Projects**	**Units**
Indicated as Infill	28	68
Not Indicated as Infill	0	0

Housing Applications Summary	
Total Housing Applications Submitted:	37
Number of Proposed Units in All Applications Received:	458
Total Housing Units Approved:	437
Total Housing Units Disapproved:	0

Use of SB 423 Streamlining Provisions - Applications	
Number of SB 423 Streamlining Applications	0
Number of SB 423 Streamlining Applications Approved	0

Units Constructed - SB 423 Streamlining Permits			
Income	**Rental**	**Ownership**	**Total**
Acutely Low	0	0	0
Extremely Low	0	0	0
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	**0**	**0**	**0**

Streamlining Provisions Used - Permitted Units	**# of Projects**	**Units**
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 423 (2023)	0	0

Ministerial and Discretionary Applications	**# of**	**Units**
Ministerial	35	159
Discretionary	2	299

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	2
Number of Units in Applications Submitted Requesting a Density Bonus	159
Number of Projects Permitted with a Density Bonus	1
Number of Units in Projects Permitted with a Density Bonus	39

Housing Element Programs Implemented and Sites Rezoned	**Count**
Programs Implemented	48
Sites Rezoned to Accommodate the RHNA	0

Jurisdiction	Brea
Reporting Year	2025 (Jan. 1 - Dec. 31)
Planning Period	6th Cycle 10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A
Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes											Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Historic Sites	Density Bonus
1					2	3	4					5							6	7	8	9	10	
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Acutely Low-Income Deed Restricted	Acutely Low-Income Non Deed Restricted	Extremely Low-Income Deed Restricted	Extremely Low-Income Non Deed Restricted	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Please select state streamlining provision/s the application was submitted pursuant to.	Is this project located on a site with an associated historical designation as outlined in Government Code Section 65400(a)(2)(N) and reported on Table L?	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?
Summary Row: Start Data Entry Below								0	0	54	0	9	0	65	0	0	0	330	458	437	0			
	319-391-01	1639 E Imperial Highway	Brea Plaza Residential Project	PLN-2024-00017	5+	R	4/15/25			6								114	120	120		NONE	No	Yes
	319-102-33	1700 Greenbriar Lane	Greenbriar Residential Project	PLN-2024-00020	SFA	O	4/15/25											179	179	179		NONE	No	No
	296-143-01	SEC Mercury Lane	Mercury Village Senior Apartments	PLN-2025-00038	5+	R	8/19/25			10		9		65				1	85	85		NONE	No	No
	296-301-02	323 N Brea Boulevard	Jamboree Permanent Supportive Housing Project	PLN-2024-00031	5+	R	9/10/25			38								1	39	39		NONE	No	Yes
	284-341-31	610 E Elm St		BLD-2025-00741	2 to 4	R	6/5/25											2	2	2		NONE	No	No
	284-234-02	310 S Orange Ave		BLD-2025-00937	2 to 4	R	7/15/25											2	2	2		NONE	No	No
	315-051-03	125 Olinda Pl		BLD-2025-00392	SFD	O	4/1/25											1	1			NONE	No	No
	284-202-01	405 Pine Ave		BLD-2025-01384	SFD	R	10/7/25											1	1			SB 9 (2021) - Duplex in SF Zone	No	No
	284-311-05	138 Locust St		BLD-2025-01670	SFD	R	12/22/25											1	1			SB 9 (2021) - Duplex in SF Zone	No	No
	284-181-27	1109 E Elm St		BLD-2025-01647	ADU	R	11/26/25											1	1			NONE	No	No
	336-213-08	3220 E Elm St, Unit B		BLD-2025-00253	ADU	R	3/3/25											1	1	1		NONE	No	No
	293-431-43	815 Lime St, Unit B		BLD-2025-00306	ADU	R	3/11/25											1	1	1		NONE	No	No
	284-311-05	138 Locust St		BLD-2025-01669	ADU	R	12/3/25											1	1			NONE	No	No
	319-064-11	604 Buttonwood Dr		BLD-2025-01746	ADU	R	12/22/25											1	1			NONE	No	No
	284-243-01	402 S Brea Blvd		BLD-2025-00093	ADU	R	1/22/25											1	1			NONE	No	No
	284-234-02	310 S Orange Ave, Unit B		BLD-2025-00293	ADU	R	3/10/25											1	1			NONE	No	No
	284-181-27	1109 E Elm St		BLD-2025-01646	ADU	R	11/26/25											1	1			NONE	No	No
	304-015-12	1230 Arrow Wood Dr, Unit B		BLD-2025-00081	ADU	R	1/21/25											1	1			NONE	No	No
	293-423-04	333 Catalpa Ave, Unit B		BLD-2025-00197	ADU	R	3/7/25											1	1	1		NONE	No	No
	284-191-30	428 Pine Ave, Unit B		BLD-2025-00515	ADU	R	4/21/25											1	1	1		NONE	No	No
	284-342-08	534 S Laurel Ave		BLD-2025-00677	ADU	R	5/27/25											1	1	1		NONE	No	No
	284-251-06	321 S Madrona Ave		BLD-2025-01065	ADU	R	8/8/25											1	1			NONE	No	No
	284-311-05	138 Locust St		BLD-2025-01671	ADU	R	12/3/25											1	1			NONE	No	No
	319-094-05	595 Wafeforest St, Unit B		BLD-2025-00327	ADU	R	3/17/25											1	1			NONE	No	No
	304-191-17	12551 Whittier Ave		BLD-2025-00758	ADU	R	7/1/25											1	1			NONE	No	No
	319-273-12	401 E Birch St		BLD-2025-01379	ADU	R	10/7/25											1	1			NONE	No	No
	296-322-11	133 Delphia Ave		BLD-2025-01405	ADU	R	10/13/25											1	1			NONE	No	No
	320-212-18	2601 Woodacre St		BLD-2025-01451	ADU	R	10/17/25											1	1			NONE	No	No
	304-215-10	1037 Steele Ave		BLD-2025-01443	ADU	R	10/29/25											1	1			NONE	No	No

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier					Unit Types		Affordability by Household Incomes - Completed Entitlement											
1					2	3	4										5	6
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Acutely Low-Income Deed Restricted	Acutely Low-Income Non Deed Restricted	Extremely Low-Income Deed Restricted	Extremely Low-Income Non Deed Restricted	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Entitlement Date Approved	# of Units issued Entitlements
Summary Row: Start Data Entry Below							0	0	54	0	9	0	65	0	295	0	295		423
	319-391-01	1639 E Imperial Highway	Brea Plaza Residential Project	PLN-2024-00017	5+	R			6								114	4/15/25	114
	319-102-33	1700 Greenbriar Lane	Greenbriar Residential Project	PLN-2024-00020	SFA	O											179	4/15/25	179
	296-143-01	SEC Mercury Lane	Mercury Village Senior Apartments	PLN-2025-00038	5+	R			10		9		65				1	8/19/25	1
	296-301-02	323 N Brea Boulevard	Jamboree Permanent Supportive Housing Project	BLD-2025-00823	5+	R			38								1	9/10/25	1
	284-341-31	610 E Elm St		BLD-2025-00741	2 to 4	R													0
	284-234-02	310 S Orange Ave		BLD-2025-00937	2 to 4	R													0
	284-342-20	708 E Elm St		BLD-2023-01317	ADU	R													0
	320-063-24	323 Amberwick Ln, Unit B		BLD-2023-01357	ADU	R													0
	284-323-21	414 E Fir St		BLD-2024-00515	ADU	R													0
	284-341-24	544 Peach St		BLD-2024-00402	ADU	R													0
	304-083-02	1435 Ponderosa Ave, Unit B		BLD-2024-00710	ADU	R													0
	284-211-26	333 S Laurel Ave, Unit B		BLD-2024-00802	ADU	R													0
	304-204-04	928 Bonnie Way, Unit B		BLD-2024-01070	ADU	R													0
	284-211-26	333 S Laurel Ave, Unit C		BLD-2024-00733	ADU	R													0
	296-321-18	144 Delphia Ave, Unit B		BLD-2024-00732	ADU	R													0
	293-412-20	354 S Puente St, Unit B		BLD-2024-00397	ADU	R													0
	304-192-11	1321 Denise Ct		BLD-2024-01384	ADU	R													0
	284-313-18	325 Cherry St, Unit B		BLD-2024-01195	ADU	R													0
	284-352-01	424 Locust St, Unit D		BLD-2024-00112	ADU	R													0
	284-352-01	424 Locust St, Unit B		BLD-2024-00111	ADU	R													0
	304-181-25	1476 Alta Mesa Way, Unit B		BLD-2024-01105	ADU	R													0
	284-373-28	1120 E Elm St		BLD-2025-00118	ADU	R													0
	284-291-01	701 Lantana Ave, Unit B		BLD-2025-00122	ADU	R													0
	336-213-04	3170 E Elm St, Unit B		BLD-2025-00163	ADU	R													0
	284-191-30	428 Pine Ave, Unit B		BLD-2025-00515	ADU	R													0
	293-423-04	333 Catalpa Ave, Unit B		BLD-2025-00197	ADU	R													0
	293-431-43	815 Lime St, Unit B		BLD-2025-00306	ADU	R													0
	336-213-08	3220 E Elm St, Unit B		BLD-2025-00253	ADU	R													0
	284-342-08	534 S Laurel Ave		BLD-2025-00677	ADU	R													0
	319-063-14	689 Buttonwood Dr, Unit B		BLD-2025-00790	ADU	R													0
	319-263-34	601 Willow Dr		BLD-2025-00296	ADU	R													0
	336-212-12	3374 Greenleaf Dr, Unit B		BLD-2024-00128	ADU	R													0
	284-221-13	341 E Date St		BLD-2024-00138	ADU	R													0

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier			Affordability by Household Incomes - Building Permits												
			7											8	9
Current APN	Street Address	Project Name+	Acutely Low-Income Deed Restricted	Acutely Low-Income Non Deed Restricted	Extremely Low- Income Deed Restricted	Extremely Low- Income Non Deed Restricted	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Building Permits Date Issued	# of Units Issued Building Permits
			0	0	38	0	0	0	0	0	0	0	30		68
319-391-01	1639 E Imperial Highway	Brea Plaza Residential Project													0
319-102-33	1700 Greenbriar Lane	Greenbriar Residential Project													0
296-143-01	SEC Mercury Lane	Mercury Village Senior Apartments													0
296-301-02	323 N Brea Boulevard	Jamboree Permanent Supportive Housing Project			38								1	12/22/25	1
284-341-31	610 E Elm St												2	6/7/25	2
284-234-02	310 S Orange Ave												2	10/1/25	2
284-342-20	708 E Elm St												1	3/6/25	1
320-063-24	323 Amberwick Ln, Unit B												1	6/4/25	1
284-323-21	414 E Fir St												1	1/7/25	1
284-341-24	544 Peach St												1	1/24/25	1
304-083-02	1435 Ponderosa Ave, Unit B												1	2/13/25	1
284-211-26	333 S Laurel Ave, Unit B												1	2/13/25	1
304-204-04	928 Bonnie Way, Unit B												1	3/4/25	1
284-211-26	333 S Laurel Ave, Unit C												1	3/26/25	1
296-321-18	144 Delphia Ave, Unit B												1	4/4/25	1
293-412-20	354 S Puente St, Unit B												1	4/23/25	1
304-192-11	1321 Denise Ct												1	5/22/25	1
284-313-18	325 Cherry St, Unit B												1	6/17/25	1
284-352-01	424 Locust St, Unit D												1	6/30/25	1
284-352-01	424 Locust St, Unit B												1	6/30/25	1
304-181-25	1476 Alta Mesa Way, Unit B												1	7/8/25	1
284-373-28	1120 E Elm St												1	4/15/25	1
284-291-01	701 Lantana Ave, Unit B												1	5/5/25	1
336-213-04	3170 E Elm St, Unit B												1	5/14/25	1
284-191-30	428 Pine Ave, Unit B												1	7/2/25	1
293-423-04	333 Catalpa Ave, Unit B												1	9/3/25	1
293-431-43	815 Lime St, Unit B												1	9/5/25	1
336-213-08	3220 E Elm St, Unit B												1	10/8/25	1
284-342-08	534 S Laurel Ave												1	11/14/25	1
319-063-14	689 Buttonwood Dr, Unit B												1	12/9/25	1
319-263-34	601 Willow Dr												1	12/18/25	1
336-212-12	3374 Greenleaf Dr, Unit B												1	7/23/24	1
284-221-13	341 E Date St												1	9/30/24	1

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier			Affordability by Household Incomes - Certificates of Occupancy												
			10											11	12
Current APN	Street Address	Project Name+	Acutely Low-Income Deed Restricted	Acutely Low-Income Non Deed Restricted	Extremely Low- Income Deed Restricted	Extremely Low- Income Non Deed Restricted	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Certificates of Occupancy or other forms of readiness (see instructions) Date Issued	# of Units issued Certificates of Occupancy or other forms of readiness
			0	0	0	0	0	0	0	0	0	0	12		12
319-391-01	1639 E Imperial Highway	Brea Plaza Residential Project													0
319-102-33	1700 Greenbriar Lane	Greenbriar Residential Project													0
296-143-01	SEC Mercury Lane	Mercury Village Senior Apartments													0
296-301-02	323 N Brea Boulevard	Jamboree Permanent Supportive Housing Project													0
284-341-31	610 E Elm St												2	8/13/25	2
284-234-02	310 S Orange Ave												2	11/12/25	2
284-342-20	708 E Elm St														0
320-063-24	323 Amberwick Ln, Unit B														0
284-323-21	414 E Fir St														0
284-341-24	544 Peach St												1	12/4/25	1
304-083-02	1435 Ponderosa Ave, Unit B														0
284-211-26	333 S Laurel Ave, Unit B												1	9/10/25	1
304-204-04	928 Bonnie Way, Unit B												1	10/20/25	1
284-211-26	333 S Laurel Ave, Unit C												1	9/10/25	1
296-321-18	144 Delphia Ave, Unit B												1	10/28/25	1
293-412-20	354 S Puente St, Unit B														0
304-192-11	1321 Denise Ct														0
284-313-18	325 Cherry St, Unit B														0
284-352-01	424 Locust St, Unit D														0
284-352-01	424 Locust St, Unit B														0
304-181-25	1476 Alta Mesa Way, Unit B														0
284-373-28	1120 E Elm St														0
284-291-01	701 Lantana Ave, Unit B												1	12/23/25	1
336-213-04	3170 E Elm St, Unit B														0
284-191-30	428 Pine Ave, Unit B														0
293-423-04	333 Catalpa Ave, Unit B														0
293-431-43	815 Lime St, Unit B														0
336-213-08	3220 E Elm St, Unit B														0
284-342-08	534 S Laurel Ave														0
319-063-14	689 Buttonwood Dr, Unit B														0
319-263-34	601 Willow Dr														0
336-212-12	3374 Greenleaf Dr, Unit B												1	6/13/25	1
284-221-13	341 E Date St												1	9/11/25	1

Table A2

Project Identifier			Streamlining	Historic Sites	Infill	Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions	Term of Affordability or Deed Restriction	Demolished/Destroyed Units			Density Bonus				Notes
			13	14	15	16	17	18	19	20			21	22	23	24	25
Current APN	Street Address	Project Name*	Please select the state streamlining provision the project was APPROVED pursuant to. (may select multiple)	Is this project located on a site with an associated historical designation as outlined in Government Code Section 65400(a)(2)(N) and reported on Table L?	Infill Units? Y/N	Assistance Programs for Each Development (may select multiple - see instructions)	Deed Restriction Type (may select multiple - see instructions)	For units affordable without financial assistance or deed restrictions, explain how the locality determined the units were affordable (see instructions)	Term of Affordability or Deed Restriction (years) (if affordable in perpetuity enter 1000)*	Number of Demolished / Destroyed Units	Demolished or Destroyed Units	Demolished/Destroyed Units Owner or Renter	Total Density Bonus Applied to the Project (Percentage Increase in Total Allowable Units or Total Maximum Allowable Residential Gross Floor Area)	Number of Other Incentives, Concessions, Waivers, or Other Modifications Given to the Project (Excluding Parking Waivers or Parking Reductions)	List the incentives, concessions, waivers, and modifications (Excluding Parking Waivers or Parking Modifications)	Did the project receive a reduction or waiver of parking standards? (Y/N)	Notes*
										0							
319-391-01	1639 E Imperial Highway	Brea Plaza Residential Project	NONE	No	Y	Other	DB		55				20.0%	7	Development Standards Modification	Yes	Brea Plaza Residential Project
319-102-33	1700 Greenbriar Lane	Greenbriar Residential Project	NONE	No	Y												Greenbriar Residential Project
296-143-01	SEC Mercury Lane	Mercury Village Senior Apartments	NONE	No	Y	Other	DB		55				0.0%	2	Development Standards Modification	Yes	Required offsite affordable housing for the Greenbriar project
296-301-02	323 N Brea Boulevard	Jamboree Permanent Supportive Housing Project	NONE	No	Y	HOME	DB		55				80.0%	6	Development Standards Modification	Yes	Jamboree Permanent Supportive Housing Project
284-341-31	610 E Elm St		NONE	No	Y												permitting of existing unpermitted duplex
284-234-02	310 S Orange Ave		NONE	No	Y												permitting of existing unpermitted duplex
284-342-20	708 E Elm St		NONE	No	Y												800 sf 2-bed attached ADU
320-063-24	323 Amberwick Ln, Unit B		NONE	No	Y												784 sf 2-bed attached ADU
284-323-21	414 E Fir St		NONE	No	Y												1050 sf 2-bed attached ADU
284-341-24	544 Peach St		NONE	No	Y												798 sf 2-bed attached ADU
304-083-02	1435 Ponderosa Ave, Unit B		NONE	No	Y												625 sf 1-bed detached ADU
284-211-26	333 S Laurel Ave, Unit B		NONE	No	Y												409 sf 1-bed JADU
304-204-04	928 Bonnie Way, Unit B		NONE	No	Y												385 sf 1-bed attached ADU
284-211-26	333 S Laurel Ave, Unit C		NONE	No	Y												630 sf 2-bed detached ADU
296-321-18	144 Delphia Ave, Unit B		NONE	No	Y												796 sf 2-bed detached ADU
293-412-20	354 S Puente St, Unit B		NONE	No	Y												734 sf 2-bed attached ADU
304-192-11	1321 Denise Ct		NONE	No	Y												700 sf 1-bed detached ADU
284-313-18	325 Cherry St, Unit B		NONE	No	Y												580 sf 1-bed attached ADU
284-352-01	424 Locust St, Unit D		NONE	No	Y												800 sf 2-bed detached ADU
284-352-01	424 Locust St, Unit B		NONE	No	Y												465 sf 1-bed JADU
304-181-25	1476 Alta Mesa Way, Unit B		NONE	No	Y												1200 sf 3-bed detached ADU
284-373-28	1120 E Elm St		NONE	No	Y												798 sf 2-bed attached ADU
284-291-01	701 Lantana Ave, Unit B		NONE	No	Y												469 sf studio attached ADU
336-213-04	3170 E Elm St, Unit B		NONE	No	Y												555 sf 1-bed attached ADU
284-191-30	428 Pine Ave, Unit B		NONE	No	Y												672 sf 1-bed detached ADU
293-423-04	333 Catalpa Ave, Unit B		NONE	No	Y												403 sf 1-bed detached ADU
293-431-43	815 Lime St, Unit B		NONE	No	Y												400 sf 1-bed JADU
336-213-08	3220 E Elm St, Unit B		NONE	No	Y												425 sf 1-bed JADU
284-342-08	534 S Laurel Ave		NONE	No	Y												1056 sf 2-bed detached ADU
319-063-14	689 Buttonwood Dr, Unit B		NONE	No	Y												522 sf 1-bed attached ADU
319-263-34	601 Willow Dr		NONE	No	Y												360 sf 1-bed attached ADU
336-212-12	3374 Greenleaf Dr, Unit B		NONE	No	Y												748 sf 2-bed detached ADU
284-221-13	341 E Date St		NONE	No	Y												800 sf 2-bed attached ADU

Jurisdiction	Brea	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.

Please contact HCD if your data is different than the material supplied here

Table B
Regional Housing Needs Allocation Progress
Permitted Units Issued by Affordability

		1	Projection Period	2									3	4
Income Level		**RHNA Allocation by Income Level**	**Projection Period - 06/30/2021-10/14/2021**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total Units to Date (all years)**	**Total Remaining RHNA by Income Level**
Acutely Low	Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Extremely Low	Deed Restricted	-	-	-	-	-	-	38	-	-	-	-	38	-
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Very Low	Deed Restricted	669	-	-	-	-	-	-	-	-	-	-	**38**	**631**
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Low	Deed Restricted	393	-	-	-	-	-	-	-	-	-	-	**-**	**393**
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Moderate	Deed Restricted	403	-	-	-	-	-	-	-	-	-	-	**3**	**400**
	Non-Deed Restricted		-	-	-	-	3	-	-	-	-	-		
Above Moderate		900	2	1	7	15	9	30	-	-	-	-	**64**	**836**
Total RHNA		**2,365**												
Total Units			**2**	**1**	**7**	**15**	**12**	**68**	**-**	**-**	**-**	**-**	**105**	**2,260**

*For years prior to 2025, Acutely Low-Income units are reported within the Extremely Low-Income category

*For jurisdictions that received RHNA determinations for the current cycle prior to the passage of AB 3093 (September 19, 2024):
- You were not allocated Acutely Low-Income and Extremely Low-Income RHNA targets, therefore the allocations in Field 1 are listed as "0"
  - If you wish to set your own targets in these income categories for informational purposes, contact HCD staff at apr@hcd.ca.gov.
- All Acutely Low-Income and Extremely Low-Income units reported during the cycle are counted towards Very-Low Income RHNA progress

*For years prior to 2025, data on deed-restricted vs. non-deed restricted Extremely Low-Income units is approximated from whether the projects reported any deed-restricted Very Low-Income Units. If you wish to edit this historical data for accuracy or have any questions about the data, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

Jurisdiction	Brea	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table C

Sites Identified or Rezoned to Accommodate Shortfall Housing Need and No Net-Loss Law

Project Identifier				Date of Rezone	RHNA Shortfall by Household Income Category				Rezone Type	Sites Description							
1				2	3				4	5	6	7	8		9	10	11
APN	Street Address	Project Name+	Local Jurisdiction Tracking ID+	Date of Rezone	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Rezone Type	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant	Description of Existing Uses
Summary Row: Start Data Entry Below																	

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Housing Element Implementation

Jurisdiction	Brea	
Reporting Year	2025	(Jan. 1 - Dec. 31)

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4	5	6	7	8	9
Name of Program	**Objective**	**Projected Completion Date in Housing Element**	**Applicable Cycle**	**Status of Program Implementation**	**Program Implementation Details**	**Quantified Outcomes: Category**	**Quantified Outcomes: Count**	**Supporting Documents**
1. Single-Family Rehabiliation Program	Continue to provide rehabilitation loans and grants to qualified lower income homeowners. The objective is to issue 12-15 loans and grants annually, dependent upon funding levels.	Ongoing	6th Cycle	Continuous	The quantified outcome for this program is 12-15 loans and grants issued annually. In 2025, three grants and one loan were issued to low-income Brea homeowners for the rehabilitation/repair of their homes through the administration of Community Development Block Grant programs.	Other	4	
1. Single-Family Rehabiliation Program	Starting in 2023, conduct targeted outreach in identified Low and Moderate Resource Census Tracts, utilizing the Housing Conditions Survey and Code Enforcement information to further target assistance.	Ongoing	6th Cycle	Continuous	The City continues to make efforts to conduct outreach in Low and Moderate Resource Census Tracts.	Other		
2. Multi-Family Acquisition and Rehabilitation	Identify apartments in need of rehabilitation, and reach out to non-profit housing providers at least twice during the planning period to identify potential opportunities in low and moderate resource neighborhoods and to secure funds to acquire and rehabilitate the units and provide as long-term affordable housing.	2029	6th Cycle	In Progress	The City continues to make efforts to identify apartments in need of rehabilitation (especially for long-term affordable rental housing), with the goal of reaching out to non-profit housing providers at least twice during the planning period.	Meetings		
2. Multi-Family Acquisition and Rehabilitation	Seek to achieve at least two projects during the planning period.	2029	6th Cycle	In Progress	The City continues to seek opportunities for rehabilitation projects with the goal of achieving at least two projects during the planning period.	Other		
2. Multi-Family Acquisition and Rehabilitation	Conduct study sessions with Jamboree Housing to refine the scope for Walnut Village Apartments (2022), process development entitlements and begin substantial rehabilitation of the project's 47 units (2023), thereby contributing to revitalization within a moderate resource neighborhood.	2023	6th Cycle	Completed	The City conducted study sessions with Jamboree Housing in 2021 and 2022, but the Walnut Village Apartments project did not progress forward. One of the properties of the proposed project would later receive entitlement approval for 32 units through the South Brea Townhomes Project.	Meetings		
3. Preservation of Assisted Housing	Contact property owners of at-risk projects to initiate preservation discussions within 3 years of expiration and monitor adherence to tenant noticing requirements. Based on the outcome of these discussions, the City will: 1) provide preservation incentives to owners; 2) work with priority purchasers and qualified entities; and 3) coordinate technical assistance and education to affected tenants. Financial assistance may include Successor Agency Funds, Housing Trust Funds, HOME, CDBG, and State preservation funds to incentivize owners to maintain affordable rents, or in the case of transfer of ownership to a non-profit, assistance in property acquisition and rehabilitation. Incorporate strategies for managing the City's affordable housing inventory and specific time frames for required tenant noticing in the new Affordable Housing Implementation Guide (refer to Program #7).	Ongoing	6th Cycle	Continuous	The City continues to make efforts to to contact owners of at-risk projects to initiate preservation discussions within 3 years of expiration. The City continues to seek to preserve existing affordable rental stock at-risk of conversion to market rents	Other		
4. Section 8 Rental Assistance Program	The City's objective is to continue current levels of Section 8 rental assistance, to direct eligible households to the County program and, as necessary, assist households in completing their Section 8 application. City staff will contact owners of the major apartment complexes in town twice during the planning period (2022 and 2025) to inquire whether they participate in the Section 8 program, encourage them to register with Orange County Housing Authority, and inform them of the availability of special rental vouchers for Veterans.	2025	6th Cycle	Continuous	The City continues to partner with the County of Orange to share information about the Section 8 Rental Assistance wait list re-opening.	Meetings		
5. Affordable Housing Ordinance	Review and update the Affordable Housing Ordinance (2022) to enhance the effectiveness in producing affordable housing, especially for lower income households.	2022	6th Cycle	Completed	On August 15, 2023, Brea City Council adopted Ordinance No. 1242, an Ordinance of the City of Brea updating the Affordable Housing Ordinance. The City continues to implement its updated affordable housing ordinance which includes a lower unit count trigger and sliding scale of affordability, providing affordable units to Extremely Low, Very Low, Low, and Moderate-Income households.	Other		https://weblink.cityofbrea.net/WebLink/DocView.aspx?id=154303&dbid=0&repo=BREA-DOCS
6. Density Bonus Incentives	Update density bonus provisions in the Development Code to align with State law and the updated Affordable Housing Ordinance.	2025	6th Cycle	Completed	The City continues to implement its updated affordable housing ordinance which includes State Density Bonus provisions. On May 20, 2025, Brea City Council adopted Ordinance No. 1259, an Ordinance amending the Zoning Code to codify State Density Bonus Law.	Other		https://weblink.cityofbrea.net/WebLink/DocView.aspx?id=154303&dbid=0&repo=BREA-DOCS

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4	5	6	7	8	9
Name of Program	**Objective**	**Projected Completion Date in Housing Element**	**Applicable Cycle**	**Status of Program Implementation**	**Program Implementation Details**	**Quantified Outcomes: Category**	**Quantified Outcomes: Count**	**Supporting Documents**
7. Affordable Housing Development Assistance and Implementation Guide	Conduct outreach to the development community at least every other year to discuss opportunities to increase the supply of affordable housing in Brea, including housing for special needs and extremely low income (ELI) households, and to discuss financial and regulatory incentives available through the City (refer to Program 15 for specific incentives for ELI housing).	Ongoing	6th Cycle	Continuous	The City continues to see opportunities to conduct outreach with the development community regarding affordable housing development.	Meetings		
7. Affordable Housing Development Assistance and Implementation Guide	Develop an Affordable Housing Implementation Guide to help reduce entitlement processing times, preserve existing affordable housing and ensure proper tenant noticing (2022).	2022	6th Cycle	Completed	The City has an Affordable Housing Implementation Guide available on the City website for the development community to serve as a directory for developers interested in creating affordable housing. Benefits of housing incentives are outlined, as well as the City's development flow chart.	Other		https://www.cityofbrea.gov/DocumentCenter/View/17412/Affordable_Housing-Guide_FINAL_020922
8. Land Use Element and Site Inventory	Adopt the zone changes identified in the Housing Element to address a lower income RHNA shortfall by the end of 2022.	2023	6th Cycle	Completed	On December 6, 2022, Brea City Council adopted Ordinance No. 1234, an Ordinance of the City of Brea approving Zone Change No. 2021-01 to amend the Zoning designation of three (3) housing opportunity sites and three (3) aditional potential sites identified in the City's 6th Cycle Housing Element.	Other		https://weblink.cityofbrea.net/WebLink/DocView.aspx?id=148071&dbid=0&repo=BREA-DOCS
8. Land Use Element and Site Inventory	Amend the Zoning Ordinance for by right development on rezone sites addressing a lower income RHNA shortfall and reuse sites from the 5th cycle Housing Element that include a minimum of 20 percent lower income units (2022).	2022	6th Cycle	Completed	On August 15, 2023, Brea City Council adopted Ordinance No. 1242, an Ordinance of the City of Brea amending the Zoning Code for by-right development on rezone sites addressing a lower income RHNA shortfall and reuse sites from the 5th Cycle (Focused Development Sites 1, 2, & 3) that include a minimum of 20 percent lower income units. On December 2, 2025, Brea City Council adopted Ordinance No. 1269, an Ordinance of the City of Brea amending the Zoning Code to codify the aforementioned requirements to apply to all Focused Development Sites. The City continues to maintain a current inventory of residential/mixed-use sites (Housing Opportunity Sites).	Other		https://weblink.cityofbrea.net/WebLink/DocView.aspx?id=216355&dbid=0&repo=BREA-DOCS
8. Land Use Element and Site Inventory	Maintain an inventory of potential residential and mixed-use sites to provide to developers in conjunction with information on available development incentives for development of affordable units.	Ongoing	6th Cycle	Continuous	The City provides information about Housing Opportunity Sites available for affordable housing development as a GIS layer on the City's online GIS map which is available for developers and community members to view.	Other		https://brea.maps.arcgis.com/apps/webappviewer/index.html?id=967089d28e684749b5f18ce65ef7e198
8a. Lot Consolidation Program	Conduct outreach to property owners and adopt Lot Consolidation Ordinance within two years of Housing Element adoption.	2025	6th Cycle	Completed	The City conducted outreach in 2025 regarding amendments to the existing Lot Consolidation Incentive Program to codify incentives for Housing Element sites. A survey was sent out in late 2024 to property owners of Housing Opportunity Sites to elicit feedback and identify incentives that property owners could utilize to facilitate lot consolidation of properties into larger development sites for future residential development. The survey responses were evaluated and used to update the Lot Consolidation Incentive Program in 2025, adding new incentives to increase the maximum allowed lot coverage, increase the maximum allowed height, and defer impact and permit fees.	Other		https://weblink.cityofbrea.net/WebLink/DocView.aspx?id=216355&dbid=0&repo=BREA-DOCS
8a. Lot Consolidation Program	Conduct a mid-cycle review in 2025 to evaluate the success of the program and make modifications as necessary within one year to promote housing on small sites.	2025	6th Cycle	In Progress	The Lot Consolidation Incentive Program was updated in 2025, City staff will conduct an ongoing review of the updated program as the program is utilized.	Other		
8b. Replacement Housing Program	Update the Municipal Code to specify replacement housing requirements on nonvacant sites consistent with Government Code 65583.2(g)(3).	2023	6th Cycle	Completed	The City continues to implement the updated affordable housing ordinance (Ordinance No. 1242) which includes guidance specifying that any residential project that results in the displacement of existing affordable units shall be required to replace each displaced affordable unit at the same or greater level of affordability of the existing unit, in addition to providing the number of affordable units required by the Affordable Housing Ordinance.	Other		https://weblink.cityofbrea.net/WebLink/DocView.aspx?id=154303&dbid=0&repo=BREA-DOCS

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4	5	6	7	8	9
Name of Program	**Objective**	**Projected Completion Date in Housing Element**	**Applicable Cycle**	**Status of Program Implementation**	**Program Implementation Details**	**Quantified Outcomes: Category**	**Quantified Outcomes: Count**	**Supporting Documents**
9. Brea Core Plan	Develop and adopt the Brea Core Specific Plan, including establishing an Overlay to focus higher densities in the downtown Brea Core. Research modified standards utilized in other jurisdictions to facilitate office-to-residential conversions, including the cities of Los Angeles, Long Beach, Santa Ana and San Diego, and incorporate into the Plan.	2025	6th Cycle	In Progress	The City initiated the process of developing the Brea Core Specific Plan in early 2024. This work effort is underway alongside the focused General Plan Update. This work program is expected to be completed by summer 2026.	Other		https://brea.generalplan.org/documents-maps
9. Brea Core Plan	Conduct a mid-cycle review (2025) to evaluate the success of the Brea Core Plan and make modifications as necessary by 2026 to facilitate higher density development.	2025	6th Cycle	In Progress	The Brea Core Plan is anticipated to be approved in 2026, City staff will review and evaluate the success of the Plan in future years once the Plan has been approved.	Other		
10. Accessory Dwelling Units	Adopt ADU Design Guidelines by 2022 to facilitate the production of an average of 16 ADUs per year.	2022	6th Cycle	Completed	On August 15, 2023, Brea City Council adopted Ordinance No. 1242, an Ordinance of the City of Brea amending the Zoning Code to adopt a new chapter in the Brea City Code for ADU regulations, Chapter 20.52 - Accessory Dwelling Units. The City continues to promote the development of Accessory Dwelling Units (ADU) as a form of multi-generational and affordable housing. In 2025, 25 building permits were issued for ADUs in the City.	Units	25	https://weblink.cityofbrea.net/WebLink/DocView.aspx?id=154303&dbid=0&repo=BREA-DOCS
10. Accessory Dwelling Units	Initiate a marketing program for homeowners on the benefits of ADUs and the availability of funds to support development.	2023	6th Cycle	Completed	An ADU Design Guide with information about the benefits of ADUs was created and published on the City website in June 2024.	Other		https://www.cityofbrea.gov/DocumentCenter/View/15151/ADU-Design-Handout-PDF?bidId=
10. Accessory Dwelling Units	Explore a program to provide ADU funding assistance to homeowners that provide affordability covenants.	2023	6th Cycle	In Progress	The City will continue to explore opportunities to provide ADU funding assistance to homeowners in the community.	Other		
10. Accessory Dwelling Units	Annually monitor ADU production as part of the Annual Performance Report (APR) on the Housing Element.	Ongoing	6th Cycle	Continuous	The City continues to annually monitor ADU production as part of the Housing Element Annual Performance Report (APR).	Units		
10. Accessory Dwelling Units	Conduct reviews in 2024, 2026 and 2028 to evaluate if ADU production and affordability levels are being achieved, and if falling short, ensure adequate sites are available to address the lower income RHNA or commit to rezoning additional sites (as necessary) within one year to offset any shortfall.	2029	6th Cycle	In Progress	The City will be conducting a review in 2026 to evaluate ADU production and affordability levels at this point within the planning period.	Units		
10. Accessory Dwelling Units	Work with HCD's ADU Ordinance Team to make any necessary amendments to the Ordinance which may be in conflict with state requirements (2022).	Ongoing	6th Cycle	Continuous	The City will continue to work with HCD's ADU Ordinance team as necessary to ensure compliance with state requirements.	Other		
11. Publicly-Owned Land for Affordable Housing	Contact property owners in Sites #1 and #14 to discuss opportunities for lot consolidation (2023). Issue a Request for Proposal for development on the two City-owned parcels (2024).	2024	6th Cycle	Completed	In June 2024, the City of Brea and Jamboree Housing Corporation executed a Disposition, Development, and Loan Agreement for a permanent supportive affordable housing project at 323 North Brea Boulevard. This project will serve 38 Extremely Low-Income households. In December 2025, the City of Brea and Jamboree executed a ground lease granting Jamboree site control over 323 North Brea Boulevard for future construction activities.	Other		
11. Publicly-Owned Land for Affordable Housing	Modify the City's zoning regulations to conditionally allow residential uses in the P-F zone (2024).	2024	6th Cycle	Completed	On August 15, 2023, Brea City Council adopted Ordinance No. 1242, an Ordinance of the City of Brea amending the Zoning Code to conditionally allow residential uses in the P-F zone.	Other		https://weblink.cityofbrea.net/WebLink/DocView.aspx?id=154303&dbid=0&repo=BREA-DOCS
12. Annexation of Sphere of Influence	Adopt the Brea 265 Specific Plan and annex the associated Area Energy property in 2022. Should the annexation not be completed by this date, re-evaluate the Housing Element sites inventory and rezone additional sites as necessary within one year to maintain adequate sites to address the City's RHNA.	2022	6th Cycle	Completed	On August 16, 2022, Brea City Council adopted Ordinance No. 1229, an Ordinance approving Zone Change No. 2022-01 for the Brea 265 Specific Plan identified in the City's 6th Cycle Housing Element. The annexation of the subject property was recorded November 10, 2022.	Other		https://cityofbrea.gov/DocumentCenter/View/13853/BREA-265-SPECIFIC-PLAN
13. Objective Development Standards and Administrative Approval Process	Establish objective development standards and ministerial processing procedures to streamline the housing review process, including an SB 35 checklist (2022).	2022	6th Cycle	Completed	On February 1, 2022, Brea City Council adopted Ordinance No. 1223, an Ordinance approving Zoning Ordinance Text Amendment No. 2021-02, to amend Title 20, Chapter 20.260 of Brea City Code regulating the PD (Precise Development) Zone within the City of Brea to facilitate housing by replacing the Precise Development Review with an Administrative Plan Review process for permitted by-right code compliant housing development. This ZOTA was funded by the SB 2 PGP, with the purpose of facilitating housing development and streamlining the review process for by-right, code compliant, housing development.	Other		https://weblink.cityofbrea.net/WebLink/DocView.aspx?id=144333&dbid=0&repo=BREA-DOCS

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4	5	6	7	8	9
Name of Program	**Objective**	**Projected Completion Date in Housing Element**	**Applicable Cycle**	**Status of Program Implementation**	**Program Implementation Details**	**Quantified Outcomes: Category**	**Quantified Outcomes: Count**	**Supporting Documents**
14. Updated Parking Standards	Update and streamline the City's parking standards to enhance development feasibility.	2022	6th Cycle	Completed	On November 2, 2021, Brea City Council adopted Ordinance No. 1222, an Ordinance approving Zoning Ordinance Text Amendment No. 2021-01, to amend Title 20, Chapter 20.08 of Brea City Code regulation exceptions and modifications to the minimum off-street parking requirements for multi-family residential development within the City of Brea. This ZOTA was funded by the SB 2 PGP, with the purpose of updating parking standards to meet the contemporary needs of multi-family development and remove the public hearing review requirements for multi-family residential projects seeking an off-street parking modification.	Other		https://weblink.cityofbrea.net/WebLink/DocView.aspx?id=142609&dbid=0&repo=BREA-DOCS
15. Zoning Text Amendments for Special Needs Housing	Amend the Zoning Ordinance by 2022 to facilitate housing for Brea's special needs and extremely low income (ELI) populations.	2023	6th Cycle	Completed	On August 15, 2023, Brea City Council adopted Ordinance Nos. 1241 and 1242, approving Zone Change Nos. 2023-01 and 2023-02 to create a permitted land use table allowing small state licensed RCF as permitted by right in MU zones, small employee housing as permitted by right in R zones, and specific incentives for projects with ELI units. Zone Change No. 2023-01 also revised standards for emergency shelters to align with State law.	Other		https://weblink.cityofbrea.net/WebLink/DocView.aspx?id=154303&dbid=0&repo=BREA-DOCS&cr=1
15. Zoning Text Amendments for Special Needs Housing	Assist Jamboree Housing in securing funds for Walnut Village and incorporating ELI units into the project (2022).	2022	6th Cycle	Completed	The Walnut Village Rehabilitation Project did not proceed forward, however City staff did pursue funding for a CalOptima Health grant of six million dollars to be utilized for a permanent supportive housing project. The grant was accepted in November 2023 and is being utilized as part of the Jamboree Permanent Supporting Housing Project which proposes 38 extremely low-income units. The Project was approved in September 2025 and building permits for the project were issued in December 2025.	Other		
16. CEQA Exemptions for Infill Projects	Continue to utilize categorical exemptions under CEQA on a case-by-case basis as appropriate based on the facts and circumstances of individual residential and mixed-use infill development projects.	Ongoing	6th Cycle	Continuous	The City continues to utilize appropriate CEQA exemptions for qualified urban infill and other qualifying residential projects.	Other		
17. Fair Housing Program / Affirmatively Furthering Fair Housing (AFFH)	Further fair housing practices in the community.	Ongoing	6th Cycle	Continuous	The City continues to further Fair Housing Practices in the community by providing fair housing outreach and educational information to the public through the public counter, one-on-one appointments and on the website.	Other		
18. Housing Accessibility	Provide "priority points" in Brea's affordable housing programs for persons with documented disabilities.	Ongoing	6th Cycle	Continuous	The City continues to expand accessible housing options to persons living with disabilities by including conditions of approval for Universal Design in all new developments.	Other		
18. Housing Accessibility	Develop written procedures for reasonable accommodation requests with respect to zoning, permit processing, and building laws. Procedures will specify who may request an accommodation, time frame for decision making, and modification provisions.	Ongoing	6th Cycle	In Progress	The City is in the process of evaluating existing written procedures for reasonable accommodation.	Other		
18. Housing Accessibility	Continue to adopt accessibility updates to building and housing codes.	Ongoing	6th Cycle	Continuous	The City continues to adopt accessibility updates to building and housing codes as needed and as directed by legislative updates.	Other		
18. Housing Accessibility	Provide rehabilitation grants to income-qualified households for accessibility improvements.	Ongoing	6th Cycle	Continuous	The City will provide rehabilitation grants to income-qualified households for accessibility improvements as opportunities are presented.	Other		
19. Senior Housing Opportunities	Continue to actively pursue opportunities to expand housing choice for the growing number of senior citizens in the community.	Ongoing	6th Cycle	Continuous	The City supports a range of housing options to address the diverse needs of Brea's growing senior population. The City continues to conduct outreach with the senior population to ensure their voices are heard. On August 19, 2025, the City Council approved the Mercury Senior Apartments Project. The Project will provide 85 multi-family units as part of a 100-percent affordable senior living housing project. The approval included an Affordable Housing Agreement, Loan Agreement, and Density Bonus Agreement. The project is expected to begin the plan check review process in 2026.	Other		
20. Housing Opportunities for Persons Living with Developmental Disabilities	Continue to support a variety of housing types to help address the needs of persons with developmental disabilities, and work in cooperation with the OCRC to publicize information on available resources for housing and services.	Ongoing	6th Cycle	Continuous	The City continues to support a range of housing options for persons with developmental disabilities by working in cooperation with the OCRC to publicize information on available resources for housing and services.	Other		
20. Housing Opportunities for Persons Living with Developmental Disabilities	Pursue State and Federal funds available for supportive housing and services in future affordable housing projects, beginning with the Walnut Village acquisition/rehab project being spearheaded by Jamboree Housing (2022).	2022	6th Cycle	Completed	The Walnut Village Rehabilitation Project did not proceed forward, however City staff did pursue funding for a CalOptima Health grant of six million dollars to be utilized for a permanent supportive housing project. The grant was accepted in November 2023 and is being utilized as part of the Jamboree Permanent Supporting Housing Project. The Project was approved in September 2025 and building permits for the project were issued in December 2025.	Other		

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4	5	6	7	8	9
Name of Program	**Objective**	**Projected Completion Date in Housing Element**	**Applicable Cycle**	**Status of Program Implementation**	**Program Implementation Details**	**Quantified Outcomes: Category**	**Quantified Outcomes: Count**	**Supporting Documents**
20. Housing Opportunities for Persons Living with Developmental Disabilities	Outreach to the development community at least every other year to discuss opportunities to increase the supply of affordable housing in Brea, including housing for special needs and extremely low income (ELI) households, and to discuss financial and regulatory incentives available through the City.	Ongoing	6th Cycle	Continuous	The City continues to seek opportunities to outreach to the development community to discuss opportunities to increase the affordable housing supply in the community.	Meetings		
21. Veteran and Homeless Assistance	Promote housing and supportive services for veterans and homeless by: 1) partnering with housing and service agencies through the Family Resource Center; 2) supporting North County Navigation Centers in providing shelter and services to the homeless; and 3) providing street outreach through the Homeless Liaison Officer and volunteers.	Ongoing	6th Cycle	Continuous	The City continues to support housing and supportive services for veterans and persons experiencing homelessness by promoting housing and supportive services for veterans by partnering with housing and service agencies through the Brea Resources Center, supporting North County Navigation Centers in providing shelter and services to the homeless; and providing street outreach through the HOPE Center.	Other		
22. Prioritization of Sustainable Housing Projects	Prioritize projects competing for funds and grants that are within a quarter to half mile radius of transit stops, have a large number of amenities within a half mile radius, and/or have a higher walk score.	Ongoing	6th Cycle	Continuous	The City continues to prioritize projects competing for funds and grants that are within a quarter to half mile radius of transit stops, have a large number of amenities within a half mile radius, and/or have a higher walk score.	Other		
23. Green Building	Encourage developers to exceed the CALGREEN code to provide solar, bike amenities and EV (electric vehicle) charging stations.	Ongoing	6th Cycle	Continuous	The City continues to provide outreach and education to developers, architects and residents on the CALGREEN code and ways to incorporate sustainability in project design. The updated code includes changes that will positively affect the energy code requirements and improve the design for residential energy consumption.	Other		
24. Energy Conservation	Implement actions for clean energy and energy efficiency.	Ongoing	6th Cycle	Continuous	The City continues to evaluate and implement activities to support clean energy and energy efficiency solutions in Brea's Housing.	Other		
25. Healthy Communities	Support a built environment that encourages physical activity and reduces automobile travel. Provide recreation services, programs, activities, and opportunities that are responsive to the needs and interests of the community, especially disadvantaged communities (Community Services Policy 2.2), including improvements to AroVista Park and Brea Skate Park in southwestern Brea.	Ongoing	6th Cycle	In Progress	The City completed the Active Transportation Plan in 2020 to further augment Phase One of the Brea Core Plan, promoting healthy living and physical activity and is making progress to move towards Phase Two. Phase Two will include land use planning efforts with full community engagement (Brea Core Specific Plan). The focused General Plan Update is currently underway and is expected to be completed by summer 2026.	Other		
25. Healthy Communities	Promote healthy families by providing services through the Brea Resource Center, including counseling, parenting classes, English classes, job search assistance, support groups and social service agency referrals.	Ongoing	6th Cycle	Continuous	The Brea Resource Center continues to provide services that promote healthy families in the community.	Other		

Jurisdiction	Brea	
Reporting Period	2025	(Jan. 1 - Dec. 31)
Planning	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table E

Commercial Development Bonus Approved pursuant to GC Section 65915.7

Project Identifier				Units Constructed as Part of Agreement				Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
1				2				3	4
APN	Street Address	Project Name+	Local Jurisdiction Tracking ID+	Very Low Income	Low Income	Moderate Income	Above Moderate Income	Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
Summary Row: Start Data Entry Below									

Jurisdiction	Brea	
Reporting Period	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F

Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

Activity Type	Units that Do Not Count Towards RHNA+ Listed for Informational Purposes Only				Units that Count Towards RHNA + Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1+. For detailed reporting requirements, see the chcklist here:
	Extremely Low-Income+	Very Low-Income+	Low-Income+	TOTAL UNITS+	Extremely Low-Income+	Very Low-Income+	Low-Income+	TOTAL UNITS+	https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

Jurisdiction	Brea	
Reporting Period	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F2

Above Moderate Income Units Converted to Moderate Income Pursuant to Government Code section 65400.2

For up to 25 percent of a jurisdiction's moderate-income regional housing need allocation, the planning agency may include the number of units in an existing multifamily building that were converted to deed-restricted rental housing for moderate-income households by the imposition of affordability covenants and restrictions for the unit. Before adding information to this table, please ensure housing developments meet the requirements described in Government Code 65400.2(b).

Project Identifier					Unit Types		Affordability by Household Incomes After Conversion							Units credited toward Moderate Income RHNA		Notes
1					2	3	4							5		6
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (2 to 4,5+)	Tenure R=Renter	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total Moderate Income Units Converted from Above Moderate	Date Converted	Notes
Summary Row: Start Data Entry Below							0	0	0	0	0	0	0	0		

Jurisdiction	Brea	
Reporting Period	2025	(Jan. 1 - Dec. 31)
Period	6th Cycle	10/15/2021 - 10/15/2029

NOTE: This table must only be filled out if the housing element sites inventory contains a site which is or was owned by the reporting jurisdiction, and has been sold, leased, or otherwise disposed of during the reporting

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Table G
Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of

Project Identifier						
1				2	3	4
APN	**Street Address**	**Project Name+**	**Local Jurisdiction Tracking ID+**	**Realistic Capacity Identified in the Housing Element**	**Entity to whom the site transferred**	**Intended Use for Site**
Summary Row: Start Data Entry Below						

Jurisdiction	Brea	
Reporting Period	2025	(Jan. 1 - Dec. 31)

NOTE: This table must contain an inventory of ALL surplus/excess lands the reporting jurisdiction owns

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Table H
Locally Owned Surplus Sites

Parcel Identifier				Designation	Size	Notes
1	2	3	4	5	6	7
APN	**Street Address/Intersection**	**Existing Use**	**Number of Units**	**Surplus Designation**	**Parcel Size (in acres)**	**Notes**
Summary Row: Start Data Entry Below						
296-301-02	323 N. Brea Boulevard	Vacant		Exempt Surplus Land	0.44	A private affordable housing developer (Jamboree), in partnership with the City, has been approved to build a new permanent supportive housing development with 38 extremely low-income units and 1 manager unit. Building permits for the project were issued at the end of 2025.

Jurisdiction	Brea	
Reporting Period	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

NOTE: STUDENT HOUSING WITH DENSITY BONUS ONLY. This table only needs to be completed if there were student housing projects WITH a density bonus approved pursuant to Government Code65915(b)(1)(F)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note:

Cells in grey

Table J

Student housing development for lower income students for which was granted a density bonus pursuant to subparagraph (F) of paragraph (1) of subdivision (b) of

Project Identifier				Project Type	Date	Units (Beds/Student Capacity) Approved						
1				2	3	4						
APN	**Street Address**	**Project Name+**	**Local Jurisdiction Tracking ID+**	**Unit Category** (SH - Student Housing)	**Date**	**Very Low-Income Deed Restricted**	**Very Low-Income Non Deed Restricted**	**Low- Income Deed Restricted**	**Low- Income Non Deed Restricted**	**Moderate-Income Deed Restricted**	**Moderate-Income Non Deed Restricted**	**Above Moderate-Income**
Summary Row: Start Data Entry Below												

Jurisdiction	Brea	
Reporting Period	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Table K
Tenant Preference Policy

Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.

Does the Jurisdiction have a local tenant preference policy?	No
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage containing authorizing local ordinance and supporting materials.	
Notes	

Jurisdiction	Brea	
Reporting Period	2025	(Jan. 1 - Dec. 31)

NOTE: This table needs to be completed with any sites within your jurisdiction that were newly added to a National, State, or Local register of historic places within the reporting year. If none, leave blank.

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Table L
Historical Resources

Parcel Identifier		Designation				Size	Notes
1		2				3	4
APN	**Street Address/Intersection**	**Date of Designation**	**Designation Level**	**Historic Site Period**	**Areas of Significance**	**Parcel Size (in acres)**	**Notes**
Summary Row:							

Jurisdiction	Brea	
Reporting Year	2025	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Local Early Action Planning (LEAP) Reporting
(CCR Title 25 §6202)

Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.

Total Award Amount	$ -

Total award amount is auto-populated based on amounts entered in rows 15-26.

Task	$ Amount Awarded	$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement Issued by Affordability Summary		
Income Level		**Current Year**
Acutely Low	Deed Restricted	0
	Non-Deed Restricted	0
Extremely Low	Deed Restricted	54
	Non-Deed Restricted	0
Very Low	Deed Restricted	9
	Non-Deed Restricted	0
Low	Deed Restricted	65
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		295
Total Units		**423**

Building Permits Issued by Affordability Summary		
Income Level		**Current Year**
Acutely Low	Deed Restricted	0
	Non-Deed Restricted	0
Extremely Low	Deed Restricted	38
	Non-Deed Restricted	0
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		30
Total Units		**68**

Certificate of Occupancy Issued by Affordability Summary		
Income Level		**Current Year**
Acutely Low	Deed Restricted	0
	Non-Deed Restricted	0
Extremely Low	Deed Restricted	0
	Non-Deed Restricted	0
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		12
Total Units		**12**

EXHIBIT E

HOUSING SUCCESSOR ANNUAL REPORT
REGARDING THE
LOW AND MODERATE INCOME HOUSING ASSET FUND
FOR FISCAL YEAR 2024-25
PURSUANT TO
CALIFORNIA HEALTH AND SAFETY CODE SECTION 34176.1(f)
FOR THE
CITY OF BREA

This Housing Successor Annual Report (Report) regarding the Low and Moderate Income Housing Asset Fund (LMIHAF) has been prepared pursuant to California Health and Safety Code Section 34176.1(f). This Report sets forth certain details of the CITY OF BREA (Housing Successor) activities during Fiscal Year 2024-25. The purpose of this Report is to provide the governing body of the Housing Successor an annual report on the housing assets and activities of the Housing Successor under Part 1.85, Division 24 of the California Health and Safety Code, in particular sections 34176 and 34176.1 (Dissolution Law).

The following Report is based on information prepared by Housing Successor staff and information contained within the independent financial audit of the Low and Moderate Income Housing Asset Fund of the City of Brea for Fiscal Year 2024-25, conducted by LSL, LLP. This audit is separate from this annual summary report; additionally, this report conforms to and is organized into sections I through XI, inclusive, pursuant to Section 34176.1(f) of the Dissolution Law:

I. **Amount received by the City pursuant to subparagraph (A) of paragraph (3) of subdivision (b) of Section 34191.4:** This section provides the amount of funds received from the repayment of Loan Agreements between the City and the former redevelopment agency.

II. **Amount Deposited into LMIHAF:** This section provides the total amount of funds deposited into the LMIHAF during the Fiscal Year. Any amounts deposited for items deposited pursuant to subparagraphs (B) and (C) of paragraph (3) of subdivision (b) of Section 34191.4 or amounts deposited for other items listed on the Recognized Obligation Payment Schedule (ROPS) must be distinguished from the other amounts deposited.

III. **Ending Balance of LMIHAF:** This section provides a statement of the balance in the LMIHAF as of the close of the Fiscal Year. Any amounts deposited for items listed on the ROPS must be distinguished from the other amounts deposited**.**

IV. **Description of Expenditures from LMIHAF:** This section provides a description of the expenditures made from the LMIHAF during the Fiscal Year. The expenditures are to be categorized.

V. **Statutory Value of Assets Owned by Housing Successor:** This section provides the statutory value of real property owned by the Housing Successor, the value of loans and grants receivables, and the sum of these two amounts.

VI. **Description of Transfers:** This section describes transfers, if any, to another housing successor agency made in previous Fiscal Year(s), including whether the funds are unencumbered and the status of projects, if any, for which the transferred LMIHAF will be used. The sole purpose of the transfers must be for the development of transit priority projects, permanent supportive housing, housing for agricultural employees or special needs housing.

VII. **Project Descriptions:** This section describes any project for which the Housing Successor receives or holds property tax revenue pursuant to the ROPS and the status of that project.

VIII. **Status of Compliance with Section 33334.16:** This section provides a status update on compliance with Section 33334.16 for interests in real property acquired by the former redevelopment agency prior to February 1, 2012. For interests in real property acquired on or after February 1, 2012, a status update is provided.

IX. **Description of Outstanding Obligations under Section 33413:** This section describes the outstanding inclusionary and replacement housing obligations, if any, under Section 33413 that remained outstanding prior to dissolution of the former redevelopment agency as of February 1, 2012 along with the Housing Successor's progress in meeting those prior obligations, if any, of the former redevelopment agency and how the Housing Successor's plans to meet unmet obligations, if any.

X. **Income Test:** This section provides the information required by Section 34176.1(a)(3)(B), or a description of expenditures by income restriction for a five-year period, with the time period beginning July 1, 2025, and whether the statutory thresholds have been met.

XI. **Senior Housing Test:** This section provides the percentage of units of deed-restricted rental housing restricted to seniors and assisted individually or jointly by the Housing Successor, its former redevelopment Agency, and its host jurisdiction within the previous

10 years in relation to the aggregate number of units of deed-restricted rental housing assisted individually or jointly by the Housing Successor, its former Redevelopment Agency and its host jurisdiction within the same time period. For this Report the ten-year period reviewed is January 1, 2015 to December 31, 2024.

XII. **Excess Surplus Test:** This section provides the amount of excess surplus in the LMIHAF, if any, and the length of time that the Housing Successor has had excess surplus, and the Housing Successor's plan for eliminating the excess surplus.

This Report is available on the City's website at (http://www.ci.brea.ca.us/index.aspx?nid=984).

I. AMOUNT RECEIVED BY THE CITY PURSUANT TO SECTION 34191.4(b)(3)(A)

No amounts have been received by the City during FY 2024-25 pursuant to Section 34191.4(b)(3)(A)

II. AMOUNT DEPOSITED INTO LMIHAF

A total of $415,838 was deposited into the LMIHAF during the fiscal year. Of the total funds deposited into the LMIHAF, no funds were held for items listed on the ROPS.

III. ENDING BALANCE OF LMIHAF

At the close of the fiscal year, the ending balance in the LMIHAF was $19,362,675 as follows, with no funds held for items listed on the ROPS:

Non-spendable:	
Land Held for Resale	$ 800,000
Loans Receivable	14,562,142
Spendable	4,000,533
Total	$19,362,675

IV. DESCRIPTION OF EXPENDITURES FROM LMIHAF

The following is a description of expenditures from the LMIHAF by category:

	Fiscal Year
Monitoring & Administration Expenditures	**$272,768**
Homeless Prevention and Rapid Rehousing Services Expenditures	**$370,295**
Housing Development Expenditures*	
➢ **Expenditures on Low Income Units**	**N/A**
➢ **Expenditures on Very-Low Income Units**	**N/A**
➢ **Expenditures on Extremely-Low Income Units**	**N/A**
➢ **Total Housing Development Expenditures**	**N/A**
Other* **	
Total LMIHAF Expenditures in Fiscal Year	
$643,063	

V. STATUTORY VALUE OF ASSETS OWNED BY HOUSING SUCCESSOR IN LMIHAF

Under the Dissolution Law and for purposes of this Report, the "statutory value of real property" means the value of properties formerly held by the former redevelopment agency as listed on the housing asset transfer schedule approved by the Department of Finance pursuant to Section 34176(a)(2); the value of the properties transferred to the Housing Successor pursuant to Section 34181(f) and the purchase price of property(ies) purchased by the Housing Successor. Further, the value of loans and grants receivable is included in these reported assets held in the LMIHAF.

The following provides the statutory value of assets owned by the Housing Successor.

	As of End of Fiscal Year
Statutory Value of Real Property Owned by Housing Successor	$800,000
Value of Loans and Grants Receivable*	14,562,142
Total Value of Housing Successor Assets	$15,362,142

*Amount reported is net of deferred revenue.

VI. DESCRIPTION OF TRANSFERS

The Housing Successor did not make any LMIHAF transfers to other Housing Successor(s) under Section 34176.1(c)(2) during the Fiscal Year.

VII. PROJECT DESCRIPTIONS

The Housing Successor does not receive or hold property tax revenue pursuant to the ROPS.

VIII. STATUS OF COMPLIANCE WITH SECTION 33334.16

Section 34176.1 provides that Section 33334.16 does not apply to interests in real property acquired by the Housing Successor on or after February 1, 2012; however, this Report presents a status update on the projects related to such real property.

In FY 2017-18, the Housing Successor acquired the property located at 323 North Brea Boulevard for a future affordable housing project. In FY 2023-24, the City of Brea as Housing Successor, entered into a Disposition, Development and Loan Agreement with Jamboree Housing Corporation to develop a 39-unit multi-family affordable housing project. This project is expected to serve 38 Extremely Low-Income households, with one additional unit designated for an on-site manager. Construction is anticipated to begin in Spring of 2026.

With respect to interests in real property acquired by the former redevelopment agency *prior* to February 1, 2012, the time periods described in Section 33334.16 shall be deemed to have commenced on the date that the Department of Finance approved the property as a housing asset in the LMIHAF; thus, as to real property acquired by the former redevelopment agency now held by the Housing Successor in the LMIHAF, the Housing Successor must initiate activities consistent with the development of the real property for the purpose for which it was acquired within five years of the date that DOF approved such property as a housing asset.

> The Housing Successor is not holding any real property acquired by the former redevelopment agency prior to February 1, 2012

IX. DESCRIPTION OF OUTSTANDING OBLIGATIONS PURSUANT TO SECTION 33413

Replacement Housing: According to the 2010-2014 Implementation Plan for the former redevelopment agency, no Section 33413(a) replacement housing obligations were transferred to the Housing Successor. The former redevelopment agency's Implementation Plans are posted on the City's website (http://www.ci.brea.ca.us/documentcenter/view/2045).

Inclusionary/Production Housing. According to the 2010-2014 Implementation Plan for the former redevelopment agency, no Section 33413(b) inclusionary/production housing obligations were transferred to the Housing Successor. The former agency's Implementation Plans are posted on the City's website (http://www.ci.brea.ca.us/documentcenter/view/2045).

X. EXTREMELY-LOW INCOME TEST

Section 34176.1(a)(3)(A) – (C) requires that the Housing Successor use all moneys remaining in its LMIHAF, after paying for administrative expenses; homeless prevention and rapid re-

housing services (Remaining Funds) for the development of affordable housing. The Housing Successor is required to target the Remaining Funds as follows: (i) at least 30% of the funds must be spent for the development of rental housing affordable to and occupied by extremely low income households earning 30% or less of AMI; (ii) no more than 20% of the funds may be spent for the development of housing affordable to and occupied by households earning between 60% and 80% of the AMI, and (iii) the balance of the funds may be spent for the development of housing affordable to and occupied by households earning 60% or less of the AMI.

If the Housing Successor fails to comply with the Extremely-Low Income requirement in any five-year report, then the Housing Successor must ensure that at least 50% of the Remaining Funds in the LMIHAF be expended in each fiscal year following the latest fiscal year following the report for the development of rental housing for households earning 30% or less of AMI until the Housing Successor demonstrates compliance with this requirement. If the Housing Successor fails to comply with the requirement for households earning between 60% and 80% of the AMI in any five-year report, then the Housing Successor may not expend any Remaining Funds for such households until the Housing Successor demonstrates compliance with this requirement.

The following provides the Housing Successor's Extremely-Low Income Test for the five (5) year period of July 1, 2020, through June 30, 2025:

Housing Development Expenditures from the LMIHAF by Income Level Last Five Years				
	Low Income Units (80% or less of AMI)	**Very Low Income Units (60% or less of AMI)**	**Extremely Low Income Units (30% or less of AMI)**	**Total**
FY 2020-21	0	0	0	0
FY 2021-22	0	0	0	0
FY 2022-23	0	0	0	0
FY 2023-24	0	0	0	0
FY 2024-25	0	0	0	0
Total	**0**	**0**	**0**	**0**
% Spent by income level	**0%**	**0%**	**0%**	**0%**
Compliance Met?	**Yes**	**Yes**	**Yes**	

*-Real property acquired in FY 2017-18 was inadvertently not included on the FY 2017-18 annual report. The details of the project have yet to be determined; however, the project will comply with the requirements of Health and Safety Code Section 34176.1(a)(3)(A)

XI. SENIOR HOUSING TEST

The Housing Successor is to calculate the percentage of units of deed-restricted rental housing restricted to seniors and assisted by the Housing Successor, the former redevelopment agency

and/or the City within the previous 10 years in relation to the aggregate number of units of deed-restricted rental housing assisted by the Housing Successor, the former redevelopment agency and/or City within the same time period. If this percentage exceeds 50%, then the Housing Successor cannot expend future funds in the LMIHAF to assist additional senior housing units until the Housing Successor or City assists and construction has commenced on a number of restricted rental units that is equal to 50% of the total amount of deed-restricted rental units.

The following provides the Housing Successor's Senior Housing Test for the 10 year period of January 1, 2015, to December 31, 2024.

Senior Housing Test	1/1/2015 – 12/31/2025
# of Assisted Senior Rental Units	1,580
# of Total Assisted Rental Units	6,799
Senior Housing Percentage	23%

XII. EXCESS SURPLUS TEST

Excess Surplus is defined in Section 34176.1(d) as an unencumbered amount in the account that exceeds the greater of one million dollars ($1,000,000) or the aggregate amount deposited into the account during the Housing Successor's preceding four Fiscal Years, whichever is greater. The LMIHAF does not have an Excess Surplus (see attached calculation).

CITY OF BREA HOUSING SUCCESSOR

COMPUTATION OF HOUSING SUCCESSOR EXCESS/SURPLUS (HSC 34176.1)

	Low and Moderate Housing Funds All Project Areas July 1, 2024		Low and Moderate Housing Funds All Project Areas July 1, 2025	
Opening Fund Balance		**$ 19,581,074**		**$ 19,362,675**
Less Unavailable Amounts:				
Land held for resale	(800,000)		(800,000)	
Loans receivable	(14,692,388)		(14,562,142)	
Housing bonds	(1,894,082)		(1,945,383)	
Total - Unavailable Amounts		(17,386,470)		(17,307,525)
Available Housing Successor Funds		**$ 2,194,604**		**$ 2,055,150**
Limitation on Available Funds (greater of $1,000,000 or four years' deposits)				
Aggregate amount deposited for last four years:				
FY 2024-2025			$ 415,838	
FY 2023-2024	$ 253,946		253,946	
FY 2022-2023	233,149		233,149	
FY 2021-2022	356,501		356,501	
FY 2020-2021	364,769			
Total	**$ 1,208,365**		**$ 1,259,434**	
Base Limitation	**$ 1,000,000**		**$ 1,000,000**	
Limitation on Available Funds		**$ 1,208,365**		**$ 1,259,434**
Computed Excess/Surplus		**$ 986,239**		**$ 795,716**

CITY of BREA

City Council Regular Meeting
Communication
March 3, 2026
Item No. 4C.

Cooperative Agreement with City of Anaheim, Fullerton, & Orange for the State College Boulevard/The City Drive Regional Traffic Signal Synchronization Program Project, CIP No. 7721

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

RECOMMENDATION

Staff recommends that the City Council take the following actions:

1. Approve a Cooperative Agreement with the Cities of Anaheim, Fullerton, and Orange for the State College Boulevard/The City Drive Regional Traffic Signal Synchronization Program (RTSSP) Project; and
2. Authorize the City Manager to execute the Cooperative Agreement and any non-monetary contract amendments and ancillary documents subsequently required to implement the Cooperative Agreement.

BACKGROUND/DISCUSSION

The Orange County Transportation Authority (OCTA) issued a call for projects under the Measure M2 Comprehensive Transportation Funding Program (CTFP) for Fiscal Year (FY) 2025-26. Funding was made available for award on a countywide, competitive basis via the Regional Capacity Program (Project O) for Arterial Capacity Enhancements (ACE), Intersection Capacity Enhancements (ICE), and the Regional Traffic Signal Synchronization Program (Project P). The CTFP is how OCTA administers competitive funding for street and road projects. The City of Anaheim submitted a grant application to OCTA on October 24, 2024, collaborating with the Cities of Brea, Fullerton, Orange, and the California Department of Transportation (Caltrans) for a multiagency traffic signal synchronization project.

The State College Boulevard/The City Drive corridor extends 11.3 miles from Cliffwood Avenue in the City of Brea to Garden Grove Boulevard in the City of Orange. The corridor encompasses 58 signalized intersections controlled by the Cities of Brea, Fullerton, Anaheim, Orange, and Caltrans. Of the 58 traffic signals, Caltrans controls 7, City of Orange 7, Anaheim 21, Fullerton 13, and 10 by the City of Brea. The signalized intersections that are part of the project within the City of Brea are the intersections of State College Boulevard with Cliffwood Avenue, Balsa Avenue, Lambert Road, Avocado Street/The Tracks at Brea, Brea Place North, Brea Mall North, Brea Mall Center, Brea Mall South, Imperial Highway (SR-90), and Elm Street. See Attachment A for a Vicinity Map for reference as to the project location. The project improvements within the City of Brea include new traffic signal cabinets, traffic signal controllers, intelligent transportation system improvements, closed-circuit television (CCTV) installation, network switch installation and upgrades, and improvements to the existing Traffic Management Center (TMC). Overall, the project will optimize traffic signal synchronization timing within each agency along the State College Boulevard/The City Drive corridor.

On December 3, 2024, City Council adopted a Resolution of support for the City of Anaheim in pursuit of the grant application for the FY 2025-26 Measure M2 CTFP. Following the submittal of a successful application package, OCTA awarded funding totaling $4,702,863.50 toward the total improvement cost for the State College Boulevard/The City Drive Corridor RTSSP Project. The total estimated project cost for all agency improvements across the implementation, operations, and maintenance phases is $4,702,863.50, with OCTA M2 funding contributing $3,762,290.80 (80% of the total). Local matches from the Cities of Anaheim, Fullerton, Orange, and Brea will fund the remaining $940,572.70 (20% of the total overall project cost). The project cost for improvements within the City of Brea, including implementation, operations, and maintenance, is $440,242.50, with OCTA M2 funding contributing $352,194.00 (80% of the cost) and the City of Brea providing a required match of $88,048.50 (20% of the cost). All funding for the required City of Brea local matching funds will come from Fund 540, Traffic Impact Fees, and funding has been programmed in the FY 2025-27 Biennial Capital Improvement Program (CIP) Budget.

The Cities of Anaheim, Fullerton, and Orange have coordinated with City of Brea staff to develop a Cooperative Agreement (Attachment B) that identifies the responsibilities and funding for the work associated with the proposed State College Boulevard/The City Drive Corridor RTSSP Project. As part of this agreement, the City of Anaheim will serve as the lead agency for the project's design, construction, and construction management, providing oversight and ensuring compliance with all funding guidelines and federal, state, and OCTA requirements. The City of Brea will be responsible for providing all required documentation and funding commitments for the project implementation within the City of Brea. This agreement has been reviewed as to form by City staff and the City Attorney. City staff recommends that the City Council consider approval of the Cooperative Agreement with the Cities of Anaheim, Fullerton, and Orange to implement the State College Boulevard/The City Drive Corridor RTSSP Project.

COMMISSION/COMMITTEE RECOMMENDATION

The Finance Committee reviewed this item at their February 24, 2026 meeting and recommended for City Council approval.

FISCAL IMPACT/SUMMARY

There is no fiscal impact on the General Fund. The City of Brea's local match will be funded through Fund 540, Traffic Impact Fees, which has already been programmed in the FY 2025-27 Biennial CIP Budget.

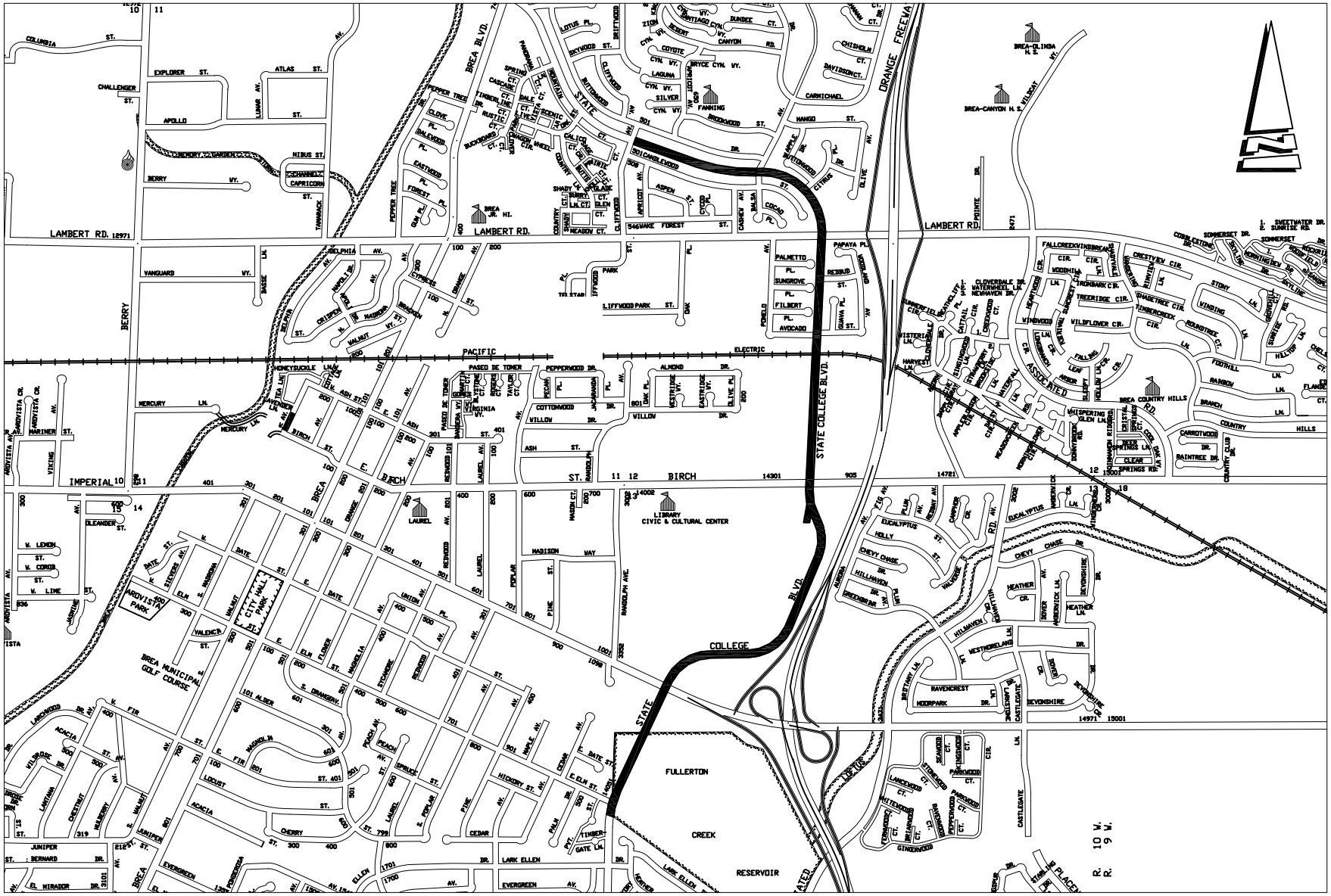
Attachments

Attachment A - Vicinity Map.pdf

Attachment B - Cooperative Agreement.pdf

PROJECT 7721

TRAFFIC SAFETY ENHANCEMENTS - STATE COLLEGE BLVD. REGIONAL TRAFFIC SIGNAL SYNCHRONIZATION



VICINITY MAP

NOT TO SCALE

COOPERATIVE AGREEMENT BY AND BETWEEN THE CITIES OF ANAHEIM, BREA, FULLERTON, AND ORANGE FOR THE STATE COLLEGE BOULEVARD / THE CITY DRIVE REGIONAL TRAFFIC SIGNAL SYNCHRONIZATION PROJECT

This Cooperative Agreement ("Agreement") is made and entered into this _____ day of _____ _____, 2026, by and between the CITY OF ANAHEIM, a municipal corporation ("ANAHEIM"), the CITY OF BREA, a municipal corporation ("BREA"), the CITY OF FULLERTON, a municipal corporation ("FULLERTON"), and the CITY OF ORANGE, a municipal corporation ("ORANGE").

RECITALS:

A. Anaheim, with cooperation from Brea, Fullerton, and Orange, applied for a grant from the Orange County Transportation Authority ("OCTA") as part of Renewed Measure M2 Regional Traffic Signal Synchronization Program ("RTSSP") (Project P), aimed to coordinate traffic signals across multiple jurisdictions to enhance countywide traffic flow and reduce congestion.

B. The State College Boulevard/ The City Drive Regional Traffic Signal Synchronization Project was selected by OCTA as one of the RTSSP Projects to be funded in OCTA Fiscal Year 2025-2026. The project will include timing implementation and improvements at traffic signals along State College Boulevard/The City Drive, from Cliffwood Avenue in Brea to Garden Grove Bl in City of Orange, as listed in the Project Application attached hereto as Exhibit B and incorporated herein by this reference.

C. The total budget for the project is $4,702,863.50. 80% ($3,762,290.80) is funded by the OCTA Regional Traffic Signal Synchronization Program and 20% ($940,572.70) is local agencies matching funds. The breakdown is shown in Exhibit A attached hereto and incorporated herein by this reference.

D. Anaheim, Brea, Fullerton, and Orange agree to provide twenty percent (20%) matching funds for the total project cost. Matching funds can be a combination of cash and in-kind match as defined by the RTSSP grant.

E. OCTA and Anaheim have entered into a Master Funding Agreement "Cooperative Agreement No. C-1-2754" defining the terms and conditions for approved Measure M2 projects that will be implemented by Anaheim.

F. Anaheim agrees to serve as the lead agency to oversee the design and implementation of the project.

G. Anaheim, Brea, Fullerton, and Orange desire to enter into this Cooperative Agreement to demonstrate their commitment to implement the project and improve inter-jurisdiction traffic signal synchronization on State College Boulevard/The City Drive.

H. This cooperative agreement defines the specific terms, conditions and funding responsibilities between Anaheim, Brea, Fullerton, and Orange for the implementation of the project.

NOW, THEREFORE, it is mutually understood and agreed by and between ANAHEIM, BREA, FULLERTON, and ORANGE as follows:

I. SCOPE:

This Agreement specifies the roles and responsibilities of the cities as they pertain to the subjects and projects addressed herein. The project is specifically detailed in the Project Application attached hereto as Exhibit B and incorporated herein by this reference. All of the cities agree that each will cooperate and coordinate with the other in all activities covered by this Agreement and any other supplemental agreements that may be required to facilitate purposes thereof.

II. MUTUAL RESPONSIBILITIES:

Anaheim, Brea, Fullerton, and Orange mutually agree to:

a. Designate a lead staff to act as the liaison for the project. The liaison and any other project personnel, if necessary, will attend and participate in all related project meetings.

b. Participate, cooperate and coordinate with contractors, consultants, vendors and staff in good faith using reasonable efforts to resolve any unforeseen issues and disputes arising out of the project to the extent practicable with respect to the performance of the project.

c. Maintain project related traffic signals and telecommunications equipment with high priority during the project and be responsible for repair of their own signal control systems in each of their respective jurisdictions.

d. Provide on-site support for signal control systems, timing plans, detection systems and related equipment during construction, installation and integration, and be available to change or make adjustments to timing plans when necessitated by the project.

e. Document in-kind match or dollar match funding as identified in the project application and provide verification of such expenditures as part of any review or audit process, which may include payroll records, contracts and purchase orders.

f. Monitor and operate the project traffic signals and improvements within its jurisdiction for a period of two (2) years following the completion of the Primary Implementation Phase of the project, as required by the program funding.

g. Coordinate the inclusion of other improvements and in-kind services, where necessary, that the owning agency requires for the implementation of the project but are not included in the project application. The owning agency shall be responsible for the inclusion of such elements within reason and at its own costs.

h. Unused project funds for improvements from one City can be used by another City (with matching fund responsibility) upon mutual consent of the involved parties.

III. RESPONSIBILITIES OF ANAHEIM:

Anaheim agrees to the following responsibilities:

a. Anaheim shall serve as lead agency for design, construction and construction management of the project, and shall provide oversight by establishing milestones and overseeing the project development to ensure that all standards and requirements set forth by the agreement is adhered to.

b. Anaheim shall be responsible for completing the project in accordance with the funding guidelines and any and all other OCTA requirements related to these funding programs. Anaheim shall maintain coordination with all participating agencies throughout the duration of the project.

c. Anaheim shall provide staff, consultants, and contractors deemed necessary and appropriate to manage, administer, coordinate, and oversee timing implementation, engineering design, bid and award, and construction management of the project.

d. Anaheim shall enter into an agreement with a qualified consultant and contractor to assist in the completion and monitoring of the project.

e. Anaheim shall enter into any required Cooperative Agreement with Caltrans regarding Caltrans Improvements in cities; to comply with all the terms and conditions of said Cooperative Agreement; to pay invoices for such Caltrans Improvements as required by Caltrans; and to invoice participating agencies in a timely manner with detailed documentation of said Caltrans Improvements

f. Anaheim shall coordinate the work effort of this Project, provide the day-to-day management of the consultant and manage all consultant administration and contracting. Anaheim shall review the consultant's invoices and pay them accordingly after ensuring that the work has been adequately performed by the consultant.

g. Anaheim shall provide its share of matching fund as shown in Exhibit A attached hereto and incorporated herein by this reference. The final amount may vary and will be based on the 20% of actual cost of implementing all timing, improvements and maintenance, as identified in the project application.

h. Upon issuance of a Notice to Proceed to the Consultant, Anaheim can issue invoices to Brea, Fullerton, and Orange for up to 80% of the cash match amount identified in Exhibit A. The remaining cash match amount will be invoiced after completion of the Primary Implementation Phase of the project.

i. Anaheim shall comply with all of the terms and conditions of the Cooperative Agreement with OCTA, including the Project Reporting and Audit Requirements contained therein.

IV. RESPONSIBILITIES OF BREA:

Brea agrees to the following responsibilities:

a. Brea shall provide its share of matching funds as shown in Exhibit A. The final amount may vary and will be based on the 20% of actual cost of implementing all timing, improvements, and maintenance, as identified in the project application.

b. Brea shall provide Construction Inspection on all improvements within its jurisdiction. No additional compensation from the project is provided for providing inspection services.

c. Brea shall waive all costs and fees related to any and all permits, if such permits are required to perform any project related work within its jurisdiction.

V. RESPONSIBILITIES OF FULLERTON:

Fullerton agrees to the following responsibilities:

a. Fullerton shall provide its share of matching funds as shown in Exhibit A. The final amount may vary and will be based on the 20% of actual cost of implementing all timing, improvements and maintenance, as identified in the project application.

b. Fullerton shall provide Construction Inspection on all improvements within its jurisdiction. No additional compensation from the project is provided for providing inspection services.

c. Fullerton shall waive all costs and fees related to any and all permits, if such permits are required to perform any project related work within its jurisdiction.

VI. RESPONSIBILITIES OF ORANGE:

Orange agrees to the following responsibilities:

a. Orange shall provide its share of matching funds as shown in Exhibit A. The final amount may vary and will be based on the 20% of actual cost of implementing all timing, improvements and maintenance, as identified in the project application.

b. Orange shall provide Construction Inspection on all improvements within its jurisdiction. No additional compensation from the project is provided for providing inspection services.

c. Orange shall waive all costs and fees related to any and all permits, if such permits are required to perform any project related work within its jurisdiction.

VII. COMPLETE AGREEMENT:

a. This Agreement, including any attachments incorporated herein and made applicable by reference, constitutes the complete and exclusive statement of the terms and conditions of this Agreement between ANAHEIM, BREA, FULLERTON, and ORANGE and it supersedes all prior representations, understandings, and communications between the parties. The invalidity in whole or in part of any term or condition of this Agreement shall not affect the validity of other term(s) or conditions(s) of this Agreement. The above referenced Recitals are true and correct and are incorporated by reference herein.

b. Any modification of this Agreement shall only be by amendment upon written mutual consent of all cities. All modifications, amendments, changes and revisions of this Agreement in whole or in part, and from time to time, shall be binding upon the cities so long as the same shall be in writing and executed by each agency.

c. A party's failure to insist on any instance(s) of any other party's performance of any term(s) or condition(s) of this Agreement shall not be construed as a waiver of the non-enforcing party's right to such performance or to future performance of such term(s) or condition(s), and the nonperforming party's obligation in respect thereto shall continue in full force and effect. Changes to any portion of this Agreement shall not be binding upon either party except when specifically confirmed in writing by way of a written amendment to this Agreement between the parties and issued in accordance with the provisions of this Agreement.

VIII. INSURANCE AND INDEMNIFICATION:

a. Each city shall jointly and severally indemnify, defend and hold harmless every other city, it's officers, directors, employees and agents from and against any and all claims for any loss or damages, bodily injuries, damage to, or loss of property caused by the negligent acts, omissions or willful misconduct by that city, its officers, directors, employees or agents in connection with or arising out of the performance of this Agreement.

b. Each city shall maintain adequate levels of insurance, or self-insurance to assure full indemnification of every other city.

IX. ADDITIONAL PROVISIONS:

a. Term of Agreement: This Agreement shall commence on the date first written above and continue in full force and effect until December 31, 2032. This Agreement may be extended at the mutual consent of all parties in writing.

b. ANAHEIM, BREA, FULLERTON, and ORANGE hereto affirm that they are authorized to execute this Agreement on behalf of said parties and that, by so executing this agreement, the parties hereto are formally bound to the provisions of this Agreement.

c. Severability: If any term, provision, covenant or condition of this Agreement is held to be invalid, void or otherwise unenforceable, to any extent, by any court of competent jurisdiction, the remainder of this Agreement shall not be affected thereby, and each term, provision, covenant or condition of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

d. Counterparts of Agreement: This Agreement may be executed and delivered in any number of counterparts, each of which, when executed and delivered shall be deemed an original and all of which together shall constitute the same agreement. Facsimile and electronic signatures will be permitted.

e. In the event that the project costs exceed the estimates submitted in the Project Application as prepared, all parties agree to meet and determine project revisions to

meet the budget, or a revised funding proposal by the cities that shall be documented and submitted in writing as a revision to the Agreement.

f. The parties shall comply with all applicable federal, state and local laws, statutes, ordinances and regulations of any governmental agency having jurisdiction over the project.

g. Force Majeure: Any party shall be excused from performing its obligations under this Agreement during the time and to the extent that it is prevented from performing by an unforeseeable cause beyond its control, including, but not limited to: any incidence of fire, flood; acts of God; commandeering of material, products, plants or facilities by the federal, state or local government; national fuel shortage; or, a material act or omission by the other party; when satisfactory evidence of such cause is presented to the other parties, and provided further that such nonperformance is unforeseeable, beyond the control and is not due to the fault or negligence of the party not performing.

h. Assignment: Neither this Agreement, nor any of the parties' rights, obligations, or duties hereunder may be assigned in whole or in part by any party without the prior written consent of all the other parties in their sole and absolute discretion. Any such attempt of assignment shall be deemed void and of no force and effect. Consent to one assignment shall not be deemed consent to any subsequent assignment, nor the waiver of any right to consent to such subsequent assignment.

i. Obligations To Comply with Law: Nothing herein shall be deemed nor construed to authorize or require any party to issue bonds, notes or other evidences of indebtedness under the terms, in amounts, or for purposes other than as authorized by local, state or federal law.

j. Governing Law: The laws of the State of California and applicable local and federal laws, regulations and guidelines shall govern this Agreement.

k. Litigation fees: Should litigation arise out of this Agreement for the performance thereof, the court shall award costs and expenses, including attorney's fees, to the prevailing party.

l. Notices: Any notices, requests, or demands made between the parties pursuant to this Agreement are to be directed as follows:

City of Anaheim
Public Works Department – Traffic Management Center
201 S. Anaheim Blvd, Suite 502
Anaheim, CA 92805
Jane Keely
Principal Traffic Engineer
714-765-5202
jkeely@anaheim.net

City of Brea
Public Works Department
1 Civic Center Circle
Brea, CA 92821
Ryan Chapman
City Engineer
714-990-7763
ryanch@cityofbrea.gov

City of Fullerton
Public Works Department
303 W Commonwealth Avenue
Fullerton, CA 92832
Michael Plotnik
City Traffic Engineer
714-738-6864
michael.plotnik@cityoffullerton.com

City of Orange
Public Works Department
300 E. Chapman Avenue
Orange, CA 92866
Gabrielle Hayes
Principal Civil Engineer
714-744-5561
ghayes@cityoforange.org

X. DELAGATED AUTHORITY:

The actions required to be taken by the cities in the implementation of this Agreement are delegated to its City Manager or equivalent designee.

[SIGNATURES ON SUBSEQUENT PAGES]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the date and year first above written:

CITY OF ANAHEIM:

_____
Jim Vanderpool
City Manager

ATTEST:

_____
Theresa Bass
City Clerk

APPROVED AS TO FORM:
ROBERT FABELA, CITY ATTORNEY

_____
Bryn M. Morley
Deputy City Attorney
157425

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the date and year first above written:

CITY OF BREA:

_____
Kristin Griffith
City Manager

ATTEST:

_____
Victoria Popescu
City Clerk

APPROVED AS TO FORM:

_____
Terence Boga
City Attorney

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the date and year first above written:

CITY OF FULLERTON:

_____
Eddie Manfro
Interim City Manager

ATTEST:

_____
Lucinda Williams
City Clerk

APPROVED AS TO FORM:

_____
Richard D. Jones
City Attorney

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the date and year first above written:

CITY OF ORANGE:

_____
Jarad L. Hildenbrand
City Manager

ATTEST:

_____
Pamela Coleman
City Clerk

APPROVED AS TO FORM:

_____
Nathalie Adourian
City Attorney

EXHIBIT A

State College Boulevard / The City Drive Corridor Regional Traffic Signal Synchronization Program (RTSSP)

Project Funds Breakdown

Agency	Project Cost	Project Cost	M2 Grant (80%)	City Match* (20%)
Brea	**PI**	$ 376,442.50	$ 301,154.00	$ 75,288.50
	O&M	$ 63,800.00	$ 51,040.00	$ 12,760.00
	City Total	$ 440,242.50	$ 352,194.00	$ 88,048.50
Fullerton	**PI**	$ 937,675.00	$ 750,140.00	$ 187,535.00
	O&M	$ 75,400.00	$ 60,320.00	$ 15,080.00
	City Total	$ 1,013,075.00	$ 810,460.00	$ 202,615.00
Anaheim	**PI**	$ 2,188,040.00	$ 1,750,432.00	$ 437,608.00
	O&M	$ 133,400.00	$ 106,720.00	$ 26,680.00
	City Total	$ 2,321,440.00	$ 1,857,152.00	$ 464,288.00
Orange	**PI**	$ 864,306.00	$ 691,444.80	$ 172,861.20
	O&M	$ 63,800.00	$ 51,040.00	$ 12,760.00
	City Total	$ 928,106.00	$ 742,484.80	$ 185,621.20
	TOTAL	**$ 4,702,863.50**	**$ 3,762,290.80**	**$ 940,572.70**

*: Total match amount may vary; the final match amount will be based on the actual project implementation costs, to be determined at completion of the Primary Implementation Phase of the project.

EXHIBIT B

State College Boulevard / The City Drive Corridor Regional Traffic Signal Synchronization Program (RTSSP)

Project Application

FY 2025 Call for Projects

Regional Traffic Signal Synchronization Program

Project P

Supplemental Application

State College Boulevard / The City Drive Regional Traffic Signal Synchronization Program Project

10/24/2024
Application Deadline

Project Overview

Length of Corridor (mi):	11.3
Number of signals:	58
Total Project Cost:	$4,702,863.50
M2 funds requested:	$3,762,290.80
Total Match:	$940,572.70
Cash Match:	*$940,572.70*
In-kind Match:	*$0.00*
Participating Agencies:	Anaheim
	Brea
	Fullerton
	Orange
	Caltrans

Applicant Agency: City of Anaheim

Contact Name: John Thai

Contact Number: 714-765-5202

Contact Email: jthai@anaheim.net

Project P Regional Traffic Signal Synchronization Program
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RTSSP Online Application – submitted through OCFundTracker	
a. Transportation Significance	
b. Economic Effectiveness	
c. Project Characteristics	Online
d. Project Scale	
e. Number of Jurisdictions	
f. Current Project Status	
g. Funding Match	
h. Cabinet photos, equipment specifications, as-built drawings, cabinet drawings, etc.	Online only
Section 1: Key Technical Information	
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c. Project Length	1
d. Number of Signalized Intersections Along Corridor	1
e. Participating Agencies/Traffic Forum Members	1
f. Lead Agency	1
g. Designation of the corridor to synchronize	1
h. Project Start and End Date	1
i. Previous funding	1
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SECTION 1: KEY TECHNICAL INFORMATION

a. Project Corridor
State College Boulevard / The City Drive Regional Traffic Signal Synchronization Program Project

b. Project Limits:
from **Cliffwood Ave** to **Garden Grove Bl**

c. Project Length (*miles*):
11.32

d. Number of signalized intersections along the corridor (include all Caltrans intersections):
58 number of signals on project corridor(s) **0** number of offset signals included in this project

e. Participating agencies / Traffic Forum Members (*including applicant agency*):

☐ Aliso Viejo	☐ Cypress	☐ La Habra	☐ Los Alamitos	☐ San Juan Capistrano
☑ Anaheim	☐ Dana Point	☐ La Palma	☐ Mission Viejo	☐ Santa Ana
☑ Brea	☐ Fountain Valley	☐ Laguna Beach	☐ Newport Beach	☐ Seal Beach
☐ Buena Park	☑ Fullerton	☐ Laguna Hills	☑ Orange	☐ Stanton
☑ Caltrans	☐ Garden Grove	☐ Laguna Niguel	☐ Placentia	☐ Tustin
☐ Costa Mesa	☐ Huntington Beach	☐ Laguna Woods	☐ Rancho Santa Margarita	☐ Villa Park
☐ County of Orange	☐ Irvine	☐ Lake Forest	☐ San Clemente	☐ Westminster
				☐ Yorba Linda

f. Lead Agency ☑ **Anaheim**

g. Is this project on either the Signal Synchronization Network or Master Plan of Arterial Highways?
◉ Yes ○ No

h. Project Start Date: **October 1, 2025** Project End Date: **December 31, 2029**

i. Project Status and Baseline Participation
None
Yes, all applicant agencies and project signals are participating in the Countywide Baseline Project

j. Contact Information (Include name, title, agency, phone, email, and address)

John Thai, PE, Principal Engineer City of Anaheim - Traffic Management Center 201 S Anaheim Bl Suite #502 Anaheim, CA 92805 jthai@anaheim.net 714-765-5202	Ryan Chapman, City Engineer City of Brea - Brea Civic & Cultural Center 1 Civic Center Circle Brea, CA 92821 ryanch@ci.brea.ca.us (714) 990-7763
Michael Plotnik, PE,TE, City Traffic Engineer City of Fullerton 303 W Commonwealth Ave Fullerton, CA 92832 Michael.Plotnik@cityoffullerton.com 714-738-6864	Gabrielle Hayes, PE, Principal Civil Engineer City of Orange-Public Works (Traffic Engineering) 300 E Chapman Ave Orange, CA 92866 ghayes@cityoforange.org 714-744-5561

k. Signalized intersections that are part of the project:

	Main Corridor	Cross Street
1	State College Bl	Cliffwood Ave
2	State College Bl	Balsa Ave
3	State College Bl	Lambert Rd
4	State College Bl	Avocado St / Tracks
5	State College Bl	Corporate
6	State College Bl	Birch St
7	State College Bl	Brea Mall North
8	State College Bl	Brea Mall Center
9	State College Bl	Brea Mall South
10	State College Bl	Imperial Hwy*
11	State College Bl	Elm St
12	State College Bl	Rolling Hills Dr
13	State College Bl	Delicata Dr
14	State College Bl	Bastanchury Rd
15	State College Bl	Palmetto Terrace/Mountain Ridge Dr
16	State College Bl	Yorbal Linda Bl
17	State College Bl	Dorothy Ln/Campus Dr
18	State College Bl	Arts Dr
19	State College Bl	Nutwood Ave
20	State College Bl	Chapman Ave (North)
21	State College Bl	Commonwealth Ave
22	State College Bl	Walnut Ave (Fender Ave)
23	State College Bl	Valencia Dr
24	State College Bl	Orangethorpe Ave
25	State College Bl	Via Burton St
26	State College Bl	SR-91WB Off-Ramp*
27	State College Bl	SR-91 EB Off-Ramp*
28	State College Bl	Placentia Ave/Romneya Dr
29	State College Bl	Shopping Center (McDonald's)
30	State College Bl	La Palma Ave
31	State College Bl	Underhill Ave
32	State College Bl	Lincoln Ave
33	State College Bl	Shopping Center (Anaheim Town Square)
34	State College Bl	Santa Ana St
35	State College Bl	South St
36	State College Bl	Vermont Ave
37	State College Bl	Wagner Ave
38	State College Bl	Ball Rd
39	State College Bl	Winston Rd
40	State College Bl	Cerritos Ave
41	State College Bl	Howell Ave
42	State College Bl	Railroad Crossing
43	State College Bl	Katella Ave
44	State College Bl	Gateway
45	State College Bl	Gene Autry Wy
46	State College Bl	Artisan Ct
47	State College Bl	Orangewood Ave
48	State College Bl	Orange Center Dr*
49	State College Bl	I-5 NB Off-Ramp*
50	The City Dr	I-5 SB Off-Ramp*
51	The City Dr	Chapman Ave
52	The City Dr	Medical Center
53	The City Dr	Dawn Way
54	The City Dr	Steiner Way/Style St
55	The City Dr	Outlet Dr
56	The City Dr	Metropolitan Dr
57	The City Dr	SR-22 EB Off/On-Ramp*
58	The City Dr	Garden Grove Bl

Legend

Brea

Fullerton

Anaheim

Orange

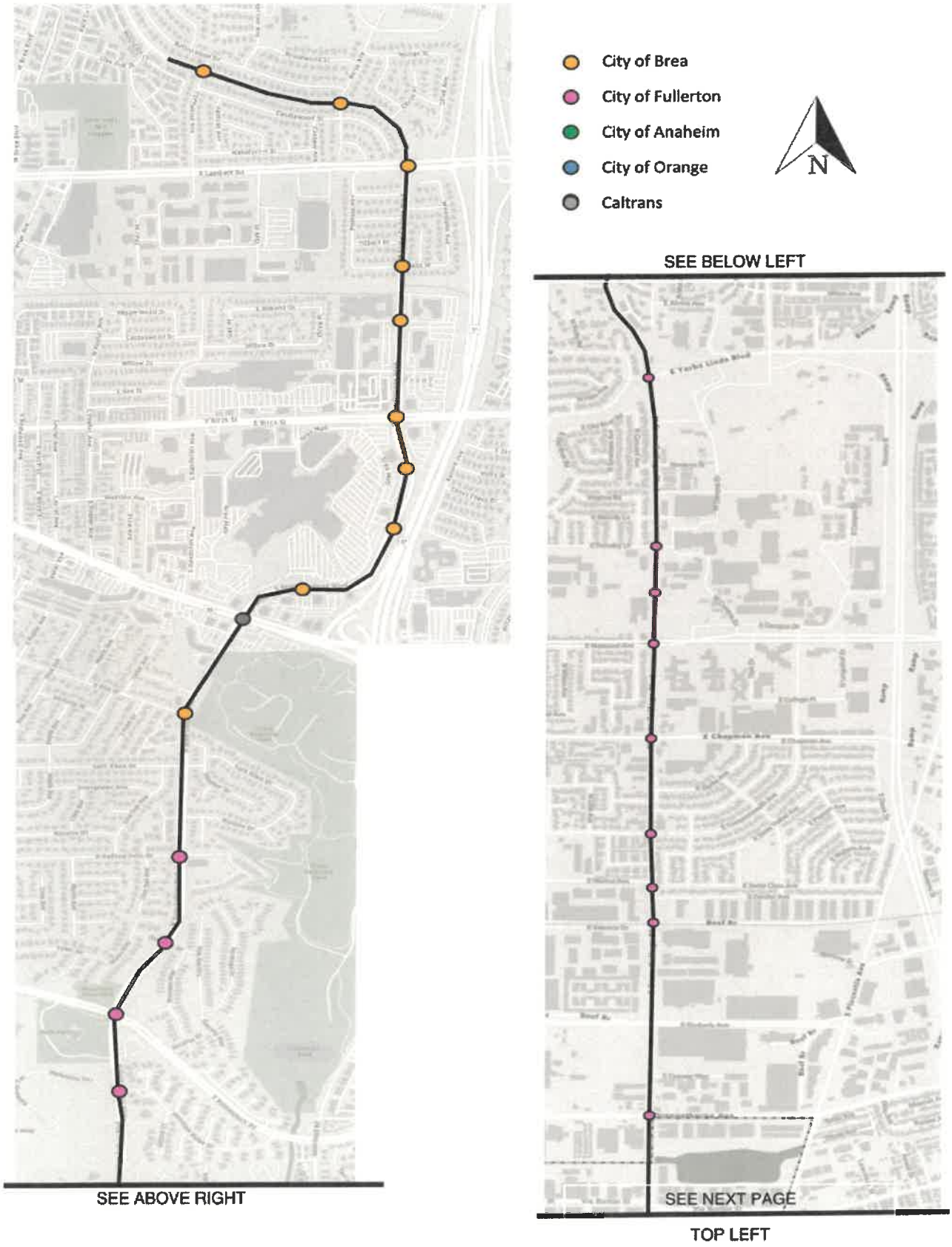
* Caltrans

l. Offset signalized intersections that are part of the project. ***Baseline participants only need to list signals that are requesting improvements***:

	Main Street	Cross Street		Main Street	Cross Street
59			74		
60			75		
61			76		
62			77		
63			78		
64			79		
65			80		
66			81		
67			82		
68			83		
69			84		
70			85		
71			86		
72			87		
73			88		

m. Project Map Depicting the Project Limits and Offset Signals

Map should clearly show project limits, operating agencies, and local juridiction boundaries. Do not use satellite maps as they are hard to read and determine location. Map should also show all offset signals (MPAH only) along corridor/grid/route. Please distinguish the offset signals (MPAH only) that will be included/excluded.Feel free to use multiple maps if necessary.



SEE PREVIOUS PAGE BOTTOM RIGHT



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SECTION 2: REGIONAL SIGNIFICANCE

Explain why this project is regionally significant:

State College Boulevard is a north-south corridor identified in OCTA's MPAH. This corridor parallels the SR-57 freeway and is used to bypass major traffic congestion on the freeway or as a detour route if there is a major incident along the freeway. It is approximately 11.3 miles crossing four cities: Brea, Fullerton, Anaheim, and Orange and includes 58 signalized intersections. Traffic volume along this corridor ranges up to 25,000 vehicles per day. Land use varies along the corridor with major generators such as the Brea Mall, Regional Parks, and CSU Fullerton in the northern section and the Angel Stadium and the Outlets at Orange in the southern section of the corridor.

Through the City of Brea, State College Boulevard parallels the CA-57 freeway and provides primary access to the Brea Mall a regional shopping destination. It also provides connectivity between Central Avenue and Brea Boulevard/Brea Canyon Road to the CA-57 freeway ramps at Lambert Road and Imperial Highway. When there is construction or a major incident on the CA-57, State College Boulevard becomes the primary regional detour connecting Orange County to Los Angeles County through the foothills. Additionally, State College Boulevard is a key multi-modal transportation corridor providing Class II bike lanes that connect The Tracks, a regionally significant dedicated bike and pedestrian trail facility, to various key bike routes and pedestrian destinations. State College Boulevard also provides primary access to a Park-n-ride facility at the CA-57 and Lambert interchange and the Brea Mall Transit Center, which is a major destination and transfer point served by multiple transit lines from all three major transit providers in the region. State College Boulevard also provides primary access to Craig Regional Park providing various passive and active recreation opportunities and the Fullerton Dam and Reservoir. State College Boulevard also provides a key transportation alternative to CA-57 connecting neighborhoods and businesses in the region to California State University, Fullerton to the south.

Within the City of Fullerton, State College Boulevard is classified as a major arterial highway. The 57 freeway is located about a half mile east of this thoroughfare where drivers can easily access Cal State Fullerton or a plethora of shopping centers, businesses, and dining locations. Along this corridor, there are thirteen (13) intersections under the jurisdiction of the City of Fullerton and is connected from the north to Brea, where mostly residential housing can be found and from the south to Anaheim, where there is more commercial and industry. As such, this is a very heavily utilized corridor by all modes of transportation which will benefit from an updated synchronized network to help alleviate the congestion from daily demand.

In the City of Anaheim, State College Boulevard is classified as a major arterial except for the section between La Palma Ave and Ball Rd, where it is classified as a primary arterial. State College is bordered by the SR-91 freeway to the north, SR-22 freeway to the south, SR-57 to the east, and I-5 to the west, which makes it a main alternate route when the freeways are congested. Additionally, State College Boulevard is used by many visitors travelling to the Angel Stadium, the Grove and Honda Center. By upgrading the communication and signal equipment along this corridor, the City will be able to manage traffic more efficiently and provide better service to commuters, visitors, and residents.

Within the City of Orange, The City Drive is one of the busiest principal arterials and the backbone of several activity centers in west Orange. The southern limit of this corridor is surrounded with regionally significant land uses including the Outlets of Orange, University of California Irvine (UCI) Medical Center, various business centers, civic centers, and high-density housing. Additionally, The City Drive connects two major freeways within Orange County in less than a mile: State Route 22 and Interstate 5. This area sees some of the highest traffic volumes and would benefit from a well-synchronized network to meet the directional and oversaturated traffic demand.

SECTION 3: ACKNOWLEDGEMENT OF REQUIRED TASKS

a. **PROJECT TASKS**

☑ **By checking this box, the Applicant Agency, on behalf of all the participating agencies, agree to the following tasks:**

Primary Implementation (PI) Phase, lasting approximately one year shall include the following:

Task 1: Project Management - PI Phase

This task is ongoing throughout the duration of the PI Phase of the project. It includes day-to-day project management, such as meetings, progress reports, tracking of schedules, tracking of cost by agency, invoicing, and overall administration of the PROJECT.

The following list is a minimum of what is required of this task:

- *A running record of project cost broken down by Participating Agency shall be part of this task. This information will be used by the Lead Agency to bill Participating Agencies for their respective project match.*
- *A running record of all scope changes and/or any deviations from the final approved application. This information will be used by the Lead Agency to request for Scope Changes at the Semi-Annual Review (SAR).*

Task 2: Data Collection and Field Review

This task shall include collecting seven-day, 24-hour machine counts, including vehicle and bike classifications, along each 1-mile segment of the corridor(s). The project shall also produce weekday and weekend peak period intersection turning movement (ITM) counts at every signalized intersection, including pedestrian and bicycle counts. ITM counts shall be conducted for two hours of each weekday peak period (AM, mid-day, and PM) and a single four-hour Saturday mid-day peak period. All counts shall be summarized in Microsoft Excel format. All data shall adhere to the CTFP Guidelines for data compatibility.

Data collection also includes field review of before and after conditions. The floating car method shall be utilized with software and GPS for the 'Before' Study to fine-tune the corridor operation and verify integrity of system intersection clocks. Synchronized Video shall be used to compare actual conditions to anticipated conditions dictated by the time-space diagram so that any anomalies may be corrected prior to the 'After' studies task.

Field review conducted as part of this task will document the existing conditions for all signal timing, infrastructure, and system improvements on the project. This includes pre-construction pictures for comparison during the post-construction walkthrough, should there be any questions or discrepancies noted by any parties. Data Collection and Field Review Memos shall be provided to all participating agencies.

☑ ***Check this box to indicate all agencies on this application will opt out of the data collection portion of Task 3 due to participation in the Countywide Baseline Project. A Before/After study is still required. A memorandum shall be submitted to indicate completion of this task.***

Task 3: System Design and Construction

The Lead Agency will hire a consultant(s), licensed contractor(s), and/or use city staff, or extension of staff, to design, procure, install, construct, and implement all desired components of the project as described in this application in accordance with the CTFP Guidelines.

All work and equipment supplied for the project shall comply and be done in accordance with the latest standards and provisions of each Participating Agency or latest approved California Department of Transportation (Caltrans) Standard Plans and Standard Specifications.

SECTION 3: ACKNOWLEDGEMENT OF REQUIRED TASKS

As-built plans shall be provided to match the improvements. This task is not complete until all participating agencies approve the improvements implemented in their jurisdiction.

Task 4: Signal Timing Optimization and Implementation

Synchronization will be inter-jurisdictional in nature. All existing traffic patterns, flows, and conditions will be taken into account. At a minimum, synchronized timing plans will be developed for a weekday AM, Mid-day, PM, and a Weekend peak period. Special generators such as schools and businesses along with cross street traffic will be considered as part of the project. Timing plans that will be developed will assist traffic in getting to its destination without regard to physical or jurisdictional boundaries.

The following list is a minimum of what is required of this task:

- *A review of the basic timing parameters*
- *Concept of Operations documenting the recommended coordination strategies (e.g. segments, cycle lengths, etc.) based on existing data collection and simulations*
- *Existing and Optimized simulation networks in Synchro (version 10) that is also shared with OCTA using the OCTA designated ID numbers*
- *Implementation and fine-tuning of proposed timing plans*

This task will not be complete until all participating agencies approve the new timing plans

☑ ***Check this box to indicate all agencies on this application (excluding Caltrans) will opt out of the Signal Timing Optimization and Implementation task (Task 4) due to participation in the Countywide Baseline Project. The Final PI Report shall still include a section on timing optimization and implementation from the Baseline Project.Task 4 for Caltrans signals is the responsibility of the applicant.***

Task 5: Final PI Report

A Final PI Report, with an executive summary, shall provide complete documentation of the project, including, but not limited to:

- *Project scope, objectives, locations, findings, and recommendations*
- *Data collected: counts, travel time studies, and project benefits achieved in terms of fuel savings, travel time, and other measurable parameters*
- *For each intersection: lane configurations, signal phasing, turning movement data, and cycle lengths for existing and proposed timings for all peak periods*
- *All work performed for system construction and signal timing optimization*
- *Implementation schedule and improvements accomplished, including dates*
- *Procedures for continuing maintenance, surveillance, and evaluation of the coordinated signal system*

The report shall document all planned and programmed improvements on the study corridor as well as recommendations based on PI tasks for further infrastructure improvements that would likely improve the corridor signal coordination project results. The report shall be completed in accordance with the current CTFP Guidelines.

Finally, the report shall provide recommendations with cost and benefit estimates for future improvements to traffic signal infrastructure (signal controllers, vehicle detection, communications, etc.), intersection capacity (appropriate signal phasing, lane geometrics, and alleviation of physical bottlenecks that curtail arterial capacity), and traffic management strategies. These proposed improvements should be useful in determining future enhancements to the corridor.

A Project Summary Sheet, one sheet front and back, that describes the project and improvements gained shall be provided to OCTA. This sheet will be used by OCTA and Participating Agencies to present to the Board and elected officials.

SECTION 3: ACKNOWLEDGEMENT OF REQUIRED TASKS

☑ ***By checking this box, the following additional PI task(s) and/or exceptions will be made:***
Each agency is responsible for Task 4 for Caltrans intersections within their city. Each agency will coordinate with Caltrans as needed to develop and implement signal timing.

ONGOING OPERATIONS AND MAINTENANCE (O&M) PHASE, lasting approximately two (2) years, shall include the following:

Task 6: Project Management - O&M Phase
This task includes day-to-day project management, such as meetings, tracking of schedules, invoicing, and overall administration of the project. This task shall continue in full force as specified in the Primary Implementation Phase.

Task 7: Continuing Support
During this 24-month period, the signal timing along the corridor/route/grid shall be observed and fine-tuned. This task shall also include the monitoring, maintaining, and repair of detection and communication implemented as part of this project. Monthly drives shall be conducted along the length of the project during all designated corridor synchronization timing plan hours of operation in order to verify that the synchronization timing is working as designed and complete any necessary adjustments. This is followed by a monthly memorandum summarizing the status and trends of the corridor based on the runs conducted. Trip logs for the month shall be provided to the Participating Agencies. The memorandum shall include all additional tasks requested and completed during that month. Performance metrics comparisons from ATSPM, where available, shall also be included in the

Task 8: Final O&M Report
At the end of the O&M Phase, a Final O&M Report documenting the Ongoing Operations and Maintenance efforts and procedures for continuing maintenance shall be prepared. At the minimum, the memorandum shall include when travel runs were conducted and issues and solutions throughout the phase. The memorandum shall document all planned and programmed improvements on the study corridor as well as recommendations for further infrastructure improvements that would likely improve the corridor signal coordination project results.

☐ ***By checking this box, the following additional O&M task(s) and/or exceptions will be made:***
<Insert Text>

b. **ENVIRONMENTAL CLEARANCE AND OTHER PERMITS**
☑ By checking this box, the Applicant Agency, on behalf of all the participating agencies, agree to obtain environmental clearance and other permits (if needed) for this project

c. **ACKNOWLEDGMENT OF MEETING CTFP GUIDELINES**
☑ By checking this box, the Applicant Agency, on behalf of all the participating agencies, certify that all current CTFP guidelines were met for this project.

SECTION 4: FUNDING NEEDS / COSTS FOR PROPOSED PROJECT BY TASK

a. Summary of Project Cost

Project Tasks	Total Cost
Task 1: Project Management - PI Phase	$ 145,000.00
Task 2: Data Collection	$ 58,000.00
Task 3: System Design and Construction	$ 4,070,463.50
Task 4: Signal Timing Optimization and Implementation	$ 35,000.00
Task 5: Project Report	$ 58,000.00
Task 6: Project Management - O&M Phase	$ 29,000.00
Task 7: Continuing Support	$ 290,000.00
Task 8: Final Technical Memorandum	$ 17,400.00
Total Project Cost:	**$ 4,702,863.50**

Match Commitment: 20% *(minimum 20%)*

Total Project Cost (PI and O&M for a total of 3 years):

	Project Total
Total M2 Request:	*$ 3,762,290.80*
Total Agency Match:	*$ 940,572.70*
Total Project Cost:	**$ 4,702,863.50**

	PI Total
Total M2 Request for PI Phase:	*$ 3,493,170.80*
Total Agency Match for PI Phase:	*$ 873,292.70*
Total PI Cost:	**$ 4,366,463.50**

	O&M Total
Total M2 Request for O&M Phase:	*$ 269,120.00*
Total Agency Match for O&M Phase:	*$ 67,280.00*
Total O&M Cost:	**$ 336,400.00**

SECTION 4: FUNDING NEEDS / COSTS FOR PROPOSED PROJECT BY TASK

b. Summary of Cost by Agency

Brea

	Agency	Caltrans	Offset	Total
Number of Signals:	10	1	0	11

Project Tasks (Brea)	Cost / Int	Total Cost
Task 1: Project Management - PI Phase	$ 2,500.00	$ 27,500.00
Task 2: Data Collection	$ 1,000.00	$ 11,000.00
Task 3: System Design and Construction	-	$ 321,942.50
Task 4: Signal Timing Optimization and Implementation	$ 5,000.00	$ 5,000.00
Task 5: Project Report	$ 1,000.00	$ 11,000.00
Task 6: Project Management - O&M Phase	$ 500.00	$ 5,500.00
Task 7: Continuing Support	$ 5,000.00	$ 55,000.00
Task 8: Final Technical Memorandum	$ 300.00	$ 3,300.00

	M2 Requested	Match	Total Cost
PI	$ 301,154.00	$ 75,288.50	$ 376,442.50
O&M	$ 51,040.00	$ 12,760.00	$ 63,800.00

Fullerton

	Agency	Caltrans	Offset	Total
Number of Signals:	13	0	0	13

Project Tasks (Fullerton)	Cost / Int	Total Cost
Task 1: Project Management - PI Phase	$ 2,500.00	$ 32,500.00
Task 2: Data Collection	$ 1,000.00	$ 13,000.00
Task 3: System Design and Construction	-	$ 879,175.00
Task 4: Signal Timing Optimization and Implementation	$ 5,000.00	$ -
Task 5: Project Report	$ 1,000.00	$ 13,000.00
Task 6: Project Management - O&M Phase	$ 500.00	$ 6,500.00
Task 7: Continuing Support	$ 5,000.00	$ 65,000.00
Task 8: Final Technical Memorandum	$ 300.00	$ 3,900.00

	M2 Requested	Match	Total Cost
PI	$ 750,140.00	$ 187,535.00	$ 937,675.00
O&M	$ 60,320.00	$ 15,080.00	$ 75,400.00

Anaheim

	Agency	Caltrans	Offset	Total
Number of Signals:	21	2	0	23

Project Tasks (Anaheim)	Cost / Int	Total Cost
Task 1: Project Management - PI Phase	$ 2,500.00	$ 57,500.00
Task 2: Data Collection	$ 1,000.00	$ 23,000.00
Task 3: System Design and Construction	-	$ 2,074,540.00
Task 4: Signal Timing Optimization and Implementation	$ 5,000.00	$ 10,000.00
Task 5: Project Report	$ 1,000.00	$ 23,000.00
Task 6: Project Management - O&M Phase	$ 500.00	$ 11,500.00
Task 7: Continuing Support	$ 5,000.00	$ 115,000.00
Task 8: Final Technical Memorandum	$ 300.00	$ 6,900.00

	M2 Requested	Match	Total Cost
PI	$ 1,750,432.00	$ 437,608.00	$ 2,188,040.00
O&M	$ 106,720.00	$ 26,680.00	$ 133,400.00

SECTION 4: FUNDING NEEDS / COSTS FOR PROPOSED PROJECT BY TASK

Orange

	Agency	Caltrans	Offset	Total
Number of Signals:	7	4	0	11

Project Tasks (Orange)	Cost / Int	Total Cost
Task 1: Project Management - PI Phase	$ 2,500.00	$ 27,500.00
Task 2: Data Collection	$ 1,000.00	$ 11,000.00
Task 3: System Design and Construction	-	$ 794,806.00
Task 4: Signal Timing Optimization and Implementation	$ 5,000.00	$ 20,000.00
Task 5: Project Report	$ 1,000.00	$ 11,000.00
Task 6: Project Management - O&M Phase	$ 500.00	$ 5,500.00
Task 7: Continuing Support	$ 5,000.00	$ 55,000.00
Task 8: Final Technical Memorandum	$ 300.00	$ 3,300.00

	M2 Requested	Match	Total Cost
PI	**$ 691,444.80**	**$ 172,861.20**	**$ 864,306.00**
O&M	**$ 51,040.00**	**$ 12,760.00**	**$ 63,800.00**

	Agency	Caltrans	Offset	Total
Number of Signals:				0

Project Tasks ()	Cost / Int	Total Cost
Task 1: Project Management - PI Phase	$ 2,500.00	$ -
Task 2: Data Collection	$ 1,000.00	$ -
Task 3: System Design and Construction	-	$ -
Task 4: Signal Timing Optimization and Implementation	$ 5,000.00	$ -
Task 5: Project Report	$ 1,000.00	$ -
Task 6: Project Management - O&M Phase	$ 500.00	$ -
Task 7: Continuing Support	$ 5,000.00	$ -
Task 8: Final Technical Memorandum	$ 300.00	$ -

	M2 Requested	Match	Total Cost
PI	**$ -**	**$ -**	**$ -**
O&M	**$ -**	**$ -**	**$ -**

	Agency	Caltrans	Offset	Total
Number of Signals:				0

Project Tasks ()	Cost / Int	Total Cost
Task 1: Project Management - PI Phase	$ 2,500.00	$ -
Task 2: Data Collection	$ 1,000.00	$ -
Task 3: System Design and Construction	-	$ -
Task 4: Signal Timing Optimization and Implementation	$ 5,000.00	$ -
Task 5: Project Report	$ 1,000.00	$ -
Task 6: Project Management - O&M Phase	$ 500.00	$ -
Task 7: Continuing Support	$ 5,000.00	$ -
Task 8: Final Technical Memorandum	$ 300.00	$ -

	M2 Requested	Match	Total Cost
PI	**$ -**	**$ -**	**$ -**
O&M	**$ -**	**$ -**	**$ -**

SECTION 4: FUNDING NEEDS / COSTS FOR PROPOSED PROJECT BY TASK

c. Summary of Intersection Improvement Costs

LOC.	AGENCY	PROJECT CROSS STREETS	TASK 3 IMPROVEMENT TOTALS			
			Design	Construction	TOTAL	Average Score
1	Brea	Cliffwood Ave	$ -	$ 27,197.50	$ 27,197.50	35.0
2	Brea	Balsa Ave	$ -	$ 14,547.50	$ 14,547.50	37.5
3	Brea	Lambert Rd	$ -	$ -	$ -	
4	Brea	Avocado St / Tracks	$ -	$ 12,650.00	$ 12,650.00	30.0
5	Brea	Corporate	$ -	$ -	$ -	
6	Brea	Birch St	$ -	$ 12,650.00	$ 12,650.00	30.0
7	Brea	Brea Mall North	$ -	$ 56,925.00	$ 56,925.00	30.0
8	Brea	Brea Mall Center	$ -	$ 69,575.00	$ 69,575.00	15.0
9	Brea	Brea Mall South	$ -	$ 69,575.00	$ 69,575.00	15.0
10	Brea	Imperial Hwy*	$ -	$ -	$ -	
11	Brea	Elm St	$ -	$ 27,197.50	$ 27,197.50	35.0
12	Fullerton	Rolling Hills Dr	$ -	$ 67,045.00	$ 67,045.00	31.3
13	Fullerton	Delicata Dr	$ -	$ 54,395.00	$ 54,395.00	31.7
14	Fullerton	Bastanchury Rd	$ -	$ 102,465.00	$ 102,465.00	31.0
15	Fullerton	Palmetto Terrace/Mountain Ridge D	$ -	$ 40,480.00	$ 40,480.00	37.5
16	Fullerton	Yorbal Linda Bl	$ -	$ 102,465.00	$ 102,465.00	31.0
17	Fullerton	Dorothy Ln/Campus Dr	$ -	$ 53,130.00	$ 53,130.00	35.0
18	Fullerton	Arts Dr	$ -	$ 40,480.00	$ 40,480.00	37.5
19	Fullerton	Nutwood Ave	$ -	$ 88,550.00	$ 88,550.00	33.8
20	Fullerton	Chapman Ave (North)	$ -	$ 40,480.00	$ 40,480.00	37.5
21	Fullerton	Commonwealth Ave	$ -	$ 54,395.00	$ 54,395.00	31.7
22	Fullerton	Walnut Ave (Fender Ave)	$ -	$ 53,130.00	$ 53,130.00	35.0
23	Fullerton	Valencia Dr	$ -	$ 40,480.00	$ 40,480.00	37.5
24	Fullerton	Orangethorpe Ave	$ -	$ 53,130.00	$ 53,130.00	11.7
25	Anaheim	Via Burton St	$ -	$ 35,420.00	$ 35,420.00	35.0
26	Anaheim	SR-91WB Off-Ramp*	$ -	$ 2,500.00	$ 2,500.00	50.0
27	Anaheim	SR-91 EB Off-Ramp*	$ -	$ 2,500.00	$ 2,500.00	50.0
28	Anaheim	Placentia Ave/Romneya Dr	$ -	$ 142,945.00	$ 142,945.00	34.2
29	Anaheim	Shopping Center (McDonald's)	$ -	$ 94,875.00	$ 94,875.00	31.0
30	Anaheim	La Palma Ave	$ -	$ 98,670.00	$ 98,670.00	37.0
31	Anaheim	Underhill Ave	$ -	$ 94,875.00	$ 94,875.00	31.0
32	Anaheim	Lincoln Ave	$ -	$ 193,545.00	$ 193,545.00	33.3
33	Anaheim	Shopping Center (Anaheim Town Sc	$ -	$ 64,515.00	$ 64,515.00	31.3
34	Anaheim	Santa Ana St	$ -	$ 94,875.00	$ 94,875.00	31.0
35	Anaheim	South St	$ -	$ 130,295.00	$ 130,295.00	32.0
36	Anaheim	Vermont Ave	$ -	$ 127,765.00	$ 127,765.00	33.0
37	Anaheim	Wagner Ave	$ -	$ 99,935.00	$ 99,935.00	35.8
38	Anaheim	Ball Rd	$ -	$ 193,545.00	$ 193,545.00	33.3
39	Anaheim	Winston Rd	$ -	$ 63,250.00	$ 63,250.00	31.3
40	Anaheim	Cerritos Ave	$ -	$ 32,890.00	$ 32,890.00	31.7
41	Anaheim	Howell Ave	$ -	$ 127,765.00	$ 127,765.00	33.0
42	Anaheim	Railroad Crossing	$ -	$ 50,600.00	$ 50,600.00	31.7
43	Anaheim	Katella Ave	$ -	$ 86,020.00	$ 86,020.00	42.5
44	Anaheim	Gateway	$ -	$ 51,865.00	$ 51,865.00	36.7
45	Anaheim	Gene Autry Wy	$ -	$ 73,370.00	$ 73,370.00	46.7
46	Anaheim	Artisan Ct	$ -	$ 54,395.00	$ 54,395.00	40.0
47	Anaheim	Orangewood Ave	$ -	$ 94,875.00	$ 94,875.00	35.0
48	Orange	Orange Center Dr*	$ -	$ 2,500.00	$ 2,500.00	50.0
49	Orange	I-5 NB Off-Ramp*	$ -	$ 2,500.00	$ 2,500.00	50.0
50	Orange	I-5 SB Off-Ramp*	$ -	$ 2,500.00	$ 2,500.00	50.0

SECTION 4: FUNDING NEEDS / COSTS FOR PROPOSED PROJECT BY TASK

c. Summary of Intersection Improvement Costs

LOC.	AGENCY	PROJECT CROSS STREETS	TASK 3 IMPROVEMENT TOTALS			
			Design	Construction	TOTAL	Average Score
51	Orange	Chapman Ave	$ 1,200.00	$ 7,908.00	**$ 9,108.00**	15.0
52	Orange	Medical Center	$ 18,600.00	$ 122,574.00	**$ 141,174.00**	31.3
53	Orange	Dawn Way	$ 18,600.00	$ 122,574.00	**$ 141,174.00**	31.3
54	Orange	Steiner Way/Style St	$ 18,600.00	$ 122,574.00	**$ 141,174.00**	31.3
55	Orange	Outlet Dr	$ 18,600.00	$ 122,574.00	**$ 141,174.00**	31.3
56	Orange	Metropolitan Dr	$ 18,600.00	$ 122,574.00	**$ 141,174.00**	31.3
57	Orange	SR-22 EB Off/On-Ramp*	$ -	$ 2,500.00	**$ 2,500.00**	50.0
58	Orange	Garden Grove Bl	$ 9,200.00	$ 60,628.00	**$ 69,828.00**	22.5
-	Brea	TMC Improvements	$ -	$ 31,625.00	**$ 31,625.00**	30.0
-	Anaheim	TMC Improvements	$ -	$ 63,250.00	**$ 63,250.00**	20.0
-	Fullerton	TMC Improvements	$ -	$ 88,550.00	**$ 88,550.00**	30.0
-	0	TMC Improvements	$ -	$ -	**$ -**	
				SIGNAL IMPROVEMENT TOTAL =	**$ 4,070,463.50**	**33.6**

SECTION 5: DETAILED LOCAL MATCH COMMITMENT

PART 1: AGENCY TOTAL MATCH SUMMARY

Agency	CASH		IN-KIND		TOTAL MATCH	
	PI	OMM	PI	OMM	PI	OMM
Brea	*$75,288.50*	*$12,760.00*	*$0.00*	*$0.00*	*$75,288.50*	*$12,760.00*
	$88,048.50		***$0.00***		***$88,048.50***	
Fullerton	*$187,535.00*	*$15,080.00*	*$0.00*	*$0.00*	*$187,535.00*	*$15,080.00*
	$202,615.00		***$0.00***		***$202,615.00***	
Anaheim	*$437,608.00*	*$26,680.00*	*$0.00*	*$0.00*	*$437,608.00*	*$26,680.00*
	$464,288.00		***$0.00***		***$464,288.00***	
Orange	*$172,861.20*	*$12,760.00*	*$0.00*	*$0.00*	*$172,861.20*	*$12,760.00*
	$185,621.20		***$0.00***		***$185,621.20***	
0	*$0.00*	*$0.00*			*$0.00*	*$0.00*
	$0.00		***$0.00***		***$0.00***	
0	*$0.00*	*$0.00*			*$0.00*	*$0.00*
	$0.00		***$0.00***		***$0.00***	
TOTAL MATCH	***$873,292.70***	***$67,280.00***	***$0.00***	***$0.00***	***$873,292.70***	***$67,280.00***
	$940,572.70		***$0.00***		***$940,572.70***	

PART 2: MATCH BREAKDOWN (CASH vs IN-KIND SERVICES)

A. Cash Match

Agency	Funding Source	Amount of Cash Contribution
Brea	Developer Funds, Measure M, Gas Tax	$88,048.50
Fullerton	Gas Tax	$202,615.00
Anaheim	Gas Tax	$464,288.00
Orange	Gas Tax, Measure M2 Fairshare	$185,621.20
		$0.00
		$0.00
	TOTAL CASH MATCH:	$754,951.50

B. In-Kind Services

i. Specific Improvements (List items and Cost):

Agency	Description	Expenditure
Select a City		
	Total Specific Improvements (i):	$0.00

SECTION 5: DETAILED LOCAL MATCH COMMITMENT

ii. Staffing Commitment:

Agency	Staff Position	Type of Service to Project	No. of Hours	Fully Burdened Hourly Rate	Total*
Select a City					$0.00
					$0.00
					$0.00
					$0.00
				Total for City of Select a City:	*$0.00*
Select a City					$0.00
					$0.00
					$0.00
					$0.00
				Total for City of Select a City:	*$0.00*
Select a City					$0.00
					$0.00
					$0.00
					$0.00
				Total for City of Select a City:	*$0.00*
Select a City					$0.00
					$0.00
					$0.00
					$0.00
				Total for City of Select a City:	*$0.00*
Select a City					$0.00
					$0.00
					$0.00
					$0.00
				Total for City of Select a City:	*$0.00*
Select a City					$0.00
					$0.00
					$0.00
					$0.00
				Total for City of Select a City:	*$0.00*
				Total Staffing Commitment (ii):	*$0.00*

TOTAL IN-KIND MATCH* (i + ii):	$0.00

*Total amount is the required participation by the identified agency. The number of hours and hourly rate will be based on each agency's actual fully burdened billing rates, which must collectively equal the same value of the assigned "Total" dollars. Each agency will be responsible for keeping detailed records of hours worked and description of work. An accounting record of personnel, hours at fully burdened rate shall be included with the in-kind report submittals. Records will be subject to auditing. In-kind match can be converted to Cash Match, but Cash Match cannot be converted to in-kind match.

SECTION 6: PROJECT SCHEDULE BY TASK

a. Projected Start and End Dates:

Project start date: October 1, 2025

Project end date: December 31, 2029

b. Projected Schedule by Task

Task	Starting Date	Ending Date
Task 1: Project Management - PI Phase	October 1, 2025	December 31, 2027
Task 2: Data Collection	October 1, 2025	May 30, 2026
Task 3: System Design and Construction	October 1, 2025	December 31, 2027
Task 4: Signal Timing Optimization and Implementation	October 1, 2025	December 31, 2027
Task 5: Project Report	August 1, 2027	December 31, 2027
Task 6: Project Management - O&M Phase	January 1, 2027	December 31, 2029
Task 7: Continuing Support	January 1, 2027	December 31, 2029
Task 8: Final Technical Memorandum	September 1, 2029	December 31, 2029

Appendix A
CALCULATIONS AND ESTIMATED POINTS

APPENDIX A: CALCULATIONS AND ESTIMATED POINTS

Criteria (Max Points)	Estimated Points
1. Transportation Significance (25 points) Yes, all agencies are participating in the Countywide Baseline Project Inclusion of offset signals on MPAH w/in 2,700' # of offset signals on project / total # of offset signals: 0 / 35 = 100.0% = 10 Vehicle Miles Traveled (VMT): 280,700 = 15	25
2. Economic Effectiveness (Cost to Benefit Ratio): (10 points) Calculation for Total Project Cost / VMT = $4,702,864 / 280,700 = 16.75	5
3. Project Characteristics: (20 points) Average project improvement score = 33.6	10
4. Project Scale: (20 points) # of signals along entire length of corridor(s): 78 = 10 # of signals being synched / total # of corridor signals: 58 / 78 = 74.4% = 6	16
5. Number of Jurisdictions: (15 points) 5 Participating Jurisdiction(s)	15
6. Current Project Status (5 points) None = 0	0
7. Funding Match: (5 points) $940,572.70 / $4,702,863.50 = 20.00%	0
Total Estimated Points:	**71**

Appendix B

AGENCY IMPROVEMENT CALCULATIONS

TABLE I: AGENCY IMPROVEMENT PREFERENCES ☐ Yes ☑ No

CATEGORIES	ID	ITEM DESCRIPTION	UNIT PRICE (MATERIAL + LABOR)				APPLICABLE DESIGN COST PER UNIT				VENDOR/BRAND & ADDITIONAL NOTES			
			Anaheim	Brea	Fullerton	Orange	Anaheim	Brea	Fullerton	Orange	Anaheim	Brea	Fullerton	Orange
Comm	1	Above ground (e.g. wireless, cellular, etc.)												
	2	Fiber Optic underground	$10,000	$4,000	$24,000	$6,000				$1,200	upgrade fiber optic cable with Etherwan switches with SPF and FDUs	New Etherwan Fiber Switches with SFP Modules.	Corning cables, housing & connectors, jumpers, splice trays & enclosures, switches, power supply, cat6E cables	Fiber Switch & power supply, SFPs, Fiber Patch Panel
	3	All other (e.g. copper, aerial fiber, GPS, etc.)												
Field Elements	4	ATC signal controller	$6,000	$7,500	$8,000	$7,000				$1,400	2070L/2070LN with EOS	Furnish and Install New Cubic Commander ATC NT2 Controller with Scout Software. Convert signal timing (incudling adaptive parameters) to new format and integrate with ATMS/Synchrogreen.	Q-Free	Econolite Cobalt w/ ASC3
	5	Signal cabinet on existing foundation	$24,000	$45,000		$40,000				$8,000	Type P Cabinet w/new service	Cubic NEMA P cabinet with Service and SCE Design Fee.		Use existing foundation as is or modify foundation, Econolite TS Type II P Cabinet, reuse existing SCE service
	6	Signal cabinet on new foundation	$60,000	$55,000	$45,000						Type 333 Cabinet w/new service	Cubic NEMA P cabinet with Service and SCE Design Fee.	Type P or P+, Type 332 and Type 352i cabinets	
	7	BBS/USP (attached)			$11,000								Alpha	
	8	BBS/UPS on existing foundation												
	9	BBS/UPS on new foundation												
	10	CCTV	$10,000	$10,000	$10,000						Axis	Axis Q6000 series (multisensor 360) & Axis PTZ	Axis	
	11	Vehicle detection (ATSPM inputs + counts)												
	12	Vehicle detection (ATSPM inputs)												
	13	Vehicle detection + bicycle detection	$25,000	$35,000	$28,000						Econolite	Iteris Vantage Next System	Iteris Next	
	14	Vehicle detection				$40,000				$8,000				Iteris or Econolite VDS
	15	Bicycle detection												
	16	Pedestrian detection (audible)	$2,000								APS			
	17	Pedestrian detection												
	18	Active transportation/pedestrian safety												
	19	Transit Signal Priority												
	20	EVP (hybrid or GPS)	$12,000								GPS EVP			
	21	EVP (infrared)												
	22	Speed feedback signs (existing post)												
	23	Speed feedback signs (new post)												
	24	Signal Performance Monitoring	$50,000								SPMs and RSUs			
Minor Signal Op Improve	25	Channelization												
	26	Signal phasing improvement												

APPENDIX B: AGENCY IMPROVEMENT CALCULATIONS

TABLE II: DESCRIPTION OF WORK BY INTERSECTION

LOCATION	IMPLEMENTING AGENCY	PROJECT CROSS STREETS	DESCRIPTION OF WORK																												
			Above ground (e.g. wireless, cellular, etc.)	Fiber Optic underground	All other (e.g. copper, aerial fiber, GPS, etc.)	ATC signal controller	Signal cabinet on existing foundation	Signal cabinet on new foundation	BBS/USP (attached)	BBS/UPS on existing foundation	BBS/UPS on new foundation	CCTV	Vehicle detection (ATSPM inputs + counts)	Vehicle detection (ATSPM inputs)	Vehicle detection + bicycle detection	Vehicle detection	Bicycle detection	Pedestrian detection (audible)	Pedestrian detection	Active transportation/pedestrian safety	Transit Signal Priority	EVP (hybrid or GPS)	EVP (infrared)	Speed feedback signs (existing post)	Speed feedback signs (new post)	Signal Performance Monitoring	Channelization	Signal phasing improvement	Central System (server, licenses, workstations)	Display (video wall, VMS, etc.)	UPS for TMC	Caltrans Cooperative Agreement
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	34
1	Brea	Cliffwood Ave		1		1						1																				
2	Brea	Balsa Ave		1		1																										
3	Brea	Lambert Rd																														
4	Brea	Avocado St / Tracks										1																				
5	Brea	Corporate																														
6	Brea	Birch St										1																				
7	Brea	Brea Mall North					1																									
8	Brea	Brea Mall Center						1																								
9	Brea	Brea Mall South						1																								
10	Brea	Imperial Hwy*																														
11	Brea	Elm St		1		1						1																				
12	Fullerton	Rolling Hills Dr		1		1			1			1																				
13	Fullerton	Delicata Dr		1		1			1																							
14	Fullerton	Bastanchury Rd		1		1			1			1			1																	
15	Fullerton	Palmetto Terrace/Mountain Ridge Dr		1		1																										
16	Fullerton	Yorbal Linda Bl		1		1			1			1			1																	
17	Fullerton	Dorothy Ln/Campus Dr		1		1						1																				
18	Fullerton	Arts Dr		1		1																										
19	Fullerton	Nutwood Ave		1		1						1			1																	
20	Fullerton	Chapman Ave (North)		1		1																										
21	Fullerton	Commonwealth Ave		1		1			1																							
22	Fullerton	Walnut Ave (Fender Ave)		1		1						1																				
23	Fullerton	Valencia Dr		1		1																										
24	Fullerton	Orangethorpe Ave		1		1						1																				
25	Anaheim	Via Burton St		1		1																1										
26	Anaheim	SR-91WB Off-Ramp*																														1
27	Anaheim	SR-91 EB Off-Ramp*																														1
28	Anaheim	Placentia Ave/Romneya Dr		1		1						1			1							1				1						
29	Anaheim	Shopping Center (McDonald's)		1		1	1					1			1																	
30	Anaheim	La Palma Ave		1		1						1						1								1						
31	Anaheim	Underhill Ave		1		1	1					1			1																	
32	Anaheim	Lincoln Ave		1		1		1							1			1								1						
33	Anaheim	Shopping Center (Anaheim Town Square)		1		1						1			1																	
34	Anaheim	Santa Ana St		1		1	1					1			1																	
35	Anaheim	South St		1		1		1							1			1														
36	Anaheim	Vermont Ave		1		1						1			1											1						
37	Anaheim	Wagner Ave		1		1	1								1			1				1										
38	Anaheim	Ball Rd		1		1		1							1			1								1						
39	Anaheim	Winston Rd		1		1	1					1																				
40	Anaheim	Cerritos Ave		1		1						1																				

APPENDIX B: AGENCY IMPROVEMENT CALCULATIONS

TABLE II: DESCRIPTION OF WORK BY INTERSECTION

LOCATION	IMPLEMENTING AGENCY	PROJECT CROSS STREETS	DESCRIPTION OF WORK																												
			Above ground (e.g. wireless, cellular, etc.)	Fiber Optic underground	All other (e.g. copper, aerial fiber, GPS, etc.)	ATC signal controller	Signal cabinet on existing foundation	Signal cabinet on new foundation	BBS/USP (attached)	BBS/UPS on existing foundation	BBS/UPS on new foundation	CCTV	Vehicle detection (ATSPM inputs + counts)	Vehicle detection (ATSPM inputs)	Vehicle detection + bicycle detection	Vehicle detection	Bicycle detection	Pedestrian detection (audible)	Pedestrian detection	Active transportation/pedestrian safety	Transit Signal Priority	EVP (hybrid or GPS)	EVP (infrared)	Speed feedback signs (existing post)	Speed feedback signs (new post)	Signal Performance Monitoring	Channelization	Signal phasing improvement	Central System (server, licenses, workstations)	Display (video wall, VMS, etc.)	UPS for TMC	Caltrans Cooperative Agreement
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	34
41	Anaheim	Howell Ave		1		1						1			1											1						
42	Anaheim	Railroad Crossing		1		1	1																									
43	Anaheim	Katella Ave				1						1						1								1						
44	Anaheim	Gateway				1						1			1																	
45	Anaheim	Gene Autry Wy				1												1								1						
46	Anaheim	Artisan Ct				1									1							1										
47	Anaheim	Orangewood Ave													1											1						
48	Orange	Orange Center Dr*																														1
49	Orange	I-5 NB Off-Ramp*																														1
50	Orange	I-5 SB Off-Ramp*																														1
51	Orange	Chapman Ave		1																												
52	Orange	Medical Center		1		1	1									1																
53	Orange	Dawn Way		1		1	1									1																
54	Orange	Steiner Way/Style St		1		1	1									1																
55	Orange	Outlet Dr		1		1	1									1																
56	Orange	Metropolitan Dr		1		1	1									1																
57	Orange	SR-22 EB Off/On-Ramp*																														1
58	Orange	Garden Grove Bl		1												1																
-	Brea	TMC Improvements																											1	1	1	
-	Anaheim	TMC Improvements																											1		1	
-	Fullerton	TMC Improvements																											1	1	1	
-		TMC Improvements																														
QUANTITY TOTAL =			**0**	**39**	**0**	**41**	**12**	**5**	**5**	**0**	**0**	**23**	**0**	**0**	**17**	**6**	**0**	**7**	**0**	**0**	**0**	**4**	**0**	**0**	**0**	**9**	**0**	**0**	**3**	**2**	**3**	**6**

APPENDIX B: AGENCY IMPROVEMENT CALCULATIONS

TABLE II: DESCRIPTION OF WORK BY INTERSECTION

LOCATION	IMPLEMENTING AGENCY	PROJECT CROSS STREETS	SIGNAL IMPROVEMENT COSTS						NOTES
			Design	Construction	Construction Management & Inspection 15%	Contingency 10%	Caltrans Cooperative Agreement Fees ($2,500)	TOTAL	
1	Brea	Cliffwood Ave	$ -	$ 21,500.00	$ 3,225.00	$ 2,472.50	$ -	**$ 27,197.50**	
2	Brea	Balsa Ave	$ -	$ 11,500.00	$ 1,725.00	$ 1,322.50	$ -	**$ 14,547.50**	
3	Brea	Lambert Rd	$ -	$ -	$ -	$ -	$ -	**$ -**	No improvements included in this project. Included in on-going TSSP project.
4	Brea	Avocado St / Tracks	$ -	$ 10,000.00	$ 1,500.00	$ 1,150.00	$ -	**$ 12,650.00**	
5	Brea	Corporate	$ -	$ -	$ -	$ -	$ -	**$ -**	
6	Brea	Birch St	$ -	$ 10,000.00	$ 1,500.00	$ 1,150.00	$ -	**$ 12,650.00**	
7	Brea	Brea Mall North	$ -	$ 45,000.00	$ 6,750.00	$ 5,175.00	$ -	**$ 56,925.00**	
8	Brea	Brea Mall Center	$ -	$ 55,000.00	$ 8,250.00	$ 6,325.00	$ -	**$ 69,575.00**	
9	Brea	Brea Mall South	$ -	$ 55,000.00	$ 8,250.00	$ 6,325.00	$ -	**$ 69,575.00**	
10	Brea	Imperial Hwy*	$ -	$ -	$ -	$ -	$ -	**$ -**	No improvements included in this project. Included in on-going TSSP project.
11	Brea	Elm St	$ -	$ 21,500.00	$ 3,225.00	$ 2,472.50	$ -	**$ 27,197.50**	
12	Fullerton	Rolling Hills Dr	$ -	$ 53,000.00	$ 7,950.00	$ 6,095.00	$ -	**$ 67,045.00**	
13	Fullerton	Delicata Dr	$ -	$ 43,000.00	$ 6,450.00	$ 4,945.00	$ -	**$ 54,395.00**	
14	Fullerton	Bastanchury Rd	$ -	$ 81,000.00	$ 12,150.00	$ 9,315.00	$ -	**$ 102,465.00**	
15	Fullerton	Palmetto Terrace/Mountain Ridge Dr	$ -	$ 32,000.00	$ 4,800.00	$ 3,680.00	$ -	**$ 40,480.00**	
16	Fullerton	Yorbal Linda Bl	$ -	$ 81,000.00	$ 12,150.00	$ 9,315.00	$ -	**$ 102,465.00**	
17	Fullerton	Dorothy Ln/Campus Dr	$ -	$ 42,000.00	$ 6,300.00	$ 4,830.00	$ -	**$ 53,130.00**	
18	Fullerton	Arts Dr	$ -	$ 32,000.00	$ 4,800.00	$ 3,680.00	$ -	**$ 40,480.00**	
19	Fullerton	Nutwood Ave	$ -	$ 70,000.00	$ 10,500.00	$ 8,050.00	$ -	**$ 88,550.00**	
20	Fullerton	Chapman Ave (North)	$ -	$ 32,000.00	$ 4,800.00	$ 3,680.00	$ -	**$ 40,480.00**	
21	Fullerton	Commonwealth Ave	$ -	$ 43,000.00	$ 6,450.00	$ 4,945.00	$ -	**$ 54,395.00**	
22	Fullerton	Walnut Ave (Fender Ave)	$ -	$ 42,000.00	$ 6,300.00	$ 4,830.00	$ -	**$ 53,130.00**	
23	Fullerton	Valencia Dr	$ -	$ 32,000.00	$ 4,800.00	$ 3,680.00	$ -	**$ 40,480.00**	
24	Fullerton	Orangethorpe Ave	$ -	$ 42,000.00	$ 6,300.00	$ 4,830.00	$ -	**$ 53,130.00**	
25	Anaheim	Via Burton St	$ -	$ 28,000.00	$ 4,200.00	$ 3,220.00	$ -	**$ 35,420.00**	
26	Anaheim	SR-91WB Off-Ramp*	$ -	$ -	$ -	$ -	$ 2,500.00	**$ 2,500.00**	
27	Anaheim	SR-91 EB Off-Ramp*	$ -	$ -	$ -	$ -	$ 2,500.00	**$ 2,500.00**	
28	Anaheim	Placentia Ave/Romneya Dr	$ -	$ 113,000.00	$ 16,950.00	$ 12,995.00	$ -	**$ 142,945.00**	
29	Anaheim	Shopping Center (McDonald's)	$ -	$ 75,000.00	$ 11,250.00	$ 8,625.00	$ -	**$ 94,875.00**	
30	Anaheim	La Palma Ave	$ -	$ 78,000.00	$ 11,700.00	$ 8,970.00	$ -	**$ 98,670.00**	
31	Anaheim	Underhill Ave	$ -	$ 75,000.00	$ 11,250.00	$ 8,625.00	$ -	**$ 94,875.00**	
32	Anaheim	Lincoln Ave	$ -	$ 153,000.00	$ 22,950.00	$ 17,595.00	$ -	**$ 193,545.00**	
33	Anaheim	Shopping Center (Anaheim Town Square)	$ -	$ 51,000.00	$ 7,650.00	$ 5,865.00	$ -	**$ 64,515.00**	
34	Anaheim	Santa Ana St	$ -	$ 75,000.00	$ 11,250.00	$ 8,625.00	$ -	**$ 94,875.00**	
35	Anaheim	South St	$ -	$ 103,000.00	$ 15,450.00	$ 11,845.00	$ -	**$ 130,295.00**	
36	Anaheim	Vermont Ave	$ -	$ 101,000.00	$ 15,150.00	$ 11,615.00	$ -	**$ 127,765.00**	
37	Anaheim	Wagner Ave	$ -	$ 79,000.00	$ 11,850.00	$ 9,085.00	$ -	**$ 99,935.00**	
38	Anaheim	Ball Rd	$ -	$ 153,000.00	$ 22,950.00	$ 17,595.00	$ -	**$ 193,545.00**	
39	Anaheim	Winston Rd	$ -	$ 50,000.00	$ 7,500.00	$ 5,750.00	$ -	**$ 63,250.00**	
40	Anaheim	Cerritos Ave	$ -	$ 26,000.00	$ 3,900.00	$ 2,990.00	$ -	**$ 32,890.00**	

APPENDIX B: AGENCY IMPROVEMENT CALCULATIONS

TABLE II: DESCRIPTION OF WORK BY INTERSECTION

LOCATION	IMPLEMENTING AGENCY	PROJECT CROSS STREETS	SIGNAL IMPROVEMENT COSTS						NOTES
			Design	Construction	Construction Management & Inspection 15%	Contingency 10%	Caltrans Cooperative Agreement Fees ($2,500)	TOTAL	
41	Anaheim	Howell Ave	$ -	$ 101,000.00	$ 15,150.00	$ 11,615.00	$ -	**$ 127,765.00**	
42	Anaheim	Railroad Crossing	$ -	$ 40,000.00	$ 6,000.00	$ 4,600.00	$ -	**$ 50,600.00**	
43	Anaheim	Katella Ave	$ -	$ 68,000.00	$ 10,200.00	$ 7,820.00	$ -	**$ 86,020.00**	
44	Anaheim	Gateway	$ -	$ 41,000.00	$ 6,150.00	$ 4,715.00	$ -	**$ 51,865.00**	
45	Anaheim	Gene Autry Wy	$ -	$ 58,000.00	$ 8,700.00	$ 6,670.00	$ -	**$ 73,370.00**	
46	Anaheim	Artisan Ct	$ -	$ 43,000.00	$ 6,450.00	$ 4,945.00	$ -	**$ 54,395.00**	
47	Anaheim	Orangewood Ave	$ -	$ 75,000.00	$ 11,250.00	$ 8,625.00	$ -	**$ 94,875.00**	
48	Orange	Orange Center Dr*	$ -	$ -	$ -	$ -	$ 2,500.00	**$ 2,500.00**	
49	Orange	I-5 NB Off-Ramp*	$ -	$ -	$ -	$ -	$ 2,500.00	**$ 2,500.00**	
50	Orange	I-5 SB Off-Ramp*	$ -	$ -	$ -	$ -	$ 2,500.00	**$ 2,500.00**	
51	Orange	Chapman Ave	$ 1,200.00	$ 6,000.00	$ 1,080.00	$ 828.00	$ -	**$ 9,108.00**	
52	Orange	Medical Center	$ 18,600.00	$ 93,000.00	$ 16,740.00	$ 12,834.00	$ -	**$ 141,174.00**	
53	Orange	Dawn Way	$ 18,600.00	$ 93,000.00	$ 16,740.00	$ 12,834.00	$ -	**$ 141,174.00**	
54	Orange	Steiner Way/Style St	$ 18,600.00	$ 93,000.00	$ 16,740.00	$ 12,834.00	$ -	**$ 141,174.00**	
55	Orange	Outlet Dr	$ 18,600.00	$ 93,000.00	$ 16,740.00	$ 12,834.00	$ -	**$ 141,174.00**	
56	Orange	Metropolitan Dr	$ 18,600.00	$ 93,000.00	$ 16,740.00	$ 12,834.00	$ -	**$ 141,174.00**	
57	Orange	SR-22 EB Off/On-Ramp*	$ -	$ -	$ -	$ -	$ 2,500.00	**$ 2,500.00**	
58	Orange	Garden Grove Bl	$ 9,200.00	$ 46,000.00	$ 8,280.00	$ 6,348.00	$ -	**$ 69,828.00**	
-	Brea	TMC Improvements	$ -	$ 25,000.00	$ 3,750.00	$ 2,875.00	$ -	**$ 31,625.00**	
-	Anaheim	TMC Improvements	$ -	$ 50,000.00	$ 7,500.00	$ 5,750.00	$ -	**$ 63,250.00**	
-	Fullerton	TMC Improvements	$ -	$ 70,000.00	$ 10,500.00	$ 8,050.00	$ -	**$ 88,550.00**	
-		TMC Improvements	$ -	$ -	$ -	$ -	$ -	**$ -**	
QUANTITY TOTAL =			**SIGNAL IMPROVEMENT TOTAL =**					**$ 4,070,463.50**	

TABLE III: PROJECT AVERAGE IMPROVEMENT SCORES

LOCATION	IMPLEMENTING AGENCY	PROJECT CROSS STREETS	DESCRIPTION OF WORK																												
			Above ground (e.g. wireless, cellular, etc.)	Fiber Optic underground	All other (e.g. copper, aerial fiber, GPS, etc.)	ATC signal controller	Signal cabinet on existing foundation	Signal cabinet on new foundation	BBS/USP (attached)	BBS/UPS on existing foundation	BBS/UPS on new foundation	CCTV	Vehicle detection (ATSPM inputs + counts)	Vehicle detection (ATSPM inputs)	Vehicle detection + bicycle detection	Vehicle detection	Bicycle detection	Pedestrian detection (audible)	Pedestrian detection	Active transportation/pedestrian safety	Transit Signal Priority	EVP (hybrid or GPS)	EVP (infrared)	Speed feedback signs (existing post)	Speed feedback signs (new post)	Signal Performance Monitoring	Channelization	Signal phasing improvement	Central System (server, licenses, workstations)	Display (video wall, VMS, etc.)	UPS for TMC
			Time Source			None/5+ Years or Within 5 Years																					0/5+ or <5		0/10+ or < 10		
1	Brea	Cliffwood Ave		25		50						30																			
2	Brea	Balsa Ave		25		50																									
3	Brea	Lambert Rd																													
4	Brea	Avocado St / Tracks										30																			
5	Brea	Corporate																													
6	Brea	Birch St										30																			
7	Brea	Brea Mall North					30																								
8	Brea	Brea Mall Center						15																							
9	Brea	Brea Mall South						15																							
10	Brea	Imperial Hwy*																													
11	Brea	Elm St		25		50						30																			
12	Fullerton	Rolling Hills Dr		25		50			20			30																			
13	Fullerton	Delicata Dr		25		50			20																						
14	Fullerton	Bastanchury Rd		25		50			20			30			30																
15	Fullerton	Palmetto Terrace/Mountain Ridge Dr		25		50																									
16	Fullerton	Yorbal Linda Bl		25		50			20			30			30																
17	Fullerton	Dorothy Ln/Campus Dr		25		50						30																			
18	Fullerton	Arts Dr		25		50																									
19	Fullerton	Nutwood Ave		25		50						30			30																
20	Fullerton	Chapman Ave (North)		25		50																									
21	Fullerton	Commonwealth Ave		25		50			20																						
22	Fullerton	Walnut Ave (Fender Ave)		25		50						30																			
23	Fullerton	Valencia Dr		25		50																									
24	Fullerton	Orangethorpe Ave		15		10						10																			
25	Anaheim	Via Burton St		15		50																40									
26	Anaheim	SR-91WB Off-Ramp*																													
27	Anaheim	SR-91 EB Off-Ramp*																													
28	Anaheim	Placentia Ave/Romneya Dr		15		50						30			30							40				40					
29	Anaheim	Shopping Center (McDonald's)		15		50	30					30			30																
30	Anaheim	La Palma Ave		15		50						30						50								40					
31	Anaheim	Underhill Ave		15		50	30					30			30																
32	Anaheim	Lincoln Ave		15		50		15							30			50								40					
33	Anaheim	Shopping Center (Anaheim Town Square)		15		50						30			30																
34	Anaheim	Santa Ana St		15		50	30					30			30																
35	Anaheim	South St		15		50		15							30			50													
36	Anaheim	Vermont Ave		15		50						30			30											40					
37	Anaheim	Wagner Ave		15		50	30								30			50				40									
38	Anaheim	Ball Rd		15		50		15							30			50								40					
39	Anaheim	Winston Rd		15		50	30					30																			
40	Anaheim	Cerritos Ave		15		50						30																			

TABLE III: PROJECT AVERAGE IMPROVEMENT SCORES

LOCATION	IMPLEMENTING AGENCY	PROJECT CROSS STREETS	DESCRIPTION OF WORK																												
			Above ground (e.g. wireless, cellular, etc.)	Fiber Optic underground	All other (e.g. copper, aerial fiber, GPS, etc.)	ATC signal controller	Signal cabinet on existing foundation	Signal cabinet on new foundation	BBS/USP (attached)	BBS/UPS on existing foundation	BBS/UPS on new foundation	CCTV	Vehicle detection (ATSPM inputs + counts)	Vehicle detection (ATSPM inputs)	Vehicle detection + bicycle detection	Vehicle detection	Bicycle detection	Pedestrian detection (audible)	Pedestrian detection	Active transportation/pedestrian safety	Transit Signal Priority	EVP (hybrid or GPS)	EVP (infrared)	Speed feedback signs (existing post)	Speed feedback signs (new post)	Signal Performance Monitoring	Channelization	Signal phasing improvement	Central System (server, licenses, workstations)	Display (video wall, VMS, etc.)	UPS for TMC
			Time Source			None/5+ Years or Within 5 Years																					0/5+ or <5		0/10+ or < 10		
41	Anaheim	Howell Ave		15		50						30			30											40					
42	Anaheim	Railroad Crossing		15		50	30																								
43	Anaheim	Katella Ave				50						30						50								40					
44	Anaheim	Gateway				50						30			30																
45	Anaheim	Gene Autry Wy				50												50								40					
46	Anaheim	Artisan Ct				50									30							40									
47	Anaheim	Orangewood Ave													30											40					
48	Orange	Orange Center Dr*																													
49	Orange	I-5 NB Off-Ramp*																													
50	Orange	I-5 SB Off-Ramp*																													
51	Orange	Chapman Ave		15																											
52	Orange	Medical Center		15		50	30									30															
53	Orange	Dawn Way		15		50	30									30															
54	Orange	Steiner Way/Style St		15		50	30									30															
55	Orange	Outlet Dr		15		50	30									30															
56	Orange	Metropolitan Dr		15		50	30									30															
57	Orange	SR-22 EB Off/On-Ramp*																													
58	Orange	Garden Grove Bl		15												30															
-	Brea	TMC Improvements																											40	30	20
-	Anaheim	TMC Improvements																											20		20
-	Fullerton	TMC Improvements																											40	30	20
-	0	TMC Improvements																													

TABLE III: PROJECT AVERAGE IMPROVEMENT SCORES

LOCATION	IMPLEMENTING AGENCY	PROJECT CROSS STREETS	Timing Only	Timing + Traffic Responsive (license only)	Timing + Peer-to-Peer (configuration only)	Timing + Traffic Adaptive (license only)	Caltrans Cooperative Agreement	AVERAGE IMPROVEMENT SCORE	NOTES
			Online or Offline				Y/N		
1	Brea	Cliffwood Ave						**35.0**	
2	Brea	Balsa Ave						**37.5**	
3	Brea	Lambert Rd							No improvements included in this project. Included in on-going TSSP project.
4	Brea	Avocado St / Tracks						**30.0**	
5	Brea	Corporate							
6	Brea	Birch St						**30.0**	
7	Brea	Brea Mall North						**30.0**	
8	Brea	Brea Mall Center						**15.0**	
9	Brea	Brea Mall South						**15.0**	
10	Brea	Imperial Hwy*							No improvements included in this project. Included in on-going TSSP project.
11	Brea	Elm St						**35.0**	
12	Fullerton	Rolling Hills Dr						**31.3**	
13	Fullerton	Delicata Dr						**31.7**	
14	Fullerton	Bastanchury Rd						**31.0**	
15	Fullerton	Palmetto Terrace/Mountain Ridge Dr						**37.5**	
16	Fullerton	Yorbal Linda Bl						**31.0**	
17	Fullerton	Dorothy Ln/Campus Dr						**35.0**	
18	Fullerton	Arts Dr						**37.5**	
19	Fullerton	Nutwood Ave						**33.8**	
20	Fullerton	Chapman Ave (North)						**37.5**	
21	Fullerton	Commonwealth Ave						**31.7**	
22	Fullerton	Walnut Ave (Fender Ave)						**35.0**	
23	Fullerton	Valencia Dr						**37.5**	
24	Fullerton	Orangethorpe Ave						**11.7**	
25	Anaheim	Via Burton St						**35.0**	
26	Anaheim	SR-91WB Off-Ramp*					**50**	**50.0**	
27	Anaheim	SR-91 EB Off-Ramp*					**50**	**50.0**	
28	Anaheim	Placentia Ave/Romneya Dr						**34.2**	
29	Anaheim	Shopping Center (McDonald's)						**31.0**	
30	Anaheim	La Palma Ave						**37.0**	
31	Anaheim	Underhill Ave						**31.0**	
32	Anaheim	Lincoln Ave						**33.3**	
33	Anaheim	Shopping Center (Anaheim Town Square)						**31.3**	
34	Anaheim	Santa Ana St						**31.0**	
35	Anaheim	South St						**32.0**	
36	Anaheim	Vermont Ave						**33.0**	
37	Anaheim	Wagner Ave						**35.8**	
38	Anaheim	Ball Rd						**33.3**	
39	Anaheim	Winston Rd						**31.3**	
40	Anaheim	Cerritos Ave						**31.7**	

TABLE III: PROJECT AVERAGE IMPROVEMENT SCORES

LOCATION	IMPLEMENTING AGENCY	PROJECT CROSS STREETS	Online or Offline: Timing Only	Online or Offline: Timing + Traffic Responsive (license only)	Online or Offline: Timing + Peer-to-Peer (configuration only)	Online or Offline: Timing + Traffic Adaptive (license only)	Y/N: Caltrans Cooperative Agreement	AVERAGE IMPROVEMENT SCORE	NOTES
41	Anaheim	Howell Ave						33.0	
42	Anaheim	Railroad Crossing						31.7	
43	Anaheim	Katella Ave						42.5	
44	Anaheim	Gateway						36.7	
45	Anaheim	Gene Autry Wy						46.7	
46	Anaheim	Artisan Ct						40.0	
47	Anaheim	Orangewood Ave						35.0	
48	Orange	Orange Center Dr*					50	50.0	
49	Orange	I-5 NB Off-Ramp*					50	50.0	
50	Orange	I-5 SB Off-Ramp*					50	50.0	
51	Orange	Chapman Ave						15.0	
52	Orange	Medical Center						31.3	
53	Orange	Dawn Way						31.3	
54	Orange	Steiner Way/Style St						31.3	
55	Orange	Outlet Dr						31.3	
56	Orange	Metropolitan Dr						31.3	
57	Orange	SR-22 EB Off/On-Ramp*					50	50.0	
58	Orange	Garden Grove Bl						22.5	
-	Brea	TMC Improvements						30.0	
-	Anaheim	TMC Improvements						20.0	
-	Fullerton	TMC Improvements						30.0	
-	0	TMC Improvements							
							AVERAGE SCORE =	33.6	

Appendix C

VEHICLE MILES TRAVELED (VMT)

APPENDIX C: VEHICLE MILES TRAVELED (VMT)

Segment	ADTs	Distance	VMT
State College (Brea NCL to Birch)	13,457	0.98	19,677
State College (Birch to Elm St)	18,145	0.87	15,786
State College (Fullerton NCL to Bastanchury Rd)	22,000	0.76	16,720
State College (Bastanchury Rd to Yorba Linda Blvd)	20,700	0.70	14,490
State College (Yorba Linda Blvd to Dorothy Ln)	29,600	0.45	13,320
State College (Dorothy Ln to Chapman Ave)	29,700	0.50	14,850
State College (Chapman Ave to Commonwealth Ave	24,500	0.25	6,125
State College (Commonwealth Ave to SCL)	29,300	0.88	25,784
State College (Via Burton to La Palma Ave)	35,887	0.71	25,480
State College (La Palma Ave to Lincoln Ave)	28,252	0.50	14,126
State College (Lincoln Ave to South St)	29,508	0.50	14,754
State College (South St to Wagner Ave)	27,242	0.50	13,621
State College (Wagner Ave to Ball Rd)	25,841	0.50	12,921
State College (Ball Rd to Cerritos Ave)	22,186	0.50	11,093
State College (Cerritos Ave to Katella Ave)	24,895	0.50	12,448
State College (Katella Ave to Anaheim SCL)	20,710	0.50	10,355
The City Dr (Orange City Limit to Chapman Ave)	26,800	0.37	9,916
The City Drive (Style St to Chapman Ave)	27,300	0.35	9,555
The City Drive (22 Fwy to Style St)	24,000	0.54	12,960
The City Drive (Garden Grove Bl to 22 Fwy)	16,000	0.42	6,720
Total Project VMT:		**11.28**	**280,700**

Source:

City of Anaheim - City Traffic Counters 2024
City of Orange - Citywide ADT 2024
City of Brea - NDS 2024
City of Fullerton - Citywide ADT 2024

National Data & Surveying Services

Intersection Turning Movement Count

Location: N State College Blvd & E Lambert Rd
City: Brea
Control: Signalized

Project ID: 19-01101-003
Date: 5/18/2019

Total

NS/EW Streets:	N State College Blvd				N State College Blvd				E Lambert Rd				E Lambert Rd				
NOON	NORTHBOUND				SOUTHBOUND				EASTBOUND				WESTBOUND				
	2	1.5	1.5	0	2	2	0	0	2	3.5	0.5	0	2	3	1	0	
	NL	NT	NR	NU	SL	ST	SR	SU	EL	ET	ER	EU	WL	WT	WR	WU	TOTAL
11:00 AM	27	46	46	0	127	65	2	0	3	198	27	1	101	244	140	4	1031
11:15 AM	22	57	69	0	125	65	0	0	6	202	45	0	113	275	139	0	1118
11:30 AM	25	62	75	0	161	86	1	0	1	208	37	0	104	292	142	2	1196
11:45 AM	29	54	65	0	119	89	2	0	3	185	45	0	111	341	137	0	1180
12:00 PM	26	59	55	0	105	81	0	0	3	217	64	0	138	352	154	1	1255
12:15 PM	31	60	90	0	122	87	2	0	4	212	54	0	144	303	148	1	1258
12:30 PM	28	60	76	0	106	73	2	0	6	275	73	0	150	335	171	2	1357
12:45 PM	37	54	76	0	139	91	1	0	4	220	56	0	175	280	183	2	1318
1:00 PM	29	51	66	0	142	76	1	0	4	228	53	0	115	257	163	0	1185
1:15 PM	33	69	84	0	108	73	2	0	2	265	49	0	101	248	148	3	1185
1:30 PM	23	58	95	0	116	75	3	0	4	236	54	1	104	274	157	1	1201
1:45 PM	22	76	84	0	140	84	2	0	6	238	51	0	122	293	173	2	1293
2:00 PM	32	62	88	0	128	60	1	0	2	246	34	0	107	296	164	1	1221
2:15 PM	38	62	84	0	127	61	6	0	3	180	41	0	117	301	161	4	1185
2:30 PM	35	64	100	0	131	62	3	0	2	236	42	0	107	333	158	1	1274
2:45 PM	29	59	91	0	124	84	0	0	6	250	52	0	131	283	176	0	1285
	NL	NT	NR	NU	SL	ST	SR	SU	EL	ET	ER	EU	WL	WT	WR	WU	TOTAL
TOTAL VOLUMES :	466	953	1244	0	2020	1212	28	0	59	3596	777	2	1940	4707	2514	24	19542
APPROACH %'s :	17.50%	35.79%	46.71%	0.00%	61.96%	37.18%	0.86%	0.00%	1.33%	81.10%	17.52%	0.05%	21.12%	51.25%	27.37%	0.26%	
PEAK HR :	12:00 PM - 01:00 PM																TOTAL
PEAK HR VOL :	122	233	297	0	472	332	5	0	17	924	247	0	607	1270	656	6	5188
PEAK HR FACTOR :	0.824	0.971	0.825	0.000	0.849	0.912	0.625	0.000	0.708	0.840	0.846	0.000	0.867	0.902	0.896	0.750	0.956
		0.901				0.876				0.839				0.965			

Prepared by National Data & Surveying Services

N State College Blvd & E Lambert Rd

Peak Hour Turning Movement Count

ID: 19-01101-003
City: Brea

Day: Saturday
Date: 05/18/2019

PEAK HOURS

AM: NONE
NOON: 12:00 PM - 01:00 PM
PM: NONE

COUNT PERIODS

AM: NONE
NOON: 11:00 AM - 03:00 PM
PM: NONE

N State College Blvd — SOUTHBOUND

AM	0	0	0	0	0	AM
NOON	5	332	472	0	906	NOON
PM	0	0	0	0	0	PM

E Lambert Rd — EASTBOUND

AM	NOON	PM		
0	1397	0		
0	0	0	0	
0	17	0	2	
0	924	0	3.5	
0	247	0	0.5	
AM	NOON	PM		

CONTROL

Signalized

	AM	NOON	PM
TEV	0	5188	0
PHF		0.96	

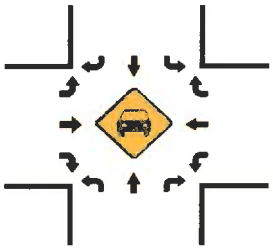
E Lambert Rd — WESTBOUND

PM	NOON	AM		
0	656	0	1	
0	1270	0	3	
0	607	0	2	
0	6	0	0	
0	1699	0		
PM	NOON	AM		

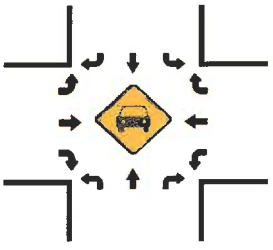
N State College Blvd — NORTHBOUND

PM	0	0	0	0	0	PM
NOON	1186	0	122	233	297	NOON
AM	0	0	0	0	0	AM

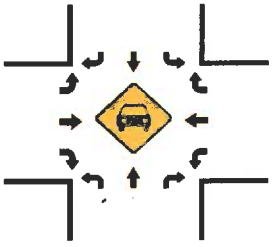
Total Vehicles (AM)



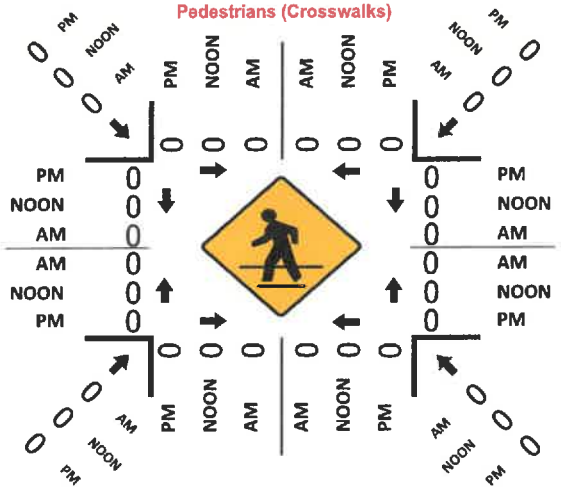
Total Vehicles (NOON)



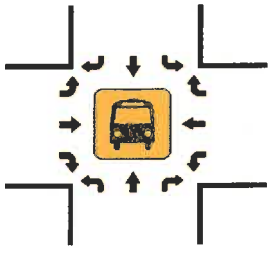
Total Vehicles (PM)



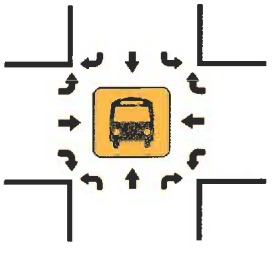
Pedestrians (Crosswalks)



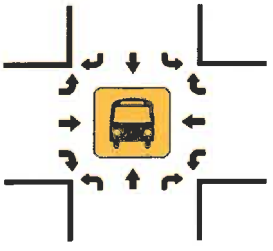
Total Vehicles (AM)



Total Vehicles (NOON)



Total Vehicles (PM)



INTERSECTION TURNING MOVEMENT COUNTS

T418

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:					
Sat, May 18, 19	LOCATION:	Brea	PROJECT #:	SC2213
	NORTH & SOUTH:	State College	LOCATION #:	1
	EAST & WEST:	Birch	CONTROL:	SIGNAL

NOTES:

AM PM MD OTHER OTHER

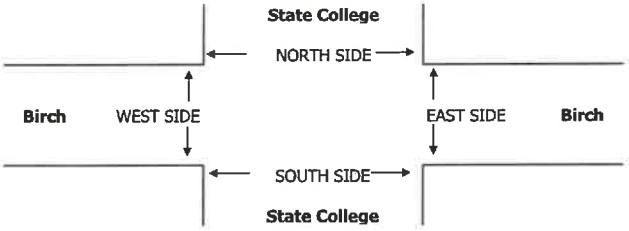
▲ N ◄ W E ► S ▼

Add U-Turns to Left Turns

	NORTHBOUND State College			SOUTHBOUND State College			EASTBOUND Birch			WESTBOUND Birch			
LANES:	NL 2	NT 2	NR 1	SL 2	ST 2	SR 0	EL 2	ET 2	ER 1	WL 2	WT 2	WR 1	TOTAL
MD 11:00 AM	26	36	27	35	83	69	37	117	32	32	147	40	681
11:15 AM	33	63	22	39	102	78	44	107	35	35	142	44	744
11:30 AM	30	62	28	41	92	84	54	130	27	35	141	46	770
11:45 AM	29	52	33	67	98	89	40	154	46	37	175	55	875
12:00 PM	24	57	37	61	119	95	55	148	40	39	160	46	881
12:15 PM	37	60	40	73	126	97	51	158	35	40	150	51	918
12:30 PM	35	59	45	46	125	104	60	180	44	44	170	52	964
12:45 PM	21	66	44	60	145	113	48	172	35	31	145	57	937
1:00 PM	40	49	51	55	98	82	62	156	36	32	140	54	855
1:15 PM	38	78	42	65	101	60	58	153	42	34	127	35	833
1:30 PM	41	70	37	51	98	71	53	164	46	35	128	50	844
1:45 PM	25	69	45	56	110	90	76	149	42	26	138	55	881
2:00 PM	34	69	36	36	74	78	66	140	35	28	117	58	771
2:15 PM	32	62	52	30	94	95	58	139	30	32	110	57	791
2:30 PM	28	81	43	33	77	79	65	159	36	37	122	45	805
2:45 PM	36	71	47	50	118	92	57	144	40	23	133	40	851
VOLUMES	509	1,004	629	798	1,660	1,376	884	2,370	601	540	2,245	785	13,401
APPROACH %	24%	47%	29%	21%	43%	36%	23%	61%	16%	15%	63%	22%	
APP/DEPART	2,142	/	2,674	3,834	/	2,800	3,855	/	3,790	3,570	/	4,137	0
BEGIN PEAK HR	12:00 PM												
VOLUMES	117	242	166	240	515	409	214	658	154	154	625	206	3,700
APPROACH %	22%	46%	32%	21%	44%	35%	21%	64%	15%	16%	63%	21%	
PEAK HR FACTOR		0.944			0.915			0.903			0.926		0.960
APP/DEPART	525	/	662	1,164	/	823	1,026	/	1,061	985	/	1,154	0

U-TURNS

NB 0	SB 0	EB 0	WB 0	TTL
0	0	0	0	0
0	0	0	0	0
0	2	1	1	4
0	0	0	0	0
0	1	1	0	2
0	1	0	0	1
0	1	1	0	2
0	0	1	0	1
0	0	0	0	0
0	1	1	0	2
0	2	0	0	2
0	0	1	0	1
0	0	1	0	1
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	8	7	1	16



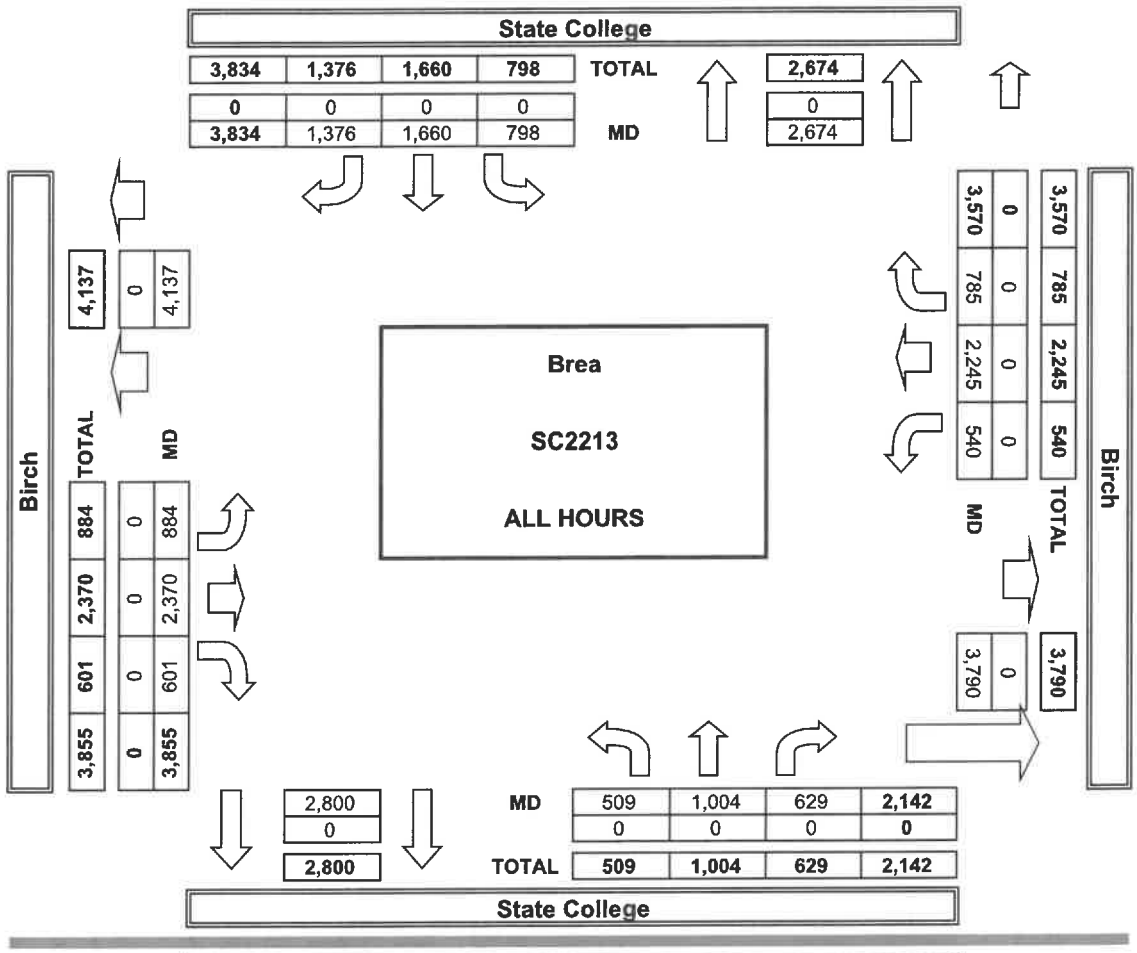
	PEDESTRIAN + BIKE CROSSINGS				
	N SIDE	S SIDE	E SIDE	W SIDE	TOTAL
MD 11:00 AM	0	0	0	0	0
11:15 AM	0	0	0	0	0
11:30 AM	0	0	0	0	0
11:45 AM	0	0	0	0	0
12:00 PM	0	0	0	0	0
12:15 PM	0	0	0	0	0
12:30 PM	0	0	0	0	0
12:45 PM	0	0	0	0	0
1:00 PM	0	0	0	0	0
1:15 PM	0	0	0	0	0
1:30 PM	0	0	0	0	0
1:45 PM	0	0	0	0	0
2:00 PM	0	0	0	0	0
2:15 PM	0	0	0	0	0
2:30 PM	0	0	0	0	0
2:45 PM	0	0	0	0	0
TOTAL	0	0	0	0	0
AM BEGIN PEAK HR	12:00 PM				

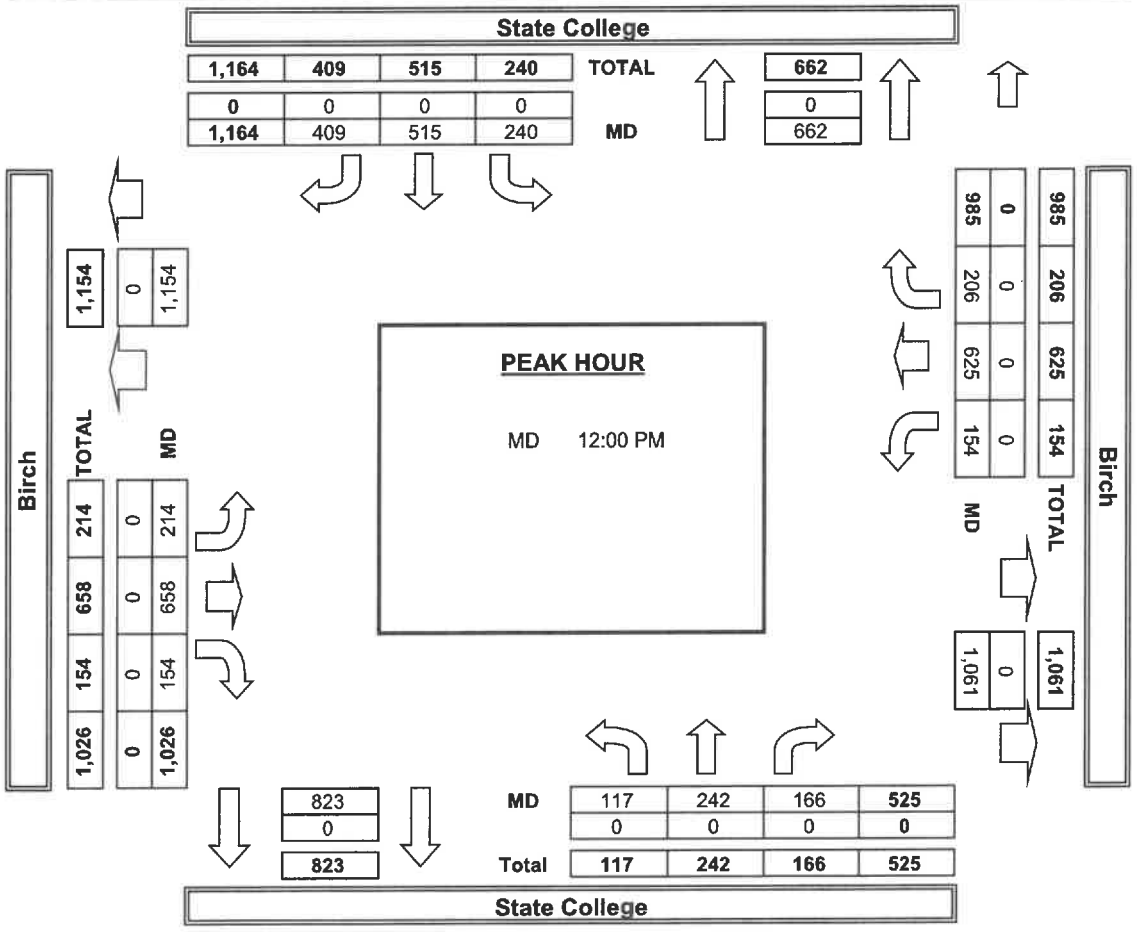
PEDESTRIAN CROSSINGS				
N SIDE	S SIDE	E SIDE	W SIDE	TOTAL
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0

BICYCLE CROSSINGS				
NS	SS	ES	WS	TOTAL
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0

AimTD LLC

TURNING MOVEMENT COUNTS





National Data & Surveying Services

Intersection Turning Movement Count

Location: State College Blvd & Birch St
City: Brea
Control: Signalized

Project ID: 18-01231-005
Date: 11/13/2018

Total

NS/EW Streets:	State College Blvd				State College Blvd				Birch St				Birch St				
AM	NORTHBOUND				SOUTHBOUND				EASTBOUND				WESTBOUND				
	2 NL	2 NT	1 NR	0 NU	2 SL	2 ST	0 SR	0 SU	2 EL	2 ET	1 ER	0 EU	2 WL	2 WT	1 WR	0 WU	TOTAL
7:00 AM	12	23	11	0	116	168	22	0	16	95	7	0	20	76	40	0	606
7:15 AM	21	19	19	0	131	235	13	0	9	89	10	0	20	85	43	0	694
7:30 AM	14	22	24	0	160	220	30	0	20	137	14	0	10	114	58	0	823
7:45 AM	20	34	27	0	184	144	49	0	23	121	8	0	19	172	88	0	889
8:00 AM	16	37	20	0	117	134	45	0	18	126	13	0	23	153	68	0	770
8:15 AM	17	35	17	0	99	104	44	0	27	84	10	0	34	137	55	0	663
8:30 AM	11	39	15	0	64	81	51	0	28	65	11	0	18	127	43	0	553
8:45 AM	20	33	9	0	73	84	59	0	12	82	17	0	23	117	43	0	572
	NL	NT	NR	NU	SL	ST	SR	SU	EL	ET	ER	EU	WL	WT	WR	WU	TOTAL
TOTAL VOLUMES :	131	242	142	0	944	1170	313	0	153	799	90	0	167	981	438	0	5570
APPROACH %'s :	25.44%	46.99%	27.57%	0.00%	38.90%	48.21%	12.90%	0.00%	14.68%	76.68%	8.64%	0.00%	10.53%	61.85%	27.62%	0.00%	
PEAK HR :	07:15 AM - 08:15 AM																TOTAL
PEAK HR VOL :	71	112	90	0	592	733	137	0	70	473	45	0	72	524	257	0	3176
PEAK HR FACTOR :	0.845	0.757	0.833	0.000	0.804	0.780	0.699	0.000	0.761	0.863	0.804	0.000	0.783	0.762	0.730	0.000	0.893
		0.943				0.891				0.860				0.764			

PM	NORTHBOUND				SOUTHBOUND				EASTBOUND				WESTBOUND				
	2 NL	2 NT	1 NR	0 NU	2 SL	2 ST	0 SR	0 SU	2 EL	2 ET	1 ER	0 EU	2 WL	2 WT	1 WR	0 WU	TOTAL
4:00 PM	27	67	34	0	62	71	55	0	54	139	44	0	28	163	82	0	826
4:15 PM	33	83	36	0	67	65	64	0	43	153	29	0	33	150	102	0	858
4:30 PM	33	71	47	0	70	79	58	0	32	138	31	0	27	200	116	0	902
4:45 PM	31	75	35	0	87	72	58	0	35	161	29	0	33	238	145	0	999
5:00 PM	24	75	43	0	62	72	65	0	48	170	46	0	33	231	153	0	1022
5:15 PM	31	85	41	0	70	83	56	0	43	184	30	0	29	223	146	0	1021
5:30 PM	45	92	27	0	72	73	64	1	57	184	41	0	36	203	123	0	1018
5:45 PM	34	84	34	0	54	71	77	2	48	158	39	0	46	168	101	0	916
	NL	NT	NR	NU	SL	ST	SR	SU	EL	ET	ER	EU	WL	WT	WR	WU	TOTAL
TOTAL VOLUMES :	258	632	297	0	544	586	497	3	360	1287	289	0	265	1576	968	0	7562
APPROACH %'s :	21.74%	53.24%	25.02%	0.00%	33.37%	35.95%	30.49%	0.18%	18.60%	66.48%	14.93%	0.00%	9.43%	56.11%	34.46%	0.00%	
PEAK HR :	04:45 PM - 05:45 PM																TOTAL
PEAK HR VOL :	131	327	146	0	291	300	243	1	183	699	146	0	131	895	567	0	4060
PEAK HR FACTOR :	0.728	0.889	0.849	0.000	0.836	0.904	0.935	0.250	0.803	0.950	0.793	0.000	0.910	0.940	0.926	0.000	0.993
		0.921				0.962				0.911				0.955			

Prepared by National Data & Surveying Services

State College Blvd & Birch St

Peak Hour Turning Movement Count

ID: 18-01231-005
City: Brea

Day: Tuesday
Date: 11/13/2018

PEAK HOURS

AM	07:15 AM - 08:15 AM
NOON	NONE
PM	04:45 PM - 05:45 PM

COUNT PERIODS

AM	07:00 AM - 09:00 AM
NOON	NONE
PM	04:00 PM - 06:00 PM

State College Blvd — SOUTHBOUND

AM	137	733	592	0	439	AM
NOON	0	0	0	0	0	NOON
PM	243	300	291	1	1078	PM

Birch St — EASTBOUND

AM	NOON	PM		
732	0	1269	⇦	
0	0	0	↶	0
70	0	183	↱	2
473	0	699	→	2
45	0	146	↳	1
AM	NOON	PM		

WESTBOUND — Birch St

PM	NOON	AM		
				1
567	0	257	↰	
895	0	524	←	2
131	0	72	↩	2
0	0	0	↷	0
1136	0	1155	⇨	
PM	NOON	AM		

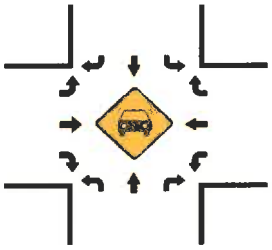
CONTROL: Signalized

TEV	3176 AM	0 NOON	4060 PM
PHF	0.89		0.99

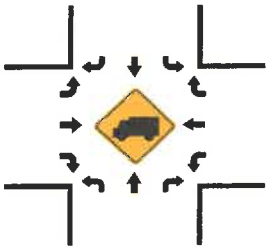
State College Blvd — NORTHBOUND

PM	577	0	131	327	146	PM
NOON	0	0	0	0	0	NOON
AM	850	0	71	112	90	AM

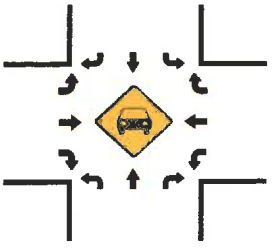
Total Vehicles (AM)



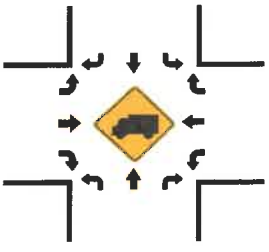
2axle (AM)



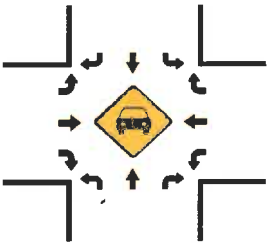
Total Vehicles (Noon)



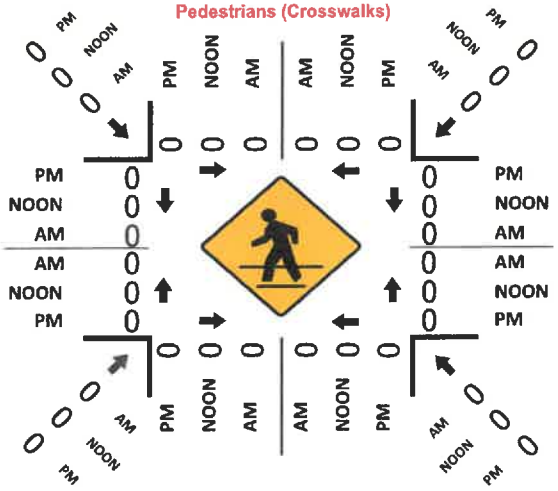
2axle (NOON)



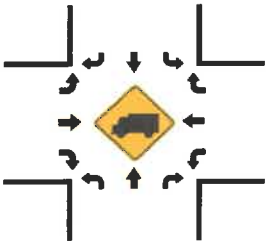
Total Vehicles (PM)



Pedestrians (Crosswalks)



2axle (PM)



Prepared by NDS/ATD

VOLUME

State College Blvd S/O Birch St

Day: Thursday
Date: 5/16/2019

City: Brea
Project #: CA19_1100_003

DAILY TOTALS	NB	SB	EB	WB	Total
	6,005	7,452	0	0	13,457

AM Period	NB		SB		EB	WB	TOTAL		PM Period	NB		SB		EB	WB	TOTAL	
00:00	10		7				17		12:00	80		105				185	
00:15	7		5				12		12:15	79		142				221	
00:30	4		7				11		12:30	106		129				235	
00:45	9	30	4	23			13	53	12:45	124	389	117	493			241	882
01:00	3		1				4		13:00	127		118				245	
01:15	0		1				1		13:15	139		111				250	
01:30	6		3				9		13:30	123		122				245	
01:45	5	14	2	7			7	21	13:45	119	508	125	476			244	984
02:00	2		1				3		14:00	121		109				230	
02:15	1		4				5		14:15	104		102				206	
02:30	2		5				7		14:30	104		109				213	
02:45	2	7	3	13			5	20	14:45	101	430	127	447			228	877
03:00	1		1				2		15:00	99		142				241	
03:15	2		4				6		15:15	123		120				243	
03:30	3		2				5		15:30	131		128				259	
03:45	1	7	5	12			6	19	15:45	133	486	122	512			255	998
04:00	4		1				5		16:00	107		137				244	
04:15	5		6				11		16:15	132		105				237	
04:30	4		9				13		16:30	123		140				263	
04:45	2	15	10	26			12	41	16:45	140	502	126	508			266	1010
05:00	9		9				18		17:00	129		127				256	
05:15	7		8				15		17:15	146		130				276	
05:30	10		22				32		17:30	138		126				264	
05:45	19	45	39	78			58	123	17:45	133	546	143	526			276	1072
06:00	8		44				52		18:00	131		131				262	
06:15	14		59				73		18:15	140		113				253	
06:30	27		100				127		18:30	123		131				254	
06:45	45	94	137	340			182	434	18:45	114	508	108	483			222	991
07:00	42		109				151		19:00	132		115				247	
07:15	46		119				165		19:15	100		95				195	
07:30	54		148				202		19:30	94		124				218	
07:45	44	186	146	522			190	708	19:45	94	420	66	400			160	820
08:00	61		147				208		20:00	89		91				180	
08:15	57		152				209		20:15	92		73				165	
08:30	58		122				180		20:30	90		62				152	
08:45	52	228	137	558			189	786	20:45	90	361	67	293			157	654
09:00	48		124				172		21:00	113		60				173	
09:15	60		103				163		21:15	72		53				125	
09:30	41		116				157		21:30	58		30				88	
09:45	51	200	116	459			167	659	21:45	33	276	37	180			70	456
10:00	55		119				174		22:00	49		32				81	
10:15	54		105				159		22:15	27		18				45	
10:30	52		117				169		22:30	22		16				38	
10:45	86	247	126	467			212	714	22:45	23	121	19	85			42	206
11:00	64		124				188		23:00	21		18				39	
11:15	75		122				197		23:15	22		11				33	
11:30	81		124				205		23:30	17		7				24	
11:45	94	314	133	503			227	817	23:45	11	71	5	41			16	112
TOTALS		1387		3008				4395	TOTALS		4618		4444				9062
SPLIT %		31.6%		68.4%				32.7%	SPLIT %		51.0%		49.0%				67.3%

DAILY TOTALS	NB	SB	EB	WB	Total
	6,005	7,452	0	0	13,457

AM Peak Hour	11:45	07:30	11:45	PM Peak Hour	16:45	17:15	17:15
AM Pk Volume	359	593	868	PM Pk Volume	553	530	1078
Pk Hr Factor	0.847	0.975	0.923	Pk Hr Factor	0.947	0.927	0.976
7 - 9 Volume	414	1080	1494	4 - 6 Volume	1048	1034	2082
7 - 9 Peak Hour	08:00	07:30	07:30	4 - 6 Peak Hour	16:45	17:00	17:00
7 - 9 Pk Volume	228	593	809	4 - 6 Pk Volume	553	526	1072
Pk Hr Factor	0.934	0.975	0.968	Pk Hr Factor	0.947	0.920	0.971

Prepared by NDS/ATD

VOLUME

State College Blvd S/O Birch St

Day: Saturday
Date: 5/18/2019

City: Brea
Project #: CA19_1100_003

DAILY TOTALS	NB	SB	EB	WB	Total
	6,548	7,440	0	0	13,988

AM Period	NB		SB		EB		WB		TOTAL		PM Period	NB		SB		EB		WB		TOTAL	
00:00	22		12						34		12:00	106		195						301	
00:15	15		14						29		12:15	139		180						319	
00:30	19		12						31		12:30	144		218						362	
00:45	18	74	8	46					26	120	12:45	131	520	201	794					332	1314
01:00	16		4						20		13:00	134		146						280	
01:15	9		7						16		13:15	154		165						319	
01:30	6		7						13		13:30	151		177						328	
01:45	5	36	1	19					6	55	13:45	137	576	186	674					323	1250
02:00	5		6						11		14:00	141		132						273	
02:15	4		1						5		14:15	137		154						291	
02:30	0		4						4		14:30	162		138						300	
02:45	2	11	6	17					8	28	14:45	148	588	177	601					325	1189
03:00	3		2						5		15:00	131		152						283	
03:15	7		0						7		15:15	163		154						317	
03:30	1		2						3		15:30	137		163						300	
03:45	2	13	5	9					7	22	15:45	144	575	186	655					330	1230
04:00	2		5						7		16:00	154		151						305	
04:15	7		7						14		16:15	146		159						305	
04:30	2		2						4		16:30	134		161						295	
04:45	1	12	4	18					5	30	16:45	115	549	163	634					278	1183
05:00	6		7						13		17:00	119		170						289	
05:15	2		8						10		17:15	128		137						265	
05:30	1		6						7		17:30	128		145						273	
05:45	5	14	11	32					16	46	17:45	136	511	123	575					259	1086
06:00	8		9						17		18:00	125		148						273	
06:15	9		15						24		18:15	113		130						243	
06:30	15		15						30		18:30	102		141						243	
06:45	17	49	15	54					32	103	18:45	128	468	139	558					267	1026
07:00	10		25						35		19:00	131		124						255	
07:15	18		32						50		19:15	111		81						192	
07:30	10		39						49		19:30	114		76						190	
07:45	32	70	34	130					66	200	19:45	112	468	72	353					184	821
08:00	18		60						78		20:00	103		88						191	
08:15	26		46						72		20:15	128		61						189	
08:30	19		71						90		20:30	114		57						171	
08:45	36	99	54	231					90	330	20:45	107	452	47	253					154	705
09:00	34		64						98		21:00	92		56						148	
09:15	41		58						99		21:15	77		53						130	
09:30	46		70						116		21:30	74		31						105	
09:45	51	172	103	295					154	467	21:45	47	290	40	180					87	470
10:00	61		101						162		22:00	42		44						86	
10:15	67		117						184		22:15	67		37						104	
10:30	64		125						189		22:30	39		29						68	
10:45	79	271	135	478					214	749	22:45	36	184	25	135					61	319
11:00	90		148						238		23:00	34		26						60	
11:15	110		156						266		23:15	28		14						42	
11:30	123		153						276		23:30	22		24						46	
11:45	115	438	165	622					280	1060	23:45	24	108	13	77					37	185
TOTALS		1259		1951						3210	TOTALS		5289		5489						10778
SPLIT %		39.2%		60.8%						22.9%	SPLIT %		49.1%		50.9%						77.1%

DAILY TOTALS	NB	SB	EB	WB	Total
	6,548	7,440	0	0	13,988

AM Peak Hour	11:45	11:45	11:45	PM Peak Hour	14:30	12:00	12:00
AM Pk Volume	504	758	1262	PM Pk Volume	604	794	1314
Pk Hr Factor	0.875	0.869	0.872	Pk Hr Factor	0.926	0.911	0.907
7 - 9 Volume	169	361	530	4 - 6 Volume	1060	1209	2269
7 - 9 Peak Hour	08:00	08:00	08:00	4 - 6 Peak Hour	16:00	16:15	16:00
7 - 9 Pk Volume	99	231	330	4 - 6 Pk Volume	549	653	1183
Pk Hr Factor	0.688	0.813	0.917	Pk Hr Factor	0.891	0.960	0.970

National Data & Surveying Services

Intersection Turning Movement Count

Location: Brea Mall S Dwy & S State College Blvd
City: Brea
Control: Signalized

Project ID: 19-01152-003
Date: 8/3/2019

Total

NS/EW Streets:	Brea Mall S Dwy				Brea Mall S Dwy				S State College Blvd				S State College Blvd				
NOON	NORTHBOUND				SOUTHBOUND				EASTBOUND				WESTBOUND				
	1.5	0.5	1	0	0.5	1.5	1	0	2	2	0	0	1	2	0	0	
	NL	NT	NR	NU	SL	ST	SR	SU	EL	ET	ER	EU	WL	WT	WR	WU	TOTAL
11:00 AM	30	5	22	0	4	7	51	1	107	92	10	1	25	81	6	0	442
11:15 AM	30	6	9	0	5	1	46	1	110	80	4	2	17	87	6	0	404
11:30 AM	34	5	18	0	3	7	65	0	126	80	5	1	31	84	7	0	466
11:45 AM	37	6	18	0	4	4	63	0	148	96	11	1	25	87	5	0	505
12:00 PM	37	10	22	0	4	8	60	0	137	96	11	0	24	112	9	0	530
12:15 PM	59	9	17	0	4	4	76	0	109	88	15	1	25	113	7	1	528
12:30 PM	35	12	21	0	8	6	70	0	143	92	6	1	23	143	6	0	566
12:45 PM	42	9	26	0	8	4	92	0	122	80	6	1	27	98	6	1	522
1:00 PM	44	9	20	0	9	3	84	0	133	79	7	0	20	125	6	0	539
1:15 PM	33	6	15	0	3	4	83	0	115	97	6	0	18	100	5	0	485
1:30 PM	37	6	24	0	11	5	95	0	133	79	11	1	19	138	6	0	565
1:45 PM	54	8	19	0	15	7	110	0	148	90	4	0	16	115	7	1	594
2:00 PM	38	8	21	0	9	7	93	0	134	87	9	0	24	124	2	0	556
2:15 PM	38	2	16	0	8	3	123	0	136	84	5	4	19	161	5	1	605
2:30 PM	30	5	30	0	9	1	96	0	124	79	10	0	20	156	7	1	568
2:45 PM	43	2	9	0	12	4	99	0	128	85	3	1	21	119	8	0	534
	NL	NT	NR	NU	SL	ST	SR	SU	EL	ET	ER	EU	WL	WT	WR	WU	TOTAL
TOTAL VOLUMES :	621	108	307	0	116	75	1306	2	2053	1384	123	14	354	1843	98	5	8409
APPROACH %'s :	59.94%	10.42%	29.63%	0.00%	7.74%	5.00%	87.12%	0.13%	57.44%	38.72%	3.44%	0.39%	15.39%	80.13%	4.26%	0.22%	
PEAK HR :	01:45 PM - 02:45 PM																TOTAL
PEAK HR VOL :	160	23	86	0	41	18	422	0	542	340	28	4	79	556	21	3	2323
PEAK HR FACTOR :	0.741	0.719	0.717	0.000	0.683	0.643	0.858	0.000	0.916	0.944	0.700	0.250	0.823	0.863	0.750	0.750	0.960
	0.830				0.897				0.944				0.886				

Prepared by National Data & Surveying Services

Brea Mall S Dwy & S State College Blvd

Peak Hour Turning Movement Count

ID: 19-01152-003
City: Brea

Day: Saturday
Date: 08/03/2019

PEAK HOURS	COUNT PERIODS
NONE	NONE
01:45 PM - 02:45 PM	11:00 AM - 03:00 PM
NONE	NONE

Brea Mall S Dwy — SOUTHBOUND

AM	0	0	0	0	0	AM
NOON	422	18	41	0	586	NOON
PM	0	0	0	0	0	PM

1 1.5 0.5 0

EASTBOUND — S State College Blvd

AM	NOON	PM	
0	1142	0	
0	4	0	0
0	542	0	2
0	340	0	2
0	28	0	0
AM	NOON	PM	

CONTROL

Signalized

	AM	NOON	PM
TEV	0	2323	0
PHF		0.96	

WESTBOUND — S State College Blvd

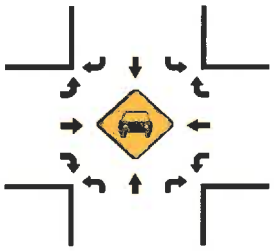
PM	NOON	AM	
0	21	0	0
0	556	0	2
0	79	0	1
0	3	0	0
0	470	0	
PM	NOON	AM	

0 1.5 0.5 1

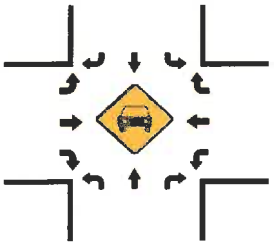
Brea Mall S Dwy — NORTHBOUND

PM	0	0	0	0	0	PM
NOON	125	0	160	23	86	NOON
AM	0	0	0	0	0	AM

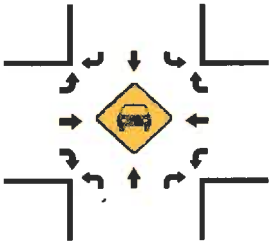
Total Vehicles (AM)



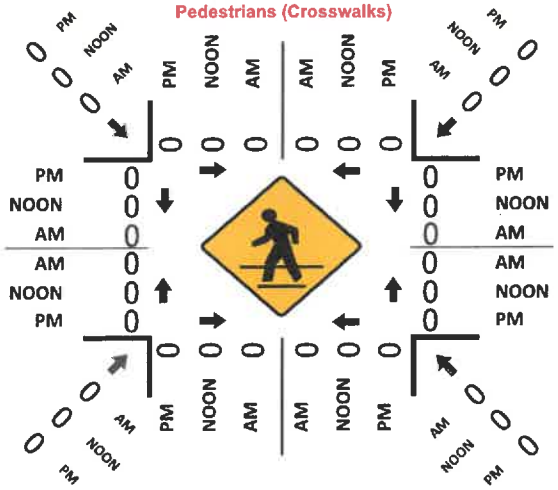
Total Vehicles (NOON)



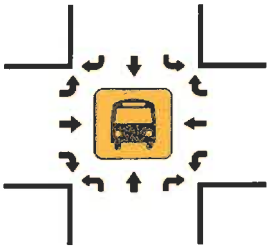
Total Vehicles (PM)



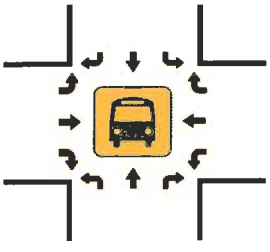
Pedestrians (Crosswalks)



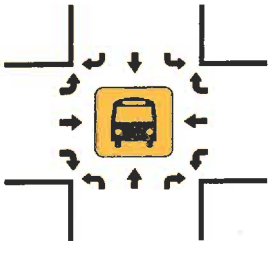
Total Vehicles (AM)



Total Vehicles (NOON)



Total Vehicles (PM)



National Data & Surveying Services

Intersection Turning Movement Count

Location: S State College Blvd & Imperial Hwy
City: Brea
Control: Signalized

Project ID: 19-01101-014
Date: 5/18/2019

Total

NS/EW Streets:	S State College Blvd				S State College Blvd				Imperial Hwy				Imperial Hwy				
NOON	NORTHBOUND				SOUTHBOUND				EASTBOUND				WESTBOUND				
	2	2	1	0	2	1.5	0.5	0	2	3.5	0.5	0	2	3	1	0	
	NL	NT	NR	NU	SL	ST	SR	SU	EL	ET	ER	EU	WL	WT	WR	WU	TOTAL
11:00 AM	48	68	94	1	86	39	32	0	29	362	27	1	97	368	178	10	1440
11:15 AM	53	89	119	3	79	63	24	0	21	375	32	2	94	365	212	16	1547
11:30 AM	64	105	128	3	88	44	44	0	40	368	37	2	98	385	165	13	1584
11:45 AM	59	110	146	3	105	65	31	0	22	330	31	0	137	440	241	24	1744
12:00 PM	70	106	137	1	120	78	45	0	29	349	50	1	129	399	183	24	1721
12:15 PM	54	110	138	4	124	93	38	0	41	359	39	0	124	414	200	17	1755
12:30 PM	56	133	114	5	138	107	55	0	33	382	48	0	135	426	203	13	1848
12:45 PM	55	94	99	1	129	111	41	0	37	340	44	1	108	382	185	19	1646
1:00 PM	47	84	93	4	123	78	38	0	29	396	36	0	139	432	198	17	1714
1:15 PM	47	67	88	1	138	99	40	0	36	394	42	1	125	403	217	13	1711
1:30 PM	58	82	99	3	147	90	46	0	32	403	39	0	129	392	189	13	1722
1:45 PM	55	77	101	1	150	94	42	0	36	420	43	1	145	423	188	17	1793
2:00 PM	39	76	92	1	155	110	37	0	32	416	41	3	112	414	188	23	1739
2:15 PM	43	73	86	0	118	89	53	0	34	373	34	0	115	368	168	18	1572
2:30 PM	43	77	83	2	156	99	46	0	23	375	40	0	117	392	179	14	1646
2:45 PM	37	68	79	2	145	108	41	0	33	375	34	0	112	388	188	19	1629
	NL	NT	NR	NU	SL	ST	SR	SU	EL	ET	ER	EU	WL	WT	WR	WU	TOTAL
TOTAL VOLUMES :	828	1419	1696	35	2001	1367	653	0	507	6017	617	12	1916	6391	3082	270	26811
APPROACH %'s :	20.81%	35.67%	42.63%	0.88%	49.76%	34.00%	16.24%	0.00%	7.09%	84.12%	8.63%	0.17%	16.43%	54.82%	26.43%	2.32%	
PEAK HR :	11:45 AM - 12:45 PM																TOTAL
PEAK HR VOL :	239	459	535	13	487	343	169	0	125	1420	168	1	525	1679	827	78	7068
PEAK HR FACTOR :	0.854	0.863	0.916	0.650	0.882	0.801	0.768	0.000	0.762	0.929	0.840	0.250	0.958	0.954	0.858	0.813	0.956
	0.980				0.833				0.925				0.923				

Prepared by National Data & Surveying Services

S State College Blvd & Imperial Hwy

Peak Hour Turning Movement Count

ID: 19-01101-014
City: Brea

Day: Saturday
Date: 05/18/2019

PEAK HOURS

AM: NONE
NOON: 11:45 AM - 12:45 PM
PM: NONE

COUNT PERIODS

AM: NONE
NOON: 11:00 AM - 03:00 PM
PM: NONE

S State College Blvd — SOUTHBOUND

AM	0	0	0	0	0	AM
NOON	169	343	487	0	1411	NOON
PM	0	0	0	0	0	PM

0.5 1.5 2 0

Imperial Hwy — EASTBOUND

AM	NOON	PM	
0	2088	0	
0	1	0	0
0	125	0	2
0	1420	0	3.5
0	168	0	0.5
AM	NOON	PM	

CONTROL

Signalized

	AM	NOON	PM
TEV	0	7068	0
PHF		0.96	

Imperial Hwy — WESTBOUND

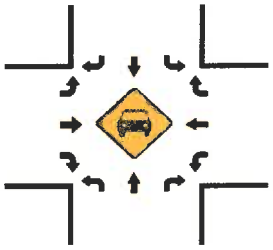
PM	NOON	AM	
0	827	0	1
0	1679	0	3
0	525	0	2
0	78	0	0
0	2520	0	
PM	NOON	AM	

0 2 2 1

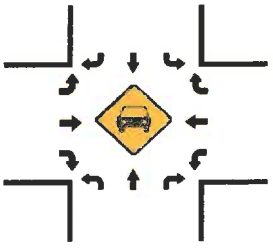
S State College Blvd — NORTHBOUND

PM	0	0	0	0	0	PM
NOON	1049	13	239	459	535	NOON
AM	0	0	0	0	0	AM

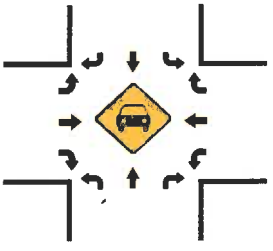
Total Vehicles (AM)



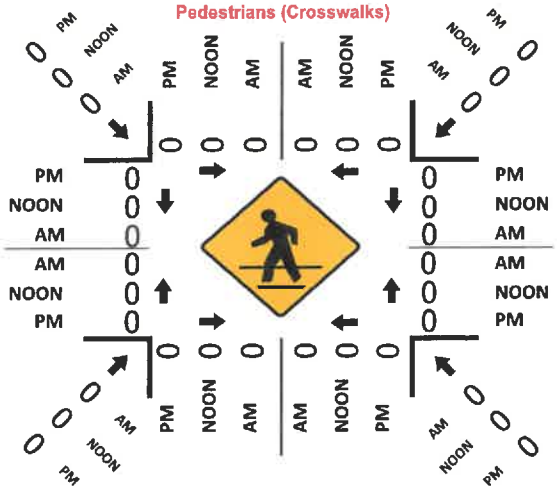
Total Vehicles (NOON)



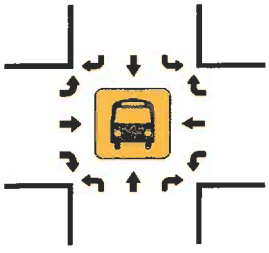
Total Vehicles (PM)



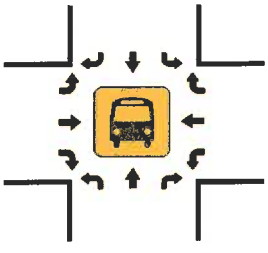
Pedestrians (Crosswalks)



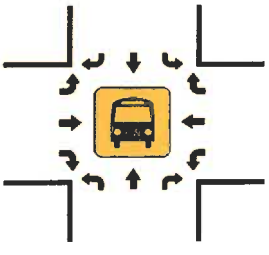
Total Vehicles (AM)



Total Vehicles (NOON)



Total Vehicles (PM)



Transportation Studies, Inc.

2640 Walnut Avenue, Suite L
Tustin, CA. 92780

Location : N. STATE COLLEGE BOULEVARD
Segment : BASTANCHURY RD TO N.C.L.
Client : CITY FULLERTON

Site: FULLERTON
Date: 02/15/24

Day: Thursday

Interval	NB				SB				Combined			
Begin	AM		PM		AM		PM		AM		PM	
12:00	23	60	174	680	25	67	126	558	48	127	300	1,238
12:15	15		176		12		138		27		314	
12:30	13		162		18		154		31		316	
12:45	9		168		12		140		21		308	
01:00	12	33	202	624	11	30	152	673	23	63	354	1,297
01:15	4		164		4		173		8		337	
01:30	11		134		7		160		18		294	
01:45	6		124		8		188		14		312	
02:00	5	26	150	765	5	19	167	703	10	45	317	1,468
02:15	13		168		2		176		15		344	
02:30	6		220		6		172		12		392	
02:45	2		227		6		188		8		415	
03:00	5	29	197	907	4	26	216	898	9	55	413	1,805
03:15	8		232		3		216		11		448	
03:30	7		224		9		262		16		486	
03:45	9		254		10		204		19		458	
04:00	4	24	258	976	8	69	180	746	12	93	438	1,722
04:15	5		256		11		194		16		450	
04:30	8		228		28		188		36		416	
04:45	7		234		22		184		29		418	
05:00	14	100	244	1,005	26	136	215	777	40	236	459	1,782
05:15	20		278		20		204		40		482	
05:30	30		242		36		174		66		416	
05:45	36		241		54		184		90		425	
06:00	26	181	223	738	64	439	176	642	90	620	399	1,380
06:15	32		190		66		170		98		360	
06:30	41		151		126		156		167		307	
06:45	82		174		183		140		265		314	
07:00	74	467	166	516	296	1,407	112	389	370	1,874	278	905
07:15	122		127		356		114		478		241	
07:30	131		127		354		78		485		205	
07:45	140		96		401		85		541		181	
08:00	131	664	96	363	371	1,278	96	328	502	1,942	192	691
08:15	170		96		320		78		490		174	
08:30	201		77		256		80		457		157	
08:45	162		94		331		74		493		168	
09:00	122	484	76	298	226	784	68	235	348	1,268	144	533
09:15	112		86		206		70		318		156	
09:30	132		70		186		53		318		123	
09:45	118		66		166		44		284		110	
10:00	122	500	48	165	146	582	36	161	268	1,082	84	326
10:15	120		39		158		42		278		81	
10:30	124		44		144		47		268		91	
10:45	134		34		134		36		268		70	
11:00	146	625	24	104	144	566	28	82	290	1,191	52	186
11:15	161		24		137		22		298		46	
11:30	152		26		135		18		287		44	
11:45	166		30		150		14		316		44	
Totals	3,193		7,141		5,403		6,192		8,596		13,333	
Split%	37.1		53.6		62.9		46.4					
Day Totals		10,334				11,595				21,929		
Day Splits		47.1				52.9						
Peak Hour	08:00		05:00		07:15		03:00		07:30		03:30	
Volume	664		1,005		1,482		898		2,018		1,832	
Factor	0.83		0.90		0.92		0.86		0.93		0.94	

* Data File : D2402104

Transportation Studies, Inc.

2640 Walnut Avenue, Suite L
Tustin, CA. 92780

Location : N. STATE COLLEGE BOULEVARD
Segment : YORBA LINDA BVD TO BASTANCHURY
Client : CITY FULLERTON

Site: FULLERTON
Date: 02/15/24

Day: Thursday

Interval	NB				SB				Combined			
Begin	AM		PM		AM		PM		AM		PM	
12:00	9	38	130	534	20	55	126	598	29	93	256	1.132
12:15	9		125		16		156		25		281	
12:30	10		115		12		166		22		281	
12:45	10		164		7		150		17		314	
01:00	8	29	188	507	2	22	142	595	10	51	330	1.102
01:15	10		108		4		136		14		244	
01:30	4		114		9		145		13		259	
01:45	7		97		7		172		14		269	
02:00	1	11	144	649	2	11	176	732	3	22	320	1.381
02:15	3		148		3		191		6		339	
02:30	5		197		1		183		6		380	
02:45	2		160		5		182		7		342	
03:00	2	10	156	744	2	13	206	914	4	23	362	1.658
03:15	5		130		4		214		9		344	
03:30	1		216		2		253		3		469	
03:45	2		242		5		241		7		483	
04:00	1	26	259	893	8	51	174	770	9	77	433	1.663
04:15	3		234		5		180		8		414	
04:30	11		202		18		214		29		416	
04:45	11		198		20		202		31		400	
05:00	12	63	248	957	10	92	198	755	22	155	446	1.712
05:15	6		256		22		211		28		467	
05:30	15		246		24		176		39		422	
05:45	30		207		36		170		66		377	
06:00	28	158	162	670	46	409	142	530	74	567	304	1.200
06:15	34		172		58		137		92		309	
06:30	28		144		117		125		145		269	
06:45	68		192		188		126		256		318	
07:00	87	450	164	504	310	1.636	97	358	397	2.086	261	862
07:15	129		120		438		101		567		221	
07:30	128		120		406		96		534		216	
07:45	106		100		482		64		588		164	
08:00	118	520	68	270	463	1.529	78	288	581	2.049	146	558
08:15	162		70		444		78		606		148	
08:30	141		49		290		74		431		123	
08:45	99		83		332		58		431		141	
09:00	98	397	91	301	216	889	80	236	314	1.286	171	537
09:15	97		58		214		68		311		126	
09:30	82		66		244		48		326		114	
09:45	120		86		215		40		335		126	
10:00	82	379	56	144	148	557	30	124	230	936	86	268
10:15	91		32		133		36		224		68	
10:30	96		26		138		32		234		58	
10:45	110		30		138		26		248		56	
11:00	128	525	24	99	138	551	18	61	266	1.076	42	160
11:15	128		18		140		18		268		36	
11:30	143		16		133		16		276		32	
11:45	126		41		140		9		266		50	
Totals	2.606		6.272		5.815		5.961		8.421		12.233	
Split%	30.9		51.3		69.1		48.7					
Day Totals		8.878				11.776				20.654		
Day Splits		43.0				57.0						
Peak Hour	07:45		05:00		07:30		03:00		07:30		03:30	
Volume	527		957		1.795		914		2.309		1.799	
Factor	0.81		0.93		0.93		0.90		0.95		0.93	

* Data File : D2402103

Transportation Studies, Inc.

2640 Walnut Avenue, Suite L
Tustin, CA. 92780

Location : N. STATE COLLEGE BOULEVARD
Segment : DOROTHY LN TO YORBA LINDA BV
Client : CITY FULLERTON

Site: FULLERTON
Date: 02/15/24
Day: Thursday

Interval	NB				SB				Combined			
Begin	AM		PM		AM		PM		AM		PM	
12:00	27	68	221	939	19	70	211	895	46	138	432	1.834
12:15	16		220		19		212		35		432	
12:30	12		198		18		228		30		426	
12:45	13		300		14		244		27		544	
01:00	18	65	314	923	10	36	213	856	28	101	527	1.779
01:15	24		204		6		206		30		410	
01:30	10		219		12		227		22		446	
01:45	13		186		8		210		21		396	
02:00	5	22	249	1.199	8	19	222	987	13	41	471	2.186
02:15	6		303		4		274		10		577	
02:30	6		384		3		282		9		666	
02:45	5		263		4		209		9		472	
03:00	3	18	250	1.349	1	15	257	1.209	4	33	507	2.558
03:15	7		226		5		297		12		523	
03:30	3		384		5		326		8		710	
03:45	5		489		4		329		9		818	
04:00	8	40	444	1,386	7	62	259	1,019	15	102	703	2,405
04:15	2		332		5		236		7		568	
04:30	15		322		21		254		36		576	
04:45	15		288		29		270		44		558	
05:00	16	87	361	1.412	15	99	270	1.106	31	186	631	2.518
05:15	16		399		16		285		32		684	
05:30	23		380		28		267		51		647	
05:45	32		272		40		284		72		556	
06:00	27	204	286	1.083	53	390	220	845	80	594	506	1.928
06:15	42		249		60		226		102		475	
06:30	39		256		113		200		152		456	
06:45	96		292		164		199		260		491	
07:00	133	673	285	843	336	1.558	144	491	469	2.231	429	1.334
07:15	231		212		354		126		585		338	
07:30	177		179		376		116		553		295	
07:45	132		167		492		105		624		272	
08:00	169	699	142	520	502	1.570	98	380	671	2.269	240	900
08:15	208		128		418		104		626		232	
08:30	193		122		304		96		497		218	
08:45	129		128		346		82		475		210	
09:00	111	559	240	673	259	1,108	92	295	370	1,667	332	968
09:15	126		163		244		83		370		246	
09:30	134		120		310		62		444		182	
09:45	188		150		295		58		483		208	
10:00	166	625	100	273	208	828	60	191	374	1.453	160	464
10:15	136		80		220		49		356		129	
10:30	140		48		209		42		349		90	
10:45	183		45		191		40		374		85	
11:00	160	856	35	134	228	854	28	85	388	1.710	63	219
11:15	238		33		220		19		458		52	
11:30	260		38		203		22		463		60	
11:45	198		28		203		16		401		44	
Totals	3.916		10.734		6.609		8.359		10.525		19.093	
Split%	37.2		56.2		62.8		43.8					
Day Totals		14.650				14.968				29.618		
Day Splits		49.5				50.5						
Peak Hour	11:00		03:30		07:30		03:15		07:30		03:30	
Volume	856		1.649		1.788		1.211		2.474		2.799	
Factor	0.82		0.84		0.89		0.92		0.92		0.86	

* Data File : D2402102

Transportation Studies, Inc.

2640 Walnut Avenue, Suite L
Tustin, CA. 92780

Location : N. STATE COLLEGE BOULEVARD
Segment : CHAPMAN AVE TO DOROTHY LN.
Client : CITY FULLERTON

Site: FULLERTON
Date: 02/15/24

Interval	NB				SB				Combined				Day: Thursday
Begin	AM		PM		AM		PM		AM		PM		
12:00	35	87	233	988	19	57	198	964	54	144	431	1.952	
12:15	19		255		14		222		33		477		
12:30	18		246		16		244		34		490		
12:45	15		254		8		300		23		554		
01:00	20	72	236	930	8	22	343	1.086	28	94	579	2.016	
01:15	28		234		4		226		32		460		
01:30	8		224		4		260		12		484		
01:45	16		236		6		257		22		493		
02:00	4	26	277	923	10	21	273	1.188	14	47	550	2.111	
02:15	7		230		6		322		13		552		
02:30	6		196		1		303		7		499		
02:45	9		220		4		290		13		510		
03:00	4	20	244	1.121	3	31	276	1.152	7	51	520	2.273	
03:15	10		258		8		246		18		504		
03:30	2		320		4		316		6		636		
03:45	4		299		16		314		20		613		
04:00	4	40	270	1,096	10	73	230	932	14	113	500	2.028	
04:15	2		288		6		242		8		530		
04:30	16		254		19		216		35		470		
04:45	18		284		38		244		56		528		
05:00	24	102	278	1,170	32	163	291	1.074	56	265	569	2,244	
05:15	18		300		24		278		42		578		
05:30	24		294		41		271		65		565		
05:45	36		298		66		234		102		532		
06:00	44	280	294	1.030	52	438	240	960	96	718	534	1.990	
06:15	50		230		86		216		136		446		
06:30	60		256		116		218		176		474		
06:45	126		250		184		286		310		536		
07:00	129	819	211	729	274	1.246	250	637	403	2.065	461	1.366	
07:15	180		202		338		156		518		358		
07:30	232		166		300		113		532		279		
07:45	278		150		334		118		612		268		
08:00	353	1.280	130	498	318	1.247	112	449	671	2.527	242	947	
08:15	426		130		316		116		742		246		
08:30	296		116		344		119		640		235		
08:45	205		122		269		102		474		224		
09:00	194	944	124	382	235	909	121	467	429	1,853	245	849	
09:15	219		94		210		106		429		200		
09:30	272		84		204		114		476		198		
09:45	259		80		260		126		519		206		
10:00	156	685	80	241	236	834	75	203	392	1.519	155	444	
10:15	142		66		206		36		348		102		
10:30	170		51		184		56		354		107		
10:45	217		44		208		36		425		80		
11:00	230	826	39	148	244	1.018	34	115	474	1.844	73	263	
11:15	224		41		266		30		490		71		
11:30	184		34		242		31		426		65		
11:45	188		34		266		20		454		54		
Totals	5.181		9.256		6.059		9.227		11.240		18.483		
Split%	46.1		50.1		53.9		49.9						
Day Totals		14.437				15.286				29.723			
Day Splits		48.6				51.4							
Peak Hour	07:45		05:15		07:45		02:15		07:45		03:30		
Volume	1.353		1.186		1.312		1.191		2.665		2.279		
Factor	0.79		0.99		0.95		0.92		0.90		0.90		

* Data File : D2402101

Transportation Studies, Inc.

2640 Walnut Avenue, Suite L
Tustin, CA. 92780

Location : N. STATE COLLEGE BOULEVARD
Segment : COMMONWEALTH TO CHAPMAN AVE
Client : CITY FULLERTON

Site: FULLERTON
Date: 02/15/24

Interval	NB				SB				Combined				Day: Thursday
Begin	AM		PM		AM		PM		AM		PM		
12:00	25	76	168	697	25	79	178	809	50	155	346	1.506	
12:15	21		182		24		180		45		362		
12:30	20		173		16		203		36		376		
12:45	10		174		14		248		24		422		
01:00	16	54	136	591	10	53	284	938	26	107	420	1.529	
01:15	20		126		13		227		33		353		
01:30	8		160		14		219		22		379		
01:45	10		169		16		208		26		377		
02:00	6	30	180	677	8	24	182	989	14	54	362	1.666	
02:15	6		136		5		249		11		385		
02:30	12		171		5		282		17		453		
02:45	6		190		6		276		12		466		
03:00	4	23	158	766	1	38	204	961	5	61	362	1.727	
03:15	7		170		9		228		16		398		
03:30	6		240		16		232		22		472		
03:45	6		198		12		297		18		495		
04:00	8	73	202	836	10	79	302	1,070	18	152	504	1.906	
04:15	10		212		9		266		19		478		
04:30	29		200		22		272		51		472		
04:45	26		222		38		230		64		452		
05:00	34	155	238	929	31	160	243	1,084	65	315	481	2.013	
05:15	28		246		30		292		58		538		
05:30	39		218		51		282		90		500		
05:45	54		227		48		267		102		494		
06:00	36	253	208	788	74	435	230	863	110	688	438	1.651	
06:15	52		192		74		199		126		391		
06:30	81		198		127		224		208		422		
06:45	84		190		160		210		244		400		
07:00	110	596	160	569	222	1.084	198	613	332	1.680	358	1.182	
07:15	125		154		278		166		403		320		
07:30	163		141		312		129		475		270		
07:45	198		114		272		120		470		234		
08:00	234	808	118	383	264	1.032	136	457	498	1.840	254	840	
08:15	232		103		264		122		496		225		
08:30	182		86		274		116		456		202		
08:45	160		76		230		83		390		159		
09:00	164	743	84	259	153	705	131	451	317	1,448	215	710	
09:15	168		66		175		122		343		188		
09:30	218		53		180		88		398		141		
09:45	193		56		197		110		390		166		
10:00	118	511	50	188	200	676	76	253	318	1,187	126	441	
10:15	117		54		168		68		285		122		
10:30	130		42		160		60		290		102		
10:45	146		42		148		49		294		91		
11:00	158	639	36	126	170	768	35	154	328	1.407	71	280	
11:15	156		27		208		44		364		71		
11:30	155		36		208		40		363		76		
11:45	170		27		182		35		352		62		
Totals	3.961		6.809		5.133		8.642		9.094		15.451		
Split%	43.6		44.1		56.4		55.9						
Day Totals		10.770				13.775				24.545			
Day Splits		43.9				56.1							
Peak Hour	07:45		05:00		07:15		03:45		07:30		05:00		
Volume	846		929		1.126		1.137		1.939		2.013		
Factor	0.90		0.94		0.90		0.94		0.97		0.94		

* Data File : D2402100

Transportation Studies, Inc.

2640 Walnut Avenue, Suite L
Tustin, CA. 92780

Location : N. STATE COLLEGE BOULEVARD
Segment : ORANGETHORPE TO COMMONWEALTH
Client : CITY FULLERTON

Site: FULLERTON
Date: 02/15/24
Day: Thursday

Interval	NB				SB				Combined			
Begin	AM		PM		AM		PM		AM		PM	
12:00	24	78	144	625	24	78	167	714	48	156	311	1.339
12:15	21		164		14		170		35		334	
12:30	17		158		26		162		43		320	
12:45	16		159		14		215		30		374	
01:00	19	58	124	555	12	47	234	789	31	105	358	1.344
01:15	18		134		12		183		30		317	
01:30	12		150		12		180		24		330	
01:45	9		147		11		192		20		339	
02:00	7	39	168	626	16	33	170	961	23	72	338	1.587
02:15	10		140		4		242		14		382	
02:30	10		142		8		294		18		436	
02:45	12		176		5		255		17		431	
03:00	5	22	146	691	4	46	208	894	9	68	354	1.585
03:15	5		157		9		192		14		349	
03:30	6		216		14		216		20		432	
03:45	6		172		19		278		25		450	
04:00	8	73	202	789	14	96	284	953	22	169	486	1.742
04:15	13		198		19		249		32		447	
04:30	18		191		24		210		42		401	
04:45	34		198		39		210		73		408	
05:00	48	184	212	801	32	163	212	911	80	347	424	1.712
05:15	32		214		38		248		70		462	
05:30	56		182		53		252		109		434	
05:45	48		193		40		199		88		392	
06:00	52	299	196	736	64	402	180	709	116	701	376	1.445
06:15	62		174		64		184		126		358	
06:30	82		174		102		183		184		357	
06:45	103		192		172		162		275		354	
07:00	104	572	144	470	222	1.036	198	550	326	1.608	342	1.020
07:15	110		130		254		136		364		266	
07:30	160		98		306		112		466		210	
07:45	198		98		254		104		452		202	
08:00	248	782	94	335	228	916	107	354	476	1.698	201	689
08:15	226		82		236		98		462		180	
08:30	156		70		236		82		392		152	
08:45	152		89		216		67		368		156	
09:00	152	735	64	239	149	675	106	388	301	1.410	170	627
09:15	161		65		166		96		327		161	
09:30	232		64		180		78		412		142	
09:45	190		46		180		108		370		154	
10:00	128	518	70	220	158	580	61	233	286	1.098	131	453
10:15	124		65		165		64		289		129	
10:30	118		53		135		66		253		119	
10:45	148		32		122		42		270		74	
11:00	133	609	52	143	155	679	36	132	288	1.288	88	275
11:15	166		32		180		32		346		64	
11:30	158		38		188		36		346		74	
11:45	152		21		156		28		308		49	
Totals	3.969		6.230		4.751		7.588		8.720		13.818	
Split%	45.5		45.1		54.5		54.9					
Day Totals		10.199				12.339				22.538		
Day Splits		45.3				54.7						
Peak Hour	07:30		04:30		07:15		03:30		07:30		03:30	
Volume	832		815		1.042		1.027		1.856		1.815	
Factor	0.84		0.95		0.85		0.90		0.97		0.93	

Data File : D2402099

Transportation Studies, Inc.

2640 Walnut Avenue, Suite L
Tustin, CA. 92780

Location : N. STATE COLLEGE BLVD
Segment : S.C.L. TO ORANGETHORPE AVE
Client : CITY FULLERTON

Site: FULLERTON
Date: 02/15/24

Interval	NB				SB				Combined				Day: Thursday
Begin	AM		PM		AM		PM		AM		PM		
12:00	18	84	164	760	46	124	197	894	64	208	361	1.654	
12:15	24		212		30		230		54		442		
12:30	20		168		22		211		42		379		
12:45	22		216		26		256		48		472		
01:00	15	63	162	749	22	71	302	1.078	37	134	464	1.827	
01:15	22		203		18		258		40		461		
01:30	12		172		16		260		28		432		
01:45	14		212		15		258		29		470		
02:00	16	62	175	730	21	65	296	1.261	37	127	471	1.991	
02:15	10		176		8		265		18		441		
02:30	12		177		22		368		34		545		
02:45	24		202		14		332		38		534		
03:00	20	116	186	805	9	66	280	1.282	29	182	466	2.087	
03:15	18		187		14		286		32		473		
03:30	30		226		21		354		51		580		
03:45	48		206		22		362		70		568		
04:00	36	301	210	833	20	116	397	1.294	56	417	607	2.127	
04:15	35		190		20		313		55		503		
04:30	88		218		38		306		126		524		
04:45	142		215		38		278		180		493		
05:00	100	408	208	870	40	230	354	1.245	140	638	562	2.115	
05:15	79		216		42		327		121		543		
05:30	105		216		72		306		177		522		
05:45	124		230		76		258		200		488		
06:00	99	567	210	773	84	538	252	938	183	1.105	462	1.711	
06:15	134		187		100		252		234		439		
06:30	146		208		138		206		284		414		
06:45	188		168		216		228		404		396		
07:00	196	862	165	540	254	1.176	226	710	450	2.038	391	1.250	
07:15	192		150		269		177		461		327		
07:30	220		111		365		156		585		267		
07:45	254		114		288		151		542		265		
08:00	324	1.037	103	397	276	1.047	125	476	600	2.084	228	873	
08:15	269		115		255		130		524		245		
08:30	230		79		274		116		504		195		
08:45	214		100		242		105		456		205		
09:00	205	929	78	296	206	833	120	478	411	1.762	198	774	
09:15	232		82		199		126		431		208		
09:30	265		68		200		120		465		188		
09:45	227		68		228		112		455		180		
10:00	160	704	62	234	226	823	94	352	386	1.527	156	586	
10:15	176		81		214		96		390		177		
10:30	167		47		199		98		366		145		
10:45	201		44		184		64		385		108		
11:00	175	779	47	157	210	876	78	248	385	1.655	125	405	
11:15	210		38		236		52		446		90		
11:30	204		40		226		78		430		118		
11:45	190		32		204		40		394		72		
Totals	5.912		7.144		5.965		10.256		11.877		17.400		
Split%	49.8		41.1		50.2		58.9						
Day Totals		13.056				16.221				29.277			
Day Splits		44.6				55.4							
Peak Hour	07:45		05:15		07:15		03:30		07:30		03:30		
Volume	1.077		872		1.198		1.426		2.251		2.258		
Factor	0.83		0.95		0.82		0.90		0.94		0.93		

* Data File : D2402098

CITY TRAFFIC COUNTERS

WWW.CTCOUNTERS.COM

State College Boulevard Btwn
North City Limit & La Palma Avenue

Start Time	3/7/2024 Thu	North Morning	North Afternoon	Hour Totals Morning	Hour Totals Afternoon	South Morning	South Afternoon	Hour Totals Morning	Hour Totals Afternoon	Combined Totals Morning	Combined Totals Afternoon
12:00		41	254			44	292				
12:15		28	239			32	271				
12:30		32	270			20	268				
12:45		33	298	134	1061	21	291	117	1122	251	2183
01:00		15	277			30	289				
01:15		20	272			25	307				
01:30		18	272			20	294				
01:45		26	274	79	1095	12	288	87	1178	166	2273
02:00		13	287			12	315				
02:15		15	287			15	299				
02:30		9	269			23	336				
02:45		17	355	54	1198	8	332	58	1282	112	2480
03:00		15	336			14	324				
03:15		10	304			24	326				
03:30		21	326			19	373				
03:45		23	344	69	1310	26	340	83	1363	152	2673
04:00		22	347			24	396				
04:15		23	308			23	396				
04:30		47	329			39	389				
04:45		80	335	172	1319	42	363	128	1544	300	2863
05:00		60	400			62	385				
05:15		79	360			64	378				
05:30		103	339			88	349				
05:45		91	363	333	1462	123	302	337	1414	670	2876
06:00		97	334			142	325				
06:15		129	330			140	303				
06:30		143	311			156	301				
06:45		153	237	522	1212	200	267	638	1196	1160	2408
07:00		156	237			220	261				
07:15		198	212			294	250				
07:30		220	171			318	238				
07:45		273	152	847	772	321	202	1153	951	2000	1723
08:00		272	150			332	158				
08:15		291	130			303	168				
08:30		215	140			357	169				
08:45		276	122	1054	542	287	151	1279	646	2333	1188
09:00		227	141			274	155				
09:15		212	131			220	136				
09:30		209	129			253	122				
09:45		192	158	840	559	262	117	1009	530	1849	1089
10:00		195	131			249	122				
10:15		234	110			211	105				
10:30		233	96			225	104				
10:45		259	87	921	424	241	65	926	396	1847	820
11:00		225	74			241	66				
11:15		225	81			256	90				
11:30		225	53			265	69				
11:45		272	42	947	250	236	51	998	276	1945	526
Total		5972	11204			6813	11898			12785	23102
Percent		34.8%	65.2%			36.4%	63.6%			35.6%	64.4%
Grand Total		5972	11204			6813	11898			12785	23102
Percent		34.8%	65.2%			36.4%	63.6%			35.6%	64.4%
ADT		ADT 35,887		AADT 35,887							

CITY TRAFFIC COUNTERS

WWW.CTCOUNTERS.COM

State College Boulevard Btwn
La Palma Avenue & Lincoln Avenue

Start	3/7/2024	North		Hour Totals		South		Hour Totals		Combined Totals	
Time	Thu	Morning	Afternoon	Morning	Afternoon	Morning	Afternoon	Morning	Afternoon	Morning	Afternoon
12:00		43	265			18	158				
12:15		33	243			14	179				
12:30		29	272			9	164				
12:45		27	282	132	1062	6	145	47	646	179	1708
01:00		18	271			13	147				
01:15		10	286			6	194				
01:30		10	280			4	190				
01:45		24	287	62	1124	3	173	26	704	88	1828
02:00		8	282			4	160				
02:15		13	326			12	208				
02:30		11	352			6	274				
02:45		18	371	50	1331	5	220	27	862	77	2193
03:00		10	327			0	227				
03:15		7	333			13	195				
03:30		31	343			8	210				
03:45		22	341	70	1344	12	203	33	835	103	2179
04:00		30	373			16	226				
04:15		29	340			13	213				
04:30		41	345			14	240				
04:45		74	390	174	1448	18	249	61	928	235	2376
05:00		35	401			27	247				
05:15		74	367			34	225				
05:30		79	377			33	245				
05:45		84	386	272	1531	50	171	144	888	416	2419
06:00		59	337			46	189				
06:15		84	348			55	171				
06:30		125	289			66	165				
06:45		138	265	406	1239	109	164	276	689	682	1928
07:00		150	210			115	133				
07:15		175	234			191	157				
07:30		241	187			191	110				
07:45		260	183	826	814	131	106	628	506	1454	1320
08:00		256	222			154	91				
08:15		250	194			172	92				
08:30		252	149			218	64				
08:45		271	128	1029	693	218	99	762	346	1791	1039
09:00		236	148			162	98				
09:15		213	142			127	67				
09:30		243	135			119	73				
09:45		204	183	896	608	136	100	544	338	1440	946
10:00		182	134			100	66				
10:15		219	106			126	62				
10:30		206	96			123	50				
10:45		251	110	858	446	128	36	477	214	1335	660
11:00		243	94			124	31				
11:15		217	85			114	30				
11:30		236	54			157	24				
11:45		244	54	940	287	126	23	521	108	1461	395
Total		5715	11927			3546	7064			9261	18991
Percent		32.4%	67.6%			33.4%	66.6%			32.8%	67.2%
Grand Total		5715	11927			3546	7064			9261	18991
Percent		32.4%	67.6%			33.4%	66.6%			32.8%	67.2%
ADT		ADT 28,252		AADT 28,252							

CITY TRAFFIC COUNTERS

WWW.CTCOUNTERS.COM

State College Boulevard Btwn
Lincoln Avenue & South Street

Start Time	3/7/2024 Thu	North Morning	North Afternoon	Hour Totals Morning	Hour Totals Afternoon	South Morning	South Afternoon	Hour Totals Morning	Hour Totals Afternoon	Combined Totals Morning	Combined Totals Afternoon
12:00		28	205			23	235				
12:15		16	202			28	239				
12:30		24	222			22	247				
12:45		14	216	82	845	20	270	93	991	175	1836
01:00		13	205			12	273				
01:15		12	220			15	298				
01:30		7	210			8	226				
01:45		12	230	44	865	16	304	51	1101	95	1966
02:00		6	227			9	289				
02:15		14	223			14	321				
02:30		5	270			14	309				
02:45		9	289	34	1009	10	305	47	1224	81	2233
03:00		10	244			9	315				
03:15		4	277			12	298				
03:30		13	311			19	305				
03:45		14	260	41	1092	13	312	53	1230	94	2322
04:00		19	285			12	350				
04:15		18	282			12	391				
04:30		22	292			27	298				
04:45		53	319	112	1178	42	325	93	1364	205	2542
05:00		31	312			35	348				
05:15		34	294			44	331				
05:30		51	273			48	343				
05:45		45	287	161	1166	72	266	199	1288	360	2454
06:00		60	254			70	260				
06:15		67	253			95	306				
06:30		94	257			102	265				
06:45		103	193	324	957	162	231	429	1062	753	2019
07:00		113	181			214	208				
07:15		126	145			339	231				
07:30		167	114			319	214				
07:45		206	119	612	559	245	162	1117	815	1729	1374
08:00		204	138			262	142				
08:15		201	120			274	146				
08:30		162	110			270	133				
08:45		207	102	774	470	289	134	1095	555	1869	1025
09:00		181	97			295	121				
09:15		239	95			186	120				
09:30		178	81			195	109				
09:45		149	93	747	366	198	113	874	463	1621	829
10:00		123	73			204	88				
10:15		133	76			197	88				
10:30		166	63			188	77				
10:45		155	54	577	266	178	57	767	310	1344	576
11:00		178	64			205	60				
11:15		178	48			221	53				
11:30		178	35			255	45				
11:45		192	29	726	176	227	38	908	196	1634	372
Total		4234	8949			5726	10599			9960	19548
Percent		32.1%	67.9%			35.1%	64.9%			33.8%	66.2%
Grand Total		4234	8949			5726	10599			9960	19548
Percent		32.1%	67.9%			35.1%	64.9%			33.8%	66.2%
ADT		ADT 29,508		AADT 29,508							

CITY TRAFFIC COUNTERS

WWW.CTCOUNTERS.COM

State College Boulevard Btwn
South Street & Wagner Avenue

Start Time	3/7/2024 Thu	North Morning	North Afternoon	Hour Totals Morning	Hour Totals Afternoon	South Morning	South Afternoon	Hour Totals Morning	Hour Totals Afternoon	Combined Totals Morning	Combined Totals Afternoon
12:00		28	193			19	180				
12:15		26	156			25	193				
12:30		40	191			15	207				
12:45		23	172	117	712	14	224	73	804	190	1516
01:00		13	188			16	207				
01:15		20	184			17	232				
01:30		18	206			6	225				
01:45		12	171	63	749	5	184	44	848	107	1597
02:00		7	182			5	215				
02:15		7	169			9	247				
02:30		9	274			17	278				
02:45		11	254	34	879	8	245	39	985	73	1864
03:00		10	222			4	277				
03:15		11	261			16	256				
03:30		5	268			17	263				
03:45		17	332	43	1083	15	257	52	1053	95	2136
04:00		11	266			21	292				
04:15		12	323			17	302				
04:30		33	332			28	266				
04:45		40	286	96	1207	29	249	95	1109	191	2316
05:00		19	367			39	282				
05:15		26	324			39	239				
05:30		44	315			64	243				
05:45		40	310	129	1316	88	235	230	999	359	2315
06:00		54	308			57	197				
06:15		57	239			97	222				
06:30		53	264			107	232				
06:45		72	247	236	1058	179	194	440	845	676	1903
07:00		121	190			204	176				
07:15		177	175			303	172				
07:30		252	171			275	177				
07:45		293	141	843	677	249	156	1031	681	1874	1358
08:00		243	153			236	140				
08:15		295	115			224	145				
08:30		157	119			241	110				
08:45		119	117	814	504	271	105	972	500	1786	1004
09:00		113	108			324	124				
09:15		136	124			197	126				
09:30		136	127			165	98				
09:45		133	115	518	474	179	103	865	451	1383	925
10:00		128	99			170	96				
10:15		102	75			138	81				
10:30		122	95			140	82				
10:45		139	54	491	323	148	74	596	333	1087	656
11:00		151	61			171	56				
11:15		166	60			184	60				
11:30		156	63			194	47				
11:45		176	33	649	217	208	45	757	208	1406	425
Total		4033	9199			5194	8816			9227	18015
Percent		30.5%	69.5%			37.1%	62.9%			33.9%	66.1%
Grand Total		4033	9199			5194	8816			9227	18015
Percent		30.5%	69.5%			37.1%	62.9%			33.9%	66.1%
ADT		ADT 27,242		AADT 27,242							

CITY TRAFFIC COUNTERS

WWW.CTCOUNTERS.COM

State College Boulevard Btwn
Wagner Avenue & Ball Road

Start Time	3/7/2024 Thu	North Morning	North Afternoon	Hour Totals Morning	Hour Totals Afternoon	South Morning	South Afternoon	Hour Totals Morning	Hour Totals Afternoon	Combined Totals Morning	Combined Totals Afternoon
12:00		44	190			38	178				
12:15		38	191			29	188				
12:30		30	166			18	196				
12:45		27	182	139	729	18	198	103	760	242	1489
01:00		16	189			11	219				
01:15		16	191			15	210				
01:30		10	187			7	211				
01:45		10	186	52	753	5	193	38	833	90	1586
02:00		9	191			7	199				
02:15		12	202			13	178				
02:30		7	208			20	261				
02:45		17	225	45	826	12	260	52	898	97	1724
03:00		12	239			13	216				
03:15		7	244			14	208				
03:30		11	252			25	252				
03:45		12	249	42	984	27	223	79	899	121	1883
04:00		9	262			32	227				
04:15		19	289			30	253				
04:30		19	284			47	232				
04:45		29	298	76	1133	45	212	154	924	230	2057
05:00		16	317			43	237				
05:15		23	332			62	231				
05:30		34	314			83	239				
05:45		31	312	104	1275	82	228	270	935	374	2210
06:00		53	268			87	194				
06:15		47	265			113	184				
06:30		63	245			135	208				
06:45		65	234	228	1012	200	183	535	769	763	1781
07:00		91	188			219	151				
07:15		135	176			294	148				
07:30		122	180			320	142				
07:45		152	148	500	692	273	154	1106	595	1606	1287
08:00		146	147			229	139				
08:15		149	139			205	126				
08:30		162	127			220	110				
08:45		209	130	666	543	210	95	864	470	1530	1013
09:00		222	112			220	122				
09:15		172	130			185	128				
09:30		126	105			162	68				
09:45		119	91	639	438	166	90	733	408	1372	846
10:00		111	101			155	93				
10:15		115	88			142	65				
10:30		145	87			157	69				
10:45		129	84	500	360	142	58	596	285	1096	645
11:00		154	84			148	53				
11:15		157	62			189	57				
11:30		194	50			210	40				
11:45		149	45	654	241	165	42	712	192	1366	433
Total		3645	8986			5242	7968			8887	16954
Percent		28.9%	71.1%			39.7%	60.3%			34.4%	65.6%
Grand Total		3645	8986			5242	7968			8887	16954
Percent		28.9%	71.1%			39.7%	60.3%			34.4%	65.6%
ADT		ADT 25,841		AADT 25,841							

CITY TRAFFIC COUNTERS

WWW.CTCOUNTERS.COM

State College Boulevard Btwn
Ball Road & Cerritos Avenue

Start Time	3/7/2024 Thu	North Morning	North Afternoon	Hour Totals Morning	Hour Totals Afternoon	South Morning	South Afternoon	Hour Totals Morning	Hour Totals Afternoon	Combined Totals Morning	Combined Totals Afternoon
12:00		29	173			22	193				
12:15		18	146			16	175				
12:30		23	144			22	227				
12:45		18	146	88	609	19	210	79	805	167	1414
01:00		13	178			12	268				
01:15		14	148			16	196				
01:30		9	151			11	206				
01:45		8	162	44	639	10	217	49	887	93	1526
02:00		14	172			7	200				
02:15		6	155			8	216				
02:30		4	152			23	271				
02:45		8	167	32	646	19	251	57	938	89	1584
03:00		7	190			7	259				
03:15		9	171			17	257				
03:30		7	198			19	265				
03:45		9	188	32	747	21	211	64	992	96	1739
04:00		9	202			20	268				
04:15		10	211			27	282				
04:30		21	221			47	260				
04:45		35	270	75	904	48	226	142	1036	217	1940
05:00		20	283			28	266				
05:15		24	288			34	238				
05:30		42	250			52	215				
05:45		44	264	130	1085	53	201	167	920	297	2005
06:00		54	239			46	181				
06:15		44	206			83	147				
06:30		79	185			90	150				
06:45		66	173	243	803	142	135	361	613	604	1416
07:00		84	148			165	111				
07:15		90	102			210	118				
07:30		115	112			256	98				
07:45		147	118	436	480	233	98	864	425	1300	905
08:00		118	81			209	83				
08:15		131	94			198	77				
08:30		140	69			178	73				
08:45		139	75	528	319	214	74	799	307	1327	626
09:00		161	67			158	72				
09:15		125	80			223	76				
09:30		107	60			190	48				
09:45		106	52	499	259	148	67	719	263	1218	522
10:00		100	66			180	48				
10:15		104	50			171	50				
10:30		117	42			155	38				
10:45		122	46	443	204	183	43	689	179	1132	383
11:00		134	42			157	36				
11:15		128	34			176	43				
11:30		147	21			232	28				
11:45		142	35	551	132	197	34	762	141	1313	273
Total		3101	6827			4752	7506			7853	14333
Percent		31.2%	68.8%			38.8%	61.2%			35.4%	64.6%
Grand Total		3101	6827			4752	7506			7853	14333
Percent		31.2%	68.8%			38.8%	61.2%			35.4%	64.6%
ADT		ADT 22,186		AADT 22,186							

CITY TRAFFIC COUNTERS

WWW.CTCOUNTERS.COM

State College Boulevard Btwn
Cerritos Avenue & Katella Avenue

Start Time	3/7/2024 Thu	North Morning	North Afternoon	Hour Totals Morning	Hour Totals Afternoon	South Morning	South Afternoon	Hour Totals Morning	Hour Totals Afternoon	Combined Totals Morning	Combined Totals Afternoon
12:00		24	157			25	245				
12:15		14	134			17	247				
12:30		17	127			22	254				
12:45		16	140	71	558	19	232	83	978	154	1536
01:00		8	145			12	304				
01:15		10	132			17	290				
01:30		9	138			11	230				
01:45		5	149	32	564	5	252	45	1076	77	1640
02:00		4	167			6	261				
02:15		7	149			4	291				
02:30		5	142			13	372				
02:45		10	150	26	608	8	320	31	1244	57	1852
03:00		8	134			10	338				
03:15		11	162			6	338				
03:30		6	176			12	377				
03:45		10	167	35	639	4	300	32	1353	67	1992
04:00		10	180			13	382				
04:15		20	185			17	397				
04:30		30	189			18	403				
04:45		29	215	89	769	23	374	71	1556	160	2325
05:00		30	234			26	418				
05:15		34	271			26	347				
05:30		57	274			44	353				
05:45		50	195	171	974	47	296	143	1414	314	2388
06:00		58	214			45	266				
06:15		59	158			70	230				
06:30		84	157			100	194				
06:45		86	170	287	699	150	170	365	860	652	1559
07:00		110	129			171	203				
07:15		107	85			260	140				
07:30		147	113			283	121				
07:45		170	90	534	417	309	125	1023	589	1557	1006
08:00		138	71			254	103				
08:15		132	93			225	81				
08:30		145	72			242	104				
08:45		132	65	547	301	255	82	976	370	1523	671
09:00		170	61			240	93				
09:15		135	75			248	92				
09:30		93	60			243	61				
09:45		115	50	513	246	176	56	907	302	1420	548
10:00		94	60			228	58				
10:15		115	41			179	49				
10:30		118	33			223	51				
10:45		121	46	448	180	229	52	859	210	1307	390
11:00		107	41			211	51				
11:15		109	30			213	49				
11:30		149	20			236	34				
11:45		144	24	509	115	239	43	899	177	1408	292
Total		3262	6070			5434	10129			8696	16199
Percent		35.0%	65.0%			34.9%	65.1%			34.9%	65.1%
Grand Total		3262	6070			5434	10129			8696	16199
Percent		35.0%	65.0%			34.9%	65.1%			34.9%	65.1%
ADT		ADT 24,895		AADT 24,895							

CITY TRAFFIC COUNTERS

WWW.CTCOUNTERS.COM

State College Boulevard Btwn
Katella Avenue & South City Limit

Start Time	3/7/2024 Thu	North Morning	North Afternoon	Hour Totals Morning	Hour Totals Afternoon	South Morning	South Afternoon	Hour Totals Morning	Hour Totals Afternoon	Combined Totals Morning	Combined Totals Afternoon
12:00		41	155			15	106				
12:15		29	142			6	147				
12:30		24	134			11	143				
12:45		22	160	116	591	11	132	43	528	159	1119
01:00		27	167			12	139				
01:15		15	138			14	149				
01:30		18	155			9	116				
01:45		10	143	70	603	7	107	42	511	112	1114
02:00		7	161			6	141				
02:15		16	163			5	145				
02:30		10	153			10	152				
02:45		15	185	48	662	4	175	25	613	73	1275
03:00		10	164			4	181				
03:15		10	169			3	173				
03:30		9	208			3	186				
03:45		16	222	45	763	4	169	14	709	59	1472
04:00		12	229			4	206				
04:15		16	273			11	236				
04:30		31	273			13	225				
04:45		36	311	95	1086	15	235	43	902	138	1988
05:00		31	344			19	207				
05:15		42	353			13	242				
05:30		43	375			32	228				
05:45		59	311	175	1383	29	209	93	886	268	2269
06:00		48	267			38	169				
06:15		92	252			49	164				
06:30		87	226			82	135				
06:45		99	211	326	956	84	154	253	622	579	1578
07:00		99	192			114	126				
07:15		136	176			154	118				
07:30		142	140			183	107				
07:45		190	123	567	631	174	102	625	453	1192	1084
08:00		118	127			179	93				
08:15		144	131			123	71				
08:30		161	105			142	89				
08:45		135	114	558	477	134	63	578	316	1136	793
09:00		153	128			99	66				
09:15		121	129			119	75				
09:30		123	81			126	57				
09:45		90	100	487	438	97	56	441	254	928	692
10:00		105	65			112	67				
10:15		142	64			83	51				
10:30		95	48			102	63				
10:45		105	62	447	239	94	40	391	221	838	460
11:00		125	58			123	34				
11:15		116	48			110	47				
11:30		140	32			138	43				
11:45		164	48	545	186	123	35	494	159	1039	345
Total		3479	8015			3042	6174			6521	14189
Percent		30.3%	69.7%			33.0%	67.0%			31.5%	68.5%
Grand Total		3479	8015			3042	6174			6521	14189
Percent		30.3%	69.7%			33.0%	67.0%			31.5%	68.5%
ADT		ADT 20,710		AADT 20,710							

2024 Average Daily Traffic Volume

Site #	Street Name	Segment	2024 ADT
	The City Drive		
191		Garden Grove Blvd. - 22 Fwy	**16,000**
192		22 Fwy - Style Street	**24,000**
193		Style Street- Chapman Ave.	**27,300**
194		Chapman Ave. - North City Limits	**26,800**

Appendix D

AGENCY RESOLUTIONS AND LETTERS OF SUPPORT

RESOLUTION NO. 2024-130

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANAHEIM AUTHORIZING THE PUBLIC WORKS DIRECTOR OR HIS DESIGNEE TO SUBMIT A GRANT APPLICATION ON BEHALF OF THE CITY OF ANAHEIM TO THE ORANGE COUNTY TRANSPORTATION AUTHORITY FOR FUNDING UNDER THE M2 REGIONAL TRAFFIC SIGNAL SYNCHRONIZATION PROGRAM FOR STATE COLLEGE BOULEVARD/ THE CITY DRIVE REGIONAL TRAFFIC SIGNAL SYNCHRONIZATION PROGRAM (RTSSP) PROJECT, AND IF AWARDED, AUTHORIZING THE ACCEPTANCE OF SUCH GRANT FUNDS ON BEHALF OF THE CITY AND AMENDING THE BUDGET ACCORDINGLY, AND DETERMINE THE ACTION IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO REGULATION NO. 15301(B) CLASS 1

WHEREAS, the City of Anaheim ("City") wishes to submit funding application to Orange County Transportation Authority ("OCTA") for the Measure M2 Traffic Signal Synchronization Program (the "Grant") to implement signal coordination and upgrade traffic signal communications; and

WHEREAS, if selected, the City will fund the upgrade of signal improvements and synchronize signals on State College Boulevard in the City of Anaheim; and

WHEREAS, the City of Anaheim is the lead agency, in partnership with the cities of Brea, Fullerton, Orange and Caltrans, for the State College Boulevard/ the City Drive Regional Traffic Signal Synchronization Program (RTSSP) Project to synchronize 58 total signals on State College Boulevard/ the City Drive (the "Project"); and

WHEREAS, the City of Anaheim has been declared by the Orange County Transportation Authority to meet the eligibility requirements to receive revenues as part of Measure M2;

WHEREAS, the City Council finds that the acceptance of Measure M2 grant funds and upgrading the signal improvements and synchronizing signals along State College Boulevard in the City of Anaheim is exempt from the California Environmental Quality Act (CEQA) pursuant to Regulation No. 15301(b) Class 1, incorporated herein by this reference which provides CEQA applies only to projects which have the potential for causing a significant effect on the environment; and

WHEREAS, the City of Anaheim has a currently adopted Local Signal Synchronization Plan consistent with the Regional Traffic Signal Synchronization Master Plan as a key component of local agencies' efforts to synchronize traffic signals across local agencies' boundaries; and

WHEREAS, the City of Anaheim will not use Measure M2 funds to supplant Developer Fees or other commitments; and

WHEREAS, Measure M2 Regional Traffic Synchronization Program targets over 2,000 signalized intersections across Orange County to maintain traffic signal synchronization, improve traffic flow and reduce congestion across jurisdictions; and

WHEREAS, the City of Anaheim will provide matching funds for the Project as required by the Comprehensive Transportation Funding Program Procedures Manual; and

WHEREAS, the City of Anaheim desires to implement signal coordination and upgrade traffic signal communications on State College Boulevard in the City of Anaheim.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Anaheim as follows:

1. The Anaheim Public Works Director, or his designee, is hereby authorized to submit a grant application for and on behalf of the City of Anaheim, a public entity established under the laws of the State of California, and is further authorized to execute any actions necessary for the purpose of obtaining the Grant funds, including any extensions and amendments thereof. Said funds shall be matched by funds from City as required and shall be used as supplemental funding to aid the City in the signal improvements and synchronize signals on State College Boulevard in the City of Anaheim.

2. The Anaheim Public Works Director, or his/her designee, is hereby authorized to co-sign the funding application including the commitment of matching funds or in-kind services and is authorized and directed to execute any agreements, assurances, or other documents as may be necessary in connection with the acceptance of said Grant as may be required by the OCTA.

3. Contingent upon the award of said Grant, the annual budget of the City of Anaheim is hereby amended, in the year in which the Grant is awarded, by increasing revenue and expenditures in an amount equal to the amount of the Grant Funds awarded.

THE FOREGOING RESOLUTION is approved and adopted by the City Council of the City of Anaheim this 17th day of December, 2024, by the following roll call vote:

AYES: Mayor Aitken and Council Members Kurtz, Balius, Leon, Rubalcava, Maahs and Meeks

NOES: None

ABSENT: None

ABSTAIN: None

CITY OF ANAHEIM

MAYOR OF THE CITY OF ANAHEIM

ATTEST:

CITY CLERK OF THE CITY OF ANAHEIM

153939.1/bmorley

CLERK'S CERTIFICATE

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

I, THERESA BASS, City Clerk of the City of Anaheim, do hereby certify that the foregoing is the original Resolution No. 2024-130 adopted at a regular meeting provided by law, of the Anaheim City Council held on the 17th day of December, 2024 by the following vote of the members thereof:

AYES: Mayor Aitken and Council Members Kurtz, Balius, Leon, Rubalcava, Maahs and Meeks

NOES: None

ABSTAIN: None

ABSENT: None

IN WITNESS WHEREOF, I have hereunto set my hand this 18th day of December, 2024.

CITY CLERK OF THE CITY OF ANAHEIM

(SEAL)

CITY of BREA

October 17, 2024

John Thai, PE
Principal Traffic Engineer
City of Anaheim
200 South Anaheim Boulevard
2nd Floor, Suite 276
Anaheim, CA 92805

Subject: Letter of Support for the Regional Traffic Signal Synchronization Application – State College Boulevard Corridor

Dear Mr. Thai:

The Orange County Transportation Authority recently issued the 2025 Comprehensive Transportation Funding Program (CTFP) Call for Projects for the Regional Traffic Signal Synchronization Program (RTSSP) to coordinate traffic signals across jurisdictional boundaries in the county.

The City of Brea is excited to team with the City of Anaheim, the City of Fullerton, and the City of Orange to submit an RTSSP funding application for the State College Boulevard Corridor. We recognize that revised traffic signal synchronization patterns and improvements to traffic signal control and communications equipment along State College Boulevard between Garden Grove Boulevard in the City of Orange, through the City of Anaheim and the City of Fullerton, to Cliffwood Avenue in the City of Brea will significantly improve traffic operations and safety along this important regional corridor.

The City of Brea is hereby in support of City of Anaheim's effort in pursuing Measure M funds for this project. It is also our intent to provide the required 20% matching funds utilizing a combination of developer funds, Measure M funds, and gas tax funds for work completed within the City of Brea, and to seek City Council adoption of a resolution before the end of the year in support of implementing and funding our portion of this multi-agency project. We will forward the adopted resolution as soon as it is available.

Sincerely,

Ryan Chapman
City Engineer
City of Brea

RESOLUTION NO. 2024-067

A RESOLUTION OF THE CITY OF BREA CITY COUNCIL APPROVING THE SUBMITTAL OF AN APPLICATION FOR THE STATE COLLEGE BOULEVARD/THE CITY DRIVE REGIONAL TRAFFIC SIGNAL SYNCHRONIZATION PROGRAM IMPROVEMENT PROJECT TO THE ORANGE COUNTY TRANSPORTATION AUTHORITY FOR FUNDING UNDER THE COMPETITIVE MEASURE M2 REGIONAL TRAFFIC SIGNAL SYNCHRONIZATION PROGRAM

A. RECITALS:

THE CITY COUNCIL OF THE CITY OF BREA HEREBY RESOLVES, DETERMINES, AND ORDERS AS FOLLOWS THAT:

a) WHEREAS, the Measure M2 Regional Traffic Signal Synchronization Program targets over 2,000 signalized intersections across Orange County to maintain traffic signal synchronization, improve traffic flow, and reduce congestion across jurisdictions; and

b) WHEREAS, the City of Brea has been declared by the Orange County Transportation Authority to meet the eligibility requirements to receive revenues as part of Measure M2;

c) WHEREAS, the CITY must include all projects funded by Net Revenues in the seven-year Capital Improvement Program as part of the Renewed Measure M Ordinance eligibility requirement.

d) WHEREAS, the CITY authorizes a formal amendment to the seven-year Capital Improvement Program to add projects approved for funding upon approval from the Orange County Transportation Authority Board of Directors, if necessary.

e) WHEREAS, the City of Brea has currently adopted a Local Signal Synchronization Plan consistent with the Regional Traffic Signal Synchronization Master Plan as a key component of local agencies' efforts to synchronizing traffic signals across local agencies' boundaries; and

f) WHEREAS, the City of Brea will provide matching funds for each project as required by the Comprehensive Transportation Funding Programs Procedures Manual; and

g) WHEREAS, the City of Brea will not use Renewed Measure M funds to supplant Developer Fees or other commitments; and

h) Whereas, the City of Brea desires to implement multi-jurisdictional signal synchronization listed below; and

B. RESOLUTION:

NOW, THEREFORE, BE IT RESOLVED THAT:

The City Council of the City of Brea hereby requests the Orange County Transportation Authority allocate funds in the amounts specified in the City's application to said City from the Regional Traffic Signal Synchronization Program. Said funds, if approved, shall be matched by funds from said City as required and shall be used as supplemental funding to aid the City in signal synchronization along the following street(s):

State College Boulevard / The City Drive

Regional Traffic Signal Synchronization Program Project

APPROVED AND ADOPTED this 3rd day of December 2024.

Blair Stewart, Mayor

ATTEST:

Lillian Harris-Neal, City Clerk

I, Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Brea, held on the 3rd day of December 2024 by the following vote:

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

NOES: COUNCIL MEMBERS: None

ABSENT: COUNCIL MEMBERS: None

ABSTAIN: COUNCIL MEMBERS: None

DATED: 12/09/2024

Lillian Harris-Neal, City Clerk

CITY OF FULLERTON

Public Works Department – *Engineering Division*

October 18, 2024

John Thai, PE
Principal Traffic Engineer
City of Anaheim
200 South Anaheim Boulevard
2nd Floor, Suite 276
Anaheim, CA 92805

Subject: Letter of Support for the Regional Traffic Signal Synchronization Application – State College Boulevard Corridor

Dear Mr. Thai:

The Orange County Transportation Authority recently issued the 2025 Comprehensive Transportation Funding Program (CTFP) Call for Projects for the Regional Traffic Signal Synchronization Program (RTSSP) to coordinate traffic signals across jurisdictional boundaries in the County.

The City of Fullerton, in coordination with the City of Anaheim, identified the State College Boulevard Corridor for Project P application. Signal synchronization and upgraded traffic signal operational equipment and communication at locations between the intersection of Central Avenue & Cliffwood Avenue in the City of Brea; through the City of Fullerton; and, terminating at the intersection of The City Drive & Garden Grove Boulevard/Memory Lane in the City of Orange will improve the traffic operations along this corridor.

The City of Fullerton is in support of the City of Anaheim's effort in pursuing Renewed Measure M funds for this project. The City is committed to provide the required matching funds (Gas Tax) and will be seeking City Council's adoption of a resolution by December 3, 2024 in support of implementing and funding this project. We will forward the adopted resolution as soon as it is available.

Sincerely,

CITY OF FULLERTON

Michael Plotnik, PE, TE
City Traffic Engineer

2024-10-18 - State College RTSSP - Fullerton Letter of Support

RESOLUTION NO. 2024-053

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FULLERTON, CALIFORNIA, AUTHORIZING PARTICIPATION IN AN APPLICATION FOR FUNDS FOR THE STATE COLLEGE BOULEVARD REGIONAL TRAFFIC SIGNAL SYNCHRONIZATION PROGRAM TO THE ORANGE COUNTY TRANSPORTATION AUTHORITY UNDER THE COMPETITIVE MEASURE M2 REGIONAL TRANSPORTATION SIGNAL SYNCHRONIZATION PROGRAM

WHEREAS, the Measure M2 Regional Traffic Signal Synchronization Program targets over 2000 signalized intersections across Orange County to maintain traffic signal synchronization, improve traffic flow and reduce congestion across jurisdictions.

WHEREAS, the City of Anaheim is the lead agency, in partnership with the cities of Brea, Fullerton and Orange and Caltrans for the State College Boulevard Regional Traffic Signal Synchronization Program (RTSSP) Project to synchronize 58 total signals on State College Boulevard (the "Project").

WHEREAS, The Orange County Transportation Authority has declared the City of Fullerton met eligibility requirements to receive revenues as part of Measure M2.

WHEREAS, the City of Fullerton has adopted Local Synchronization Plan consistent with the Regional Traffic Signal Synchronization Master Plan as a key component of local agencies' efforts to synchronize traffic signals across local agencies' boundaries.

WHEREAS, the City of Fullerton will provide matching funds for each project as required by the Orange County Comprehensive Transportation Funding Programs Manual.

WHEREAS, the City of Fullerton will not use Measure M funds to supplement Developer Fees or other commitments.

WHEREAS, the City of Fullerton desires to implement multi-jurisdictional signal synchronization listed in this resolution.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FULLERTON RESOLVES AS FOLLOWS:

1. The City Council of the City of Fullerton requests the Orange County Transportation Authority allocate funds in the amounts specified in the project application to said City from the Regional Transportation Signal Synchronization Program to implement regional signal synchronization along the State College Boulevard Corridor.

ADOPTED BY THE FULLERTON CITY COUNCIL ON NOVEMBER 19, 2024.

Nicholas Dunlap
Mayor

ATTEST:

Lucinda Williams, MMC
City Clerk

November 27, 2024
Date

CITY OF FULLERTON

RESOLUTION CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS
CITY OF FULLERTON)

RESOLUTION NO. 2024-053

I, Lucinda Williams, City Clerk and ex-officio Clerk of the City Council of the City of Fullerton, California, hereby certify that the whole number of the members of the City Council of the City of Fullerton is five and that City Council adopted the above and foregoing Resolution No. 2024-053 at a regular meeting of the City Council held November 19, 2024 by the following vote:

COUNCIL MEMBERS IN FAVOR:	Dunlap, Whitaker, Zahra
COUNCIL MEMBERS OPPOSED:	None
COUNCIL MEMBERS ABSTAINED:	None
COUNCIL MEMBERS ABSENT:	Charles, Jung

Lucinda Williams, MMC
City Clerk

City of Orange
Public Works Department
300 E. Chapman Ave.
Orange, CA 92866

October 18, 2024

Mr. John Thai
Principal Traffic Engineer
City of Anaheim
Traffic Management Center
200 S. Anaheim Boulevard
Anaheim, CA 92805

Subject: Letter of Intent for Regional Traffic Signal Synchronization Program Application – State College Boulevard/The City Drive Corridor

Dear Mr. Thai:

The Orange County Transportation Authority recently issued the 2025 Comprehensive Transportation Funding Program Call for Projects for Regional Traffic Signal Synchronization Program (Project P) to coordinate traffic signals across jurisdictional boundaries in the County.

The City of Orange, in coordination with the cities of Anaheim, Brea and Fullerton, identified the State College Boulevard/The City Drive corridor for Project P application. Signal synchronization on this corridor between Cliffwood Avenue in the City of Brea and Garden Grove Boulevard in the City of Orange will improve the signal coordination along this heavily traveled corridor.

The City of Orange is in support of the City of Anaheim's effort in pursuing Renewed Measure M funds for this project.

The City of Orange is committed to providing the required matching funds (cash match only) and will be seeking City Council adoption of a resolution on December 10, 2024, in support of implementing and funding this project. The source of the cash match will be a combination of Gas Tax (local funding) and Measure M2 Fair Share. We will forward the adopted resolution as soon as it is available.

Sincerely,

Christopher S. Cash
Director of Public Works
City of Orange

(714) 744-5525 www.cityoforange.org pwinfo@cityoforange.org

RESOLUTION NO. 11590

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ORANGE APPROVING THE SUBMITTAL OF IMPROVEMENT PROJECTS TO THE ORANGE COUNTY TRANSPORTATION AUTHORITY FOR FUNDING UNDER THE COMPETITIVE MEASURE M2 REGIONAL TRAFFIC SIGNAL SYNCHRONIZATION PROGRAM.

WHEREAS, the Measure M2 Regional Traffic Signal Synchronization Program targets over 2,000 signalized intersections across Orange County to maintain traffic signal synchronization, improve traffic flow, and reduce congestion across jurisdictions; and

WHEREAS, the City of Orange has been declared by the Orange County Transportation Authority to meet the eligibility requirements to receive revenues as part of Measure M2; and

WHEREAS, the City of Orange must include all projects funded by Net Revenues in the seven-year Capital Improvement Program as part of the Renewed Measure M Ordinance eligibility requirement; and

WHEREAS, the City of Orange authorizes a formal amendment to the seven-year Capital Improvement Program to add projects approved for funding upon approval from the Orange County Transportation Authority Board of Directors, if necessary; and

WHEREAS, the City of Orange has currently adopted a Local Signal Synchronization Plan consistent with the Regional Traffic Signal Synchronization Master Plan as a key component of local agencies' efforts to synchronizing traffic signals across local agencies' boundaries; and

WHEREAS, the City of Orange will provide matching funds for each project as required by the Comprehensive Transportation Funding Programs Procedures Manual; and

WHEREAS, the City of Orange will not use Renewed Measure M funds to supplant Developer Fees or other commitments; and

WHEREAS, the City of Orange desires to implement multi-jurisdictional signal synchronization listed below; and

WHEREAS, the City Council delegates signature authority to the Public Works Director or his designee to facilitate delivery of the project.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Orange hereby requests the Orange County Transportation Authority allocate funds in the amounts

specified in the City's application to said City from the Regional Traffic Signal Synchronization Program. Said funds, if approved, shall be matched by funds from said City as required and shall be used as supplemental funding to aid the City in signal synchronization along the State College Boulevard/The City Drive Corridor.

ADOPTED this 14th day of January 2025

Daniel R. Slater, Mayor, City of Orange

ATTEST:

Pamela Coleman, City Clerk, City of Orange

APPROVED AS TO FORM:

Mike Vigliotta, City Attorney, City of Orange

STATE OF CALIFORNIA)
COUNTY OF ORANGE)
CITY OF ORANGE)

I, PAMELA COLEMAN, City Clerk of the City of Orange, California, do hereby certify that the foregoing Resolution was duly and regularly adopted by the City Council of the City of Orange at a regular meeting thereof held on the 14th day of January 2025 by the following vote:

AYES:	COUNCILMEMBERS: Bilodeau, Barrios, Tavoularis, Gutierrez, Gyllenhammer, Slater
NOES:	COUNCILMEMBERS: None
ABSENT:	COUNCILMEMBERS: None
ABSTAIN:	COUNCILMEMBERS: Dumitru

Pamela Coleman, City Clerk, City of Orange

California Department of Transportation

DISTRICT 12
1750 East 4th Street, Suite 100 | SANTA ANA, CA 92705
(657) 328-6000 | FAX (657) 328-6522 TTY 711
https://dot.ca.gov/caltrans-near-me/district-12

October 18, 2024

John Thai
Principal Civil Engineer
City of Anaheim
201 South Anaheim Boulevard, Suite #502
Anaheim, CA 92805

Subject: Letter of Support for Regional Traffic Signal Synchronization Program Application –State College Boulevard Corridor

Dear Mr. Thai:

The Orange County Transportation Authority recently issued the 2025 Comprehensive Transportation Funding Program Call for Projects for the Regional Traffic Signal Synchronization Program to coordinate traffic signals across jurisdictional boundaries in the County.

The State of California Department of Transportation (Caltrans) is in support of the City of Anaheim's submittal of the Call for the Projects application for signal synchronization on the State College Boulevard Corridor from the City of Brea to the City of Orange.

If you have any questions or require additional information, please contact Mr. Mason Nguyen at (949) 279-9175 or by email at Mason.Nguyen@dot.ca.gov

Sincerely,

Peter Ngo

Peter Ngo, P.E.
Branch Chief, Traffic Signals/Ramp Metering/Census
Caltrans District 12
6681 Marine Way
Irvine, CA 92618
Mobile: (949) 285-4262

Appendix E

ADDITIONAL INFORMATION

Implenting Agency	TMC Improvements
Brea	1. Furnish and Install 2 New Work Stations for TMC/Remote TMC, New Cubic ATMS/Synchrogreen Server & Econolite Centracs Server and 2-year maintenance agreement renewal. 2. Two 65" Industrial Monitors for TMC/Remote TMC
Anaheim	1. Server/RAID for central system 2. UPS for TMC Servers
Fullerton	Kinetic Server; Monitor – Samsung or Planar VMS – Milestone Laptop (field hardened) – Panasonic or Dell Layer 3 Switch – Cisco VMS Server (Milestone) – Dell or HP Traffic Server (Kinetic) – Dell or HP Trafficware Synchro - Cubic

ELIGIBLE IMPROVEMENTS	SCORE BASED ON STATUS	
Signal Timing (No Capital)	**Online**	**Offline**
Timing Only	50	30
Timing + Traffic Responsive (license only)	50	15
Timing + Peer-to-Peer (configuration only)	50	40
Timing + Traffic Adaptive (license only)	40	1
Signal Communication	**No Time Source**	**Time Source**
Above ground (e.g. wireless, cellular, etc.)	50	30
Fiber Optic underground	25	15
All other (e.g. copper, aerial fiber, GPS, etc.)	5	1
Field Elements	**None/5+ Years**	**Within 5 Years**
ATC signal controller	50	10
Signal cabinet on existing foundation	30	10
Signal cabinet on new foundation	15	5
BBS/USP (attached)	20	10
BBS/UPS on existing foundation	10	5
BBS/UPS on new foundation	5	1
CCTV	30	10
Vehicle detection (ATSPM inputs + counts)	50	30
Vehicle detection (ATSPM inputs)	40	20
Vehicle detection + bicycle detection	30	15
Vehicle detection	30	15
Bicycle detection	30	15
Pedestrian detection (audible)	50	30
Pedestrian detection	30	15
Active transportation/pedestrian safety	50	30
Transit Signal Priority	50	25
EVP (hybrid or GPS)	40	10
EVP (infrared)	30	10
Speed feedback signs (existing post)	40	10
Speed feedback signs (new post)	20	10
Signal Performance Monitoring	40	10
Minor Signal Operational Improvements	**None/5+ Years**	**Within 5 Years**
Channelization	40	20
Signal phasing improvement	50	25
TMC/TOC	**None/10+ Years**	**Within 10 Years**
Central System (server, licenses, workstations)	40	20
Display (video wall, VMS, etc.)	30	10
UPS for TMC	20	5
Caltrans Participation	**With Coop**	**Without Coop**
Caltrans Cooperative Agreement	50	25

CITY of BREA

City Council Regular Meeting
Communication
March 3, 2026
Item No. 4D.

Designate the City Manager signing authority for all Public Provider Ground Emergency Medical Transport (PP-GEMT) and Variable Rate Range Intergovernmental Transfer (VRR-IGT) Certifications and Agreements

TO	PREPARED BY
Honorable Mayor and City Council Members	Danielle Boal, EMS Manager
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Dan Mielke, Fire Chief	Kristin Griffith, City Manager

RECOMMENDATION

Staff recommends that the City Council take the following actions:

1. Authorize the City Manager to execute required certifications, agreements, and Intergovernmental Transfer (IGT) payments necessary for the City of Brea's participation in the Public Provider Ground Emergency Medical Transportation (PP-GEMT) and Voluntary Rate Range Intergovernmental Transfer (VRR-IGT) programs administered by the California Department of Health Care Services (DHCS); and
2. Amend the City's FY 2025-27 Operating Budget within the Paramedic Services Fund (174) for any reimbursement received and expenditures incurred for these programs

BACKGROUND/DISCUSSION

PPGEMT and VRR-IGT programs were developed to allow eligible emergency medical services transportation providers to recover previously unreimbursed costs associated with ambulance transports provided to Medi-Cal managed care patients. Contributing to these programs is optional while receiving the funds is mandatory.

In 2024, Brea Fire Department transitioned its Ambulance Program to a new cost recovery structure that allowed the City of Brea (City) to become eligible for federal reimbursements. In accordance with California Assembly Bill 1705, DHCS developed the PP-GEMT program and VRR-IGT program to reimburse emergency medical transports by eligible transportation providers for costs associated with serving individuals covered by Medi-Cal. This is the second year that the City has participated in PP-GEMT, with 2025 being the inaugural year. As of December 2025, the City has contributed $95,936.94 to DHCS for the PP-GEMT program and has received $736,609.25 in reimbursements, resulting in a net gain of $634,478.31. Additionally, the city has contributed $6,194.00 to the VRR-IGT program and received $49,078.18, resulting in a net gain of $42,884.18.

Public Provider Ground Emergency Medical Transportation (PP-GEMT) Program

The PP-GEMT program assists the City in recovering costs associated with the provision of Emergency Medical Services (EMS) to individuals who are covered by Medi-Cal. The program provides an important opportunity for the City to cost recover ambulance transport fees that would otherwise be unavailable. Participation is mandatory for public provider and requires the City to collect ambulance transport fees for each Medi-Cal transport provided.

While the PP-GEMT program is mandatory; cities, counties, and other public providers in the State may optionally contribute funds to the State to support the program. This optional contribution is highly encouraged as it allows the PP-GEMT program to secure Federal matching funds that are the basis for providing higher reimbursement rates for each Medi-Cal patient transported. The State would not have adequate funds to receive the full federal match without enough contributions from public providers which would eliminate the existing program. While the contribution is optional, staff recommends the City provide it to ensure ongoing revenues associated with PP-GEMT continue.

VRR-IGT Program

The Voluntary Rate Range Intergovernmental Transfer (VRR-IGT) program is a supplemental reimbursement program that began statewide in 2006 and allows the City to recover previously unreimbursed costs associated with ambulance transport services provided to Medi-Cal managed care patients. Participation enables the City to leverage local funds to obtain additional federal matching dollars, resulting in increased net revenue to offset EMS operating costs.

COMMISSION/COMMITTEE RECOMMENDATION

The Finance Committee reviewed this item at their February 24 meeting and recommended it to the City Council.

FISCAL IMPACT/SUMMARY

The contributions and reimbursements from these programs depend on the number of Medi-Cal transports provided in a calendar year and the number of contributing agencies. Since December 31, 2025, through participation in the PP-GEMT and VRR-IGT programs, the City has contributed $102,130.94 to DHCS and received $785,687.43 in reimbursements, resulting in a net gain of $683,556.49. If approved, staff recommends appropriating all reimbursement received and related expenditures to the City's operating budget within the Paramedic Services Fund (174).

Attachments

PPGEMT-VRR-IGT.pdf

Public Provider – Ground Emergency Transportation (PP-GEMT)

Voluntary Rate Range Intergovernmental Transfer (VRR-IGT)

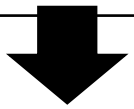
- The Federal Government, through the Centers for Medicare & Medicaid (CMS), is responsible for overseeing and partially funding the Medicaid program (Medi-Cal in California).
- CMS allocates federal Medicaid funding each year to support the care of eligible Medi-Cal beneficiaries and provides matching funds to participating states.



- California Department of Health Care Services (DHCS) manages the PP-GEMT program (collects & distributes funds).
- CMS agrees to match funds put up by DHCS (the participants contributions).
- Based on amount available from CMS, DHCS determines how much each participant in the program is required to contribute in order to maximize return.

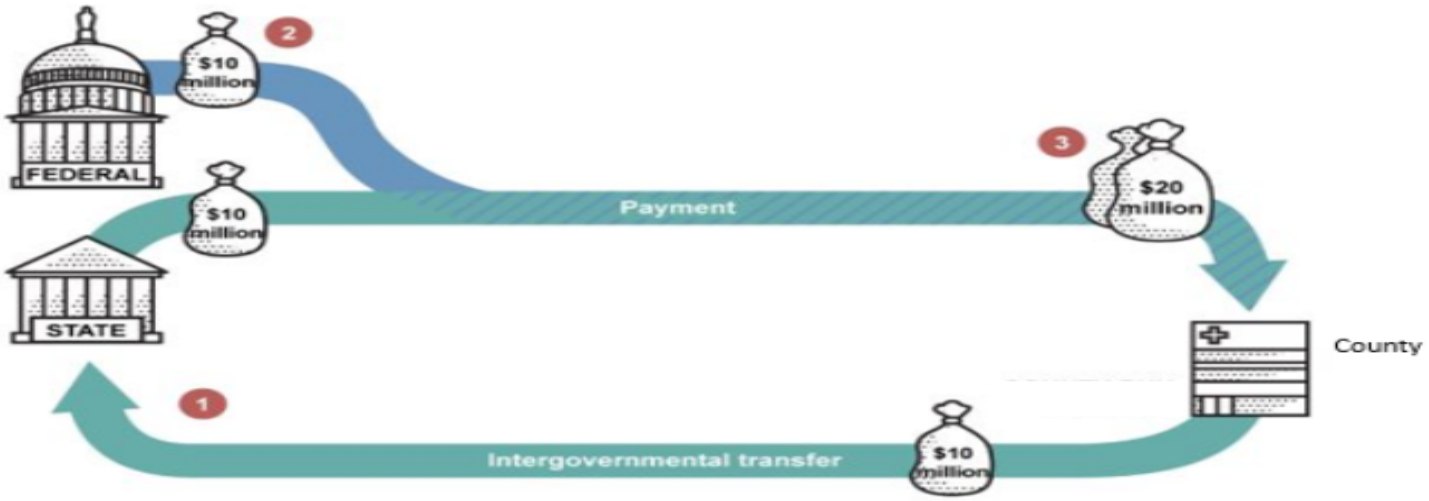


- DHCS submits to CMS, and CMS provides matching funds back to DHCS upon request.
- DHCS sets participant re-payment amount based on total available funds.
    - 2026 PP-GEMT rate has been set at $1,518/transport.



- DHCS sends payments as participants submit their transport numbers

Overview of IGTs



1. County transfers $10 million to State DHCS
2. Federal government provides matching federal funds in the amount of $10 million
3. State DHCS makes a $20 million payment to County

CITY of BREA

City Council Regular Meeting
Communication
March 3, 2026
Item No. 4E.

Contingency Adjustment for the Integrated Crime Center (ICC) Citywide Camera Network, CIP 7719

TO	PREPARED BY
Honorable Mayor and City Council Members	Bryan Hong, Assistant City Engineer
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Michael Ho, Public Works Director	Kristin Griffith, City Manager

RECOMMENDATION

Staff recommends that the City Council take the following action:

1. Increase the construction contingency by $200,000 and authorize the City Engineer to issue change orders within the approved contingency.

BACKGROUND/DISCUSSION

The Capital Improvement Program ("CIP") project for the Police Department's Integrated Crime Center (ICC) Citywide Camera Network ("Project"), CIP 7719, was programmed within the FY 2025-27 CIP Budget for construction. The Project, located throughout the City of Brea along nine (9) primary corridors: Associated Road, Berry Street, Birch Street, Brea Boulevard, Central Avenue, Kraemer Boulevard, Lambert Road, Rose Drive, and State College Boulevard (see Attachment A for reference as to overall project location). The Project generally consists of, but is not limited to: installation of segments of new conduit, new fiber optic cable, new pull boxes, removal of existing copper signal interconnect cable, installation of new ethernet switches and fiber distribution units, installation of closed-circuit television (CCTV) cameras, integration, and all associated work in accordance with the Project Plans and Specifications.

On August 19, 2025, the City Council awarded a construction contract to International Line Builders, Inc., dba ILB Electric, for $1,223,382.00 and approved a $122,338.20 (10%) contingency for a total approved construction budget of $1,345,720.20 for the Project.

On October 6, 2025, staff issued a Notice to Proceed to begin the construction. Since the start of construction, the contractor has encountered several unforeseen conditions resulting in change orders currently totaling approximately $260,000. These change orders include the following items:

- Procurement and configuration of three (3) new Layer 3 switches for the fiber network system
- Procurement of twenty-nine (29) new small form-factor pluggable (SFPs) to complete the fiber network system
- Repair and replacement of damaged conduit in multiple locations discovered during construction, including site restoration

To resolve these unanticipated construction issues, City staff recommends increasing the construction contingency by $200,000, bringing the total to $322,338.20. This additional contingency is necessary to facilitate the timely authorization of change orders identified in construction and to advance the Project towards completion.

COMMISSION/COMMITTEE RECOMMENDATION

The Finance Committee reviewed this item at their February 24, 2026 meeting and recommended for City Council approval.

FISCAL IMPACT/SUMMARY

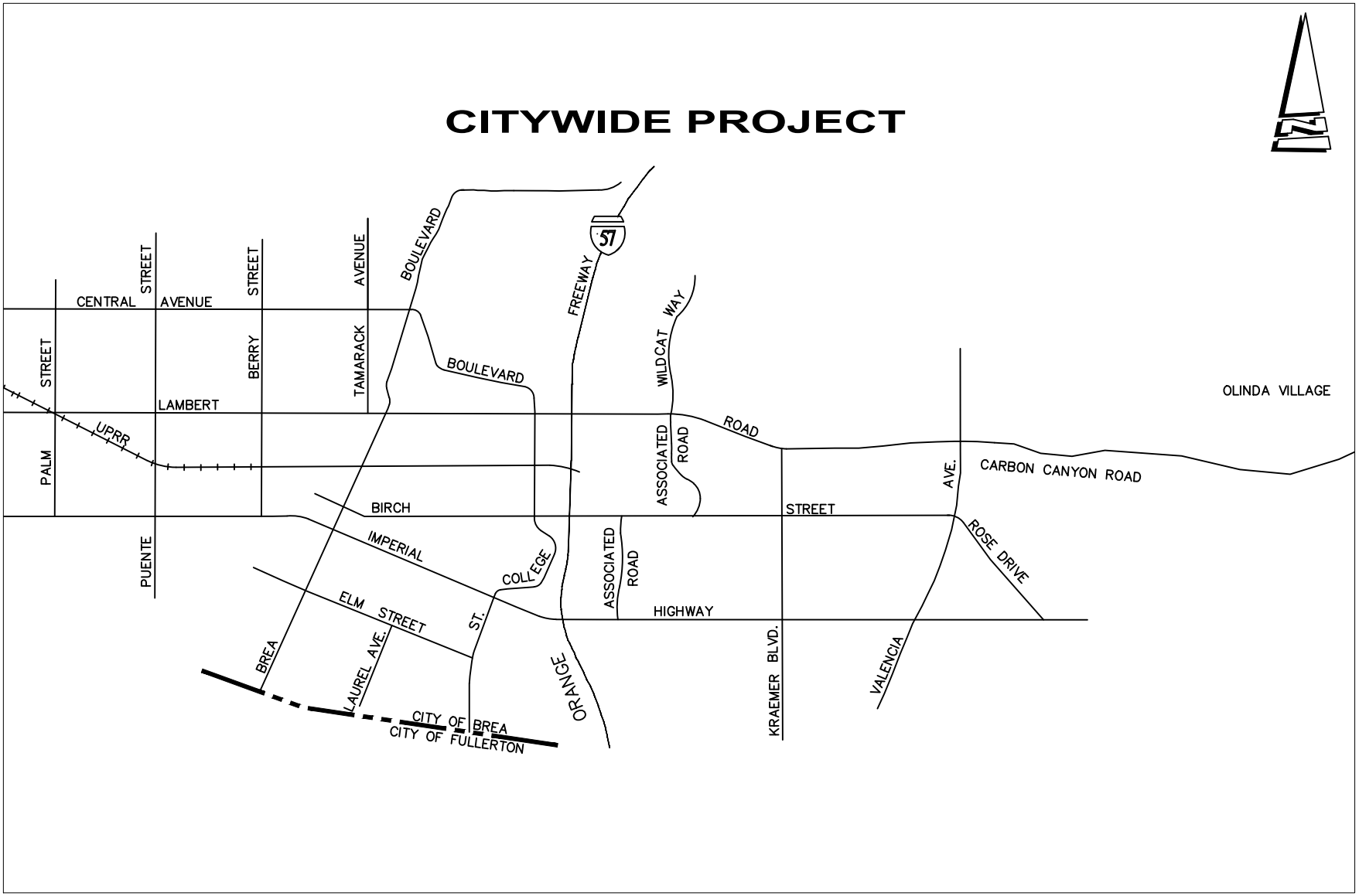
There is no fiscal impact on the General Fund. Approval of this increased construction contingency will result in a total project cost of $1,668,058.40, which includes the original construction contract amount, a 10% contingency, Construction Engineering costs, and the requested $200,000 contingency. The Board of State and Community Corrections (BSCC) grant will reimburse these costs incurred through December 2026.

Attachments

Attachment A - Location Map.pdf

PROJECT 7719

FACILITY IMPROVEMENTS - BREA PD INTEGRATED CRIME CENTER (ICC) CITYWIDE CAMERA NETWORK



VICINITY MAP

NOT TO SCALE

CITY of BREA

City Council Regular Meeting
Communication
March 3, 2026
Item No. 4F.

Waive Full Reading of and Adopt Ordinance No. 1267, "An Ordinance of the City Council of the City of Brea Granting a Pipeline Franchise to Crimson 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 that the City Council take the following actions:

1. Waive full reading and adopt Ordinance No. 1267, "An Ordinance of the City Council of the City of Brea Granting a Pipeline Franchise to Crimson California Pipeline, L.P.," by title only and approve a California Environmental Quality Act exemption determination;

2. Appropriate any revenues received as part of this franchise in the Fiscal Year 2025-26 Operating Budget; and

3. Authorize the City Clerk to release the current faithful performance bond upon acceptance of the new faithful performance bond once notification is received from the Public Works Department.

BACKGROUND/DISCUSSION

The first reading of Ordinance No. 1267 was held at the February 17, 2026, City Council Meeting. Crimson California Pipeline, L.P. (Crimson) submitted an application requesting that a pipeline franchise continue operating and maintaining existing petroleum pipelines 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. This pipeline franchise is exempt from the California Environmental Quality Act of 1970 (CEQA) under Section 15301 (Existing Facilities) of the CEQA Guidelines, and this Categorical Exemption is in the draft Ordinance.

Adopted in 2002, Ordinance No. 1056, Union Oil Company of California (UNOCAL) transferred multiple pipelines to Crimson, as depicted in the attached map (Exhibit A).

Adopted in 2012, Ordinance No. 1159 extended a franchise agreement of multiple pipelines from Ordinance No. 1056. However, the pipelines listed in Exhibit A were not clearly acknowledged in the initial transfer of ownership of the pipelines from UNOCAL to Crimson, or in the subsequent extension of the franchise agreements under Ordinance No. 1159. Therefore, a new franchise agreement will be required to formally establish Crimson as the current owner and operator of the three pipelines.

If approved, the franchise term would be 10 years. Crimson would be the franchisee for 2,902 linear feet of 8-inch diameter pipelines. The 4-inch pipeline noted in Exhibit A was determined to be a storm drain line; therefore, it is not subject to franchise fees. The 8-inch oil pipelines begin approximately 500 feet from the intersection of Berry Street and Challenger Street, extending west and north on Challenger Street, and ending at the Stewart Station located at 985 Challenger Street (Exhibit A). The City is currently holding a $100,000 faithful performance bond from Crimson, which will return after the second reading and final adoption of the draft Ordinance by the City Council. At that time, Crimson will submit a $100,000 faithful performance bond referencing the new Ordinance No. 1267 (Exhibit B).

The California Public Utilities Commission regulates pipeline activity and establishes the rates charged for pipeline franchises. The rates for a pipeline franchise are in the BCC under Chapter 8.42: Pipeline Franchises (Table A). Based on the internal diameter, length of the pipelines, and subject to annual Consumer Price Index (CPI) adjustments, the annual payments are determined. Crimson paid the franchise fees for the pipelines depicted in Exhibit A through 2025 under Ordinance No. 1056. If the draft ordinance is adopted, the annual base franchise fee is estimated at $527.61 for Fiscal Year 2025-26. The annual CPI adjustment to the base fee will result in a positive fiscal impact on the General Fund.

Table A: Pipeline Franchise Rates - Common Carrier

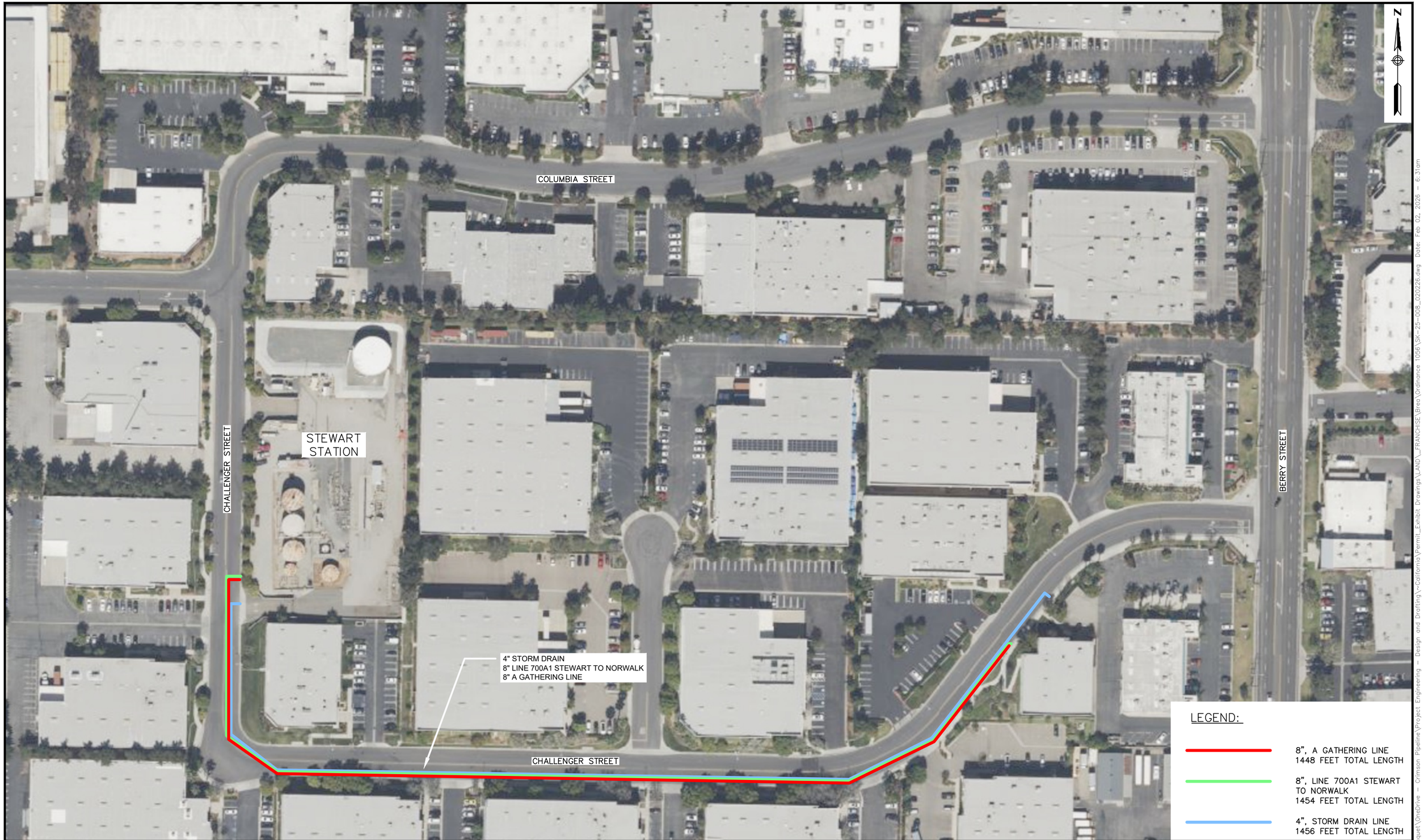
Internal Diameter of Pipeline (Inches)	Length of Pipeline per Linear Foot	Base Rate per Linear Foot	Base Franchise Rate*
8"	1,448	$0.176	$263.26
8"	1,454	$0.176	$264.35
		Estimated FY 25-26 Franchise Fee Total	$527.61
*Includes 3.3% CPI increase for 2025			

FISCAL IMPACT/SUMMARY

Crimson has submitted an application requesting a pipeline franchise to operate and maintain existing petroleum pipelines in the City of Brea. The proposed pipeline franchise has been determined to be exempt from CEQA requirements according to Section 15301 of the CEQA guidelines. Upon final adoption of the Ordinance by the City Council, staff recommends appropriating all franchise fee revenues estimated at $527.61 in the FY 2025-26 Operating Budget and releasing the current faithful performance bond upon Crimson's submittal of a new bond. Additionally, staff recommends waiving the second reading to allow for the adoption of the Ordinance at the next regularly scheduled City Council meeting.

Attachments

Exhibit A - Pipeline Map.pdf
Exhibit B - Ordinance No. 1267.pdf



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REV.	DATE	DESCRIPTION OF REVISION	BY	CHK	APP
A	10/06/25	ISSUED FOR ORDINANCE 1056	PmP	JK	

CRIMSON PIPELINE LLC

ORDINANCE 1056
CRIMSON PIPELINES
BREA, CA

SCALE: NTS	DATE: 10/06/25	SK-25-008	REV. A
DRAWN: PmP	SHEET 1 OF 1		

File: C:\Users\pbertuquet\OneDrive - Crimson Pipeline\Project Engineering - Design and Drafting\~California\Permit_Exhibit Drawings\LAND_FRANCHISE\Brea\Ordinance 1056\SK-25-008_020226.dwg Date: Feb 02, 2026 - 6:31am

ORDINANCE NO. 1267

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BREA GRANTING A PIPELINE FRANCHISE TO CRIMSON CALIFORNIA PIPELINE, L.P.

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

SECTION 1. In accordance with the provisions of Chapter 8.42 of the Brea City Code, the City Council hereby grants a franchise to Crimson California Pipeline, L.P., a California limited partnership (“Franchisee"), for a term of 10 years from the effective date of this 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. 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 3. The City Council finds that the grant 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 4. 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 5. The City Clerk shall certify to the adoption of this Ordinance.

APPROVED AND ADOPTED this __ day of _____, 2026.

_____
Cecilia Hupp, 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 _____, 2026, and was finally passed at a regular meeting of the City Council of the City of Brea held on the ____ day of _____, 2026, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

DATED: _____, 2026

_____
Victoria Popescu, City Clerk

EXHIBIT “A”

CITY of BREA

City Council Regular Meeting
Communication
March 3, 2026
Item No. 4G.

Approval of a Professional Services Agreement between the City of Brea and GovPath

TO	PREPARED BY
Honorable Mayor and City Council Members	Joselyn Magana, Management Analyst
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Jason Killebrew, Assistant City Manager/Community Development Director	Kristin Griffith, City Manager

RECOMMENDATION

Staff recommends that the City Council take the following actions:

1. Approve a Professional Services Agreement between the City of Brea and GovPath for as-needed service and support for Accela in the amount not-to-exceed $51,800 with a 10 percent contingency;
2. Authorize the City Manager or designee to execute and make non-substantive changes to the Professional Services Agreement; and
3. Authorize the City Manager to amend and extend the term of the Professional Services Agreement for one additional one-year term.

BACKGROUND/DISCUSSION

The City of Brea's Building & Safety Division manages the City's permitting system through Accela Land Management software ("Accela"), a cloud-based system that integrates Brea's GIS mapping, electronic permitting, inspections, account tracking, and central project documentation into a streamlined software solution. Residents submit project applications through the Building & Safety Division, which coordinates review with the Planning Division, Public Works Department, Fire Department, and Community Services Department. While Accela allows staff to track and process permits internally, there are opportunities to enhance specific features and customize the platform to improve transparency, efficiency, accessibility, and communication with the public. The implementation of these enhancements exceeds the capabilities of City staff; therefore, a third-party software administrator is required to execute the necessary features.

In October 2023, following a successful procurement proposal, the City entered into a Professional Services Agreement with TruePoint Solutions, LLC (“TruePoint Solutions”) for $16,665 plus a 10 percent contingency. Under this agreement, TruePoint Solutions integrated an online payment adapter, automated email notifications to users, addressed user account issues, created new record types in Accela, and enhanced the overall visual layout. These actions resulted in improved system management, better workflow, and enhanced user experience.

In September 2024, the Brea City Council authorized Amendment No. 1, which increased the agreement amount by $44,220 with a 10 percent contingency, bringing the total agreement amount to $60,885 with a 10 percent contingency. As part of this contract amendment, TruePoint Solutions assisted the City by building Accela's Citizen Access (ACA) Portal. The ACA Portal effectively established a streamlined online permit center by digitizing the development review and building inspection processes. Applicants can now submit permit applications, review records, schedule building inspections, and make payments online at any time of day, eliminating delays caused by processing times, paperwork, and manual data entry. Furthermore, TruePoint Solutions transitioned the City's overnight parking permit system to Accela, enabling the administration of the program to be conducted in-house. This update reduced material costs and increased staff's ability to assist residents directly with parking permit applications. Overall, these enhancements have significantly assisted the Building & Safety, Planning, Engineering, and Fire Prevention Divisions.

In October 2025, the City's agreement with TruePoint Solutions expired. Since then, City staff have met internally to assess the need for a new agreement with expanded services to improve Americans with Disabilities Act (ADA) compliance, security, and the user experience. Since the expiration of the contract, TruePoint Solutions has merged with GovPath and will hereafter be referred to as "GovPath". As part of this discussion, staff identified additional opportunities for Accela improvements, outlined in the Scope of Services in Attachment A, that would allow GovPath to conduct the following tasks:

- **ACA Portal - ADA Compliance:** Initiate and complete the transition of Accela's Citizen Access Portal to maintain ADA compliance per the Department of Justice's new ADA requirements
- **Short-Term Rental Implementation:** Initiate and complete a new license processing module for short-term rental license applications
- **Update User Fees:** Implement and update the user fees programmed in Accela in accordance with the recent citywide user fee update
- **On-Call Support Services and Training:** Retain GovPath for on-call support, maintenance services, and staff training

ACA Portal – ADA Compliance

On April 24, 2024, the Department of Justice (DOJ) updated its regulations under Title II of the ADA, revising the Web Content Accessibility Guidelines (WCAG) to ensure that web content is accessible to people with disabilities. The updated regulations mandate that state and local governments' web content and mobile apps adhere to WCAG Version 2.1, Level AA standards by April 24, 2027 (deadline for cities with a population size of fewer than 50,000 persons). The City's customized ACA Portal requires configuration updates to ensure full compliance with WCAG 2.1 Level AA standards. These updates include adjustments to the navigation structure, screen reader compatibility, color contrast, form labeling, and document accessibility. The one-time cost to configure the ADA-related updates is $5,550. Staff recommends conducting the updates in advance of the deadline to ensure timely implementation and testing.

Updated User Fees

On December 16, 2025, the City Council approved and adopted Resolution 2025-068 to establish and adjust certain user fees with an effective date of March 1, 2026. These fees are embedded within the permit applications and are collected through Accela during the application review process. The approved user fee changes include new, increased, or revised fees, and a shift from deposit-based to flat-fee billing for some services. Given the scope of the adopted fee revisions, staff require additional assistance to update fee tables, modify calculation formulas, convert deposit-based structures to flat-fee structures, and recalibrate related fee schedules within Accela. The one-time cost to update all the fees is $22,200. While the revised fees become effective March 1, 2026, staff will manually convert and calculate fees until the full integration within Accela is complete.

Short-Term Rental Implementation

On January 20, 2026, the City Council adopted Ordinance No. 1270, which authorized a limited-term, pilot, short-term rental program in the City. Following the program's approval, staff is recommending the development of a Short-Term Rental Module in Accela, enabling City staff to streamline license issuance. The module will centralize application intake, routing, inspection tracking, fee collection, and enforcement documentation. To develop a Short-Term Rental Module, there is a one-time cost of $18,500. Until the Short-Term Rental Module is built, staff will administer the program via paper applications.

On-Call Support Services and Training

To ensure reliable ongoing support, maintenance services, and staff training, the City will retain GovPath for thirty (30) hours of on-call support at a cost of $5,550. Given the development of a new module and the system updates, it is essential to retain GovPath for ongoing training, maintenance, and support to address any emerging needs.

FISCAL IMPACT/SUMMARY

There is no new impact to the General Fund. The total contract amount of $51,800 with a 10 percent contingency is already budgeted in the General Fund (110) in the Building & Safety Division for the City's Fiscal Year 2025-27 Operating Budget.

Of the $51,800 identified for this scope of work, as outlined in Attachment A, $5,550 will be funded from the City's Certified Access Specialist (CASp) fees. Under Senate Bill (SB) 1186, the City can use CASp fees to increase ADA access and compliance for public-related projects.

Attachments

Attachment A: Professional Services Agreement between the City of Brea and GovPath

Agreement No. 2026.02.23.196
Professional Services Agreement

This **Professional Services** Agreement ("Agreement") is dated **Monday, February 23, 2026** for reference purposes and is executed by the City of Brea, a California municipal corporation ("City"), and **GovPath** a **Consultant** ("Consultant").

RECITALS

A. City desires to retain Consultant as an independent contractor to provide the following **Professional Services**: **As-needed Service and Support for Accela** for **Community Development**.

B. Contractor represents that it is duly licensed, fully authorized by law, and has the necessary experience and qualifications, to provide such services.

NOW, THEREFORE, the parties agree as follows:

AGREEMENT

1. Scope of Services.

Consultant shall perform the services referenced in the Recitals and more specifically described in the Scope of Services set forth in the attached Exhibit A, and as otherwise required by this Agreement, all to City's satisfaction (collectively, "Services").

2. Compensation

A. City shall pay for the Services satisfactorily performed, in accordance with the Fee Schedule set forth in the attached **Exhibit A**.

B. In no event shall the total amount paid for the Services exceed the all-inclusive **annual sum** of **$ 51,800.00** ("Contract Amount"). This amount covers and is inclusive of all labor, materials, and any and all other costs incurred by **Consultant** in performing the Services. **Consultant** shall be deemed to have made all inquiries and site inspections deemed necessary by **Consultant** prior to execution of this Agreement.

C. Unless the Fee Schedule calls for payment of a one-time flat fee, periodic payments for undisputed work shall be made within 30 days of receipt of an invoice which includes a detailed description of the work performed. **Consultant**'s invoices shall indicate the amount of time spent on each task and the applicable rate.

D. Unless the Fee Schedule calls for payment on a different schedule, **Consultant** shall invoice City on a monthly basis.

3. Additional Work.
A written amendment to this Agreement shall be executed for contingency work that increases

the Contract Amount by more than 10.00% approved by City Manager, or designee.

Contractor's invoice shall include a detailed description of any approved contingency work.

4. Term.

A. The term of this Agreement shall commence **Monday, March 2, 2026** ("Effective Date"). Unless extended or earlier terminated as provided herein, **this Agreement shall expire on: Tuesday, March 2, 2027**

City may extend the term of this Agreement by giving written notice to Contractor within 30 days prior to the then-scheduled expiration date for up to one (1) additional one-year terms which will be in the sole discretion of the: City Manager.

5. Time of Performance.

A. **Consultant** shall **commence the Services on the above Effective Date**, **timely complete all performance milestones, if any, and shall complete the Services within the term of this agreement.**

B. Force Majeure. Neither party shall be considered in default of this Agreement for delays in performance caused by a force majeure event. As used in this Agreement, the term "force majeure event" means circumstances beyond the reasonable control of the non-performing party and includes the following: abnormal weather conditions; floods; earthquakes; fire; epidemics; war; riots and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage; or judicial restraint. **Consultant**'s lack of financial capability, shall not constitute a force majeure event unless directly attributable to any of the foregoing events.

C. Should a force majeure event occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement.

6. Maintenance of Records.

Books, documents, papers, accounting records, and other evidence pertaining to the Services, including costs incurred, shall be maintained by **Consultant** and made available for review by City at all reasonable times during the term of this Agreement and for four (4) years from the date of final payment by City.

7. Standard of Care.

Contractor's Services shall be performed in accordance with the generally accepted professional standards of practice and principles and in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently performing similar services under similar conditions in southern California. Contractor shall maintain all professional licenses and certifications required to lawfully perform the Services.

8. Compliance with Law.

A. **Consultant** shall comply with all applicable laws including Cal/OSHA requirements.

B. **Consultant** shall obtain a City of Brea business license.

C. **Consultant** shall comply with all applicable provisions included in the attached Special Provisions Section.

9. Assignment and Subcontracting.

A. **Consultant** shall not assign or transfer this Agreement or any rights or obligations under, or any interest in this Agreement, or subcontract any required performance hereunder, without the prior written consent of City, which may be withheld for any reason. City shall be deemed to have approved **Consultant**'s utilization of subcontractors identified in **Consultant**'s proposal for the Services.

B. Any attempt to so assign, transfer, or subcontract without City's prior written consent shall be void and shall constitute grounds for City's termination of this Agreement. Authorized subcontracts shall contain a provision making the subcontractor subject to all requirements of this Agreement otherwise applicable to the **Consultant**.

C. If use of a subcontractor is approved, then City may withhold 5% of each monthly payment to **Consultant**. Such retention shall be released upon City's receipt of an unconditional release of all claims signed by any such subcontractor, as to work performed to date.

10. Independent Contractor.

A. **Consultant** is retained as an independent contractor and is not an employee of City. No employee or agent of Consultant is or shall become an employee of City.

B. **Consultant** will determine the means, methods, and details by which **Consultant**'s personnel will perform the Services. **Consultant** shall be solely responsible for the satisfactory work performance of all personnel engaged in performing the Services and compliance with the customary professional standards.

C. **Consultant**'s personnel shall not wear or display any City uniform, badge, identification number, or other information identifying such individual as an employee of City. **Consultant**'s personnel shall not use any City e-mail address or City telephone number in the performance of the Services. **Consultant** shall acquire and maintain at its sole cost and expense such vehicles, equipment and supplies as **Consultant**'s personnel require to perform the Services. **Consultant** shall perform the Services off of City premises at locations of **Consultant**'s choice, except as otherwise may from time to time be necessary in order for **Consultant**'s personnel to receive projects from City, review plans on file at City, pick up or deliver any work product, or as may be necessary to inspect or visit City locations. City may make a computer available to **Consultant** from time to time for **Consultant**'s personnel to obtain information about or to check on the status of projects pertaining to the Services.

D. **Consultant** shall be responsible for and pay all wages, salaries, benefits and other amounts due to **Consultant**'s personnel in connection with the Services **Consultant** shall be responsible for all reports and obligations respecting such additional personnel, including Social Security taxes, other retirement or pension benefits, income tax withholding, unemployment insurance, disability insurance, and

workers' compensation insurance. **Consultant** and its officers, employees, agents, and subcontractors shall not become entitled to, and hereby waive any claims to, any wages, salaries, compensation, benefit or any incident of employment by City, including eligibility to enroll in, or reinstate to membership in, the California Public Employees Retirement System ("PERS") or any other retirement program, as an employee of City, and entitlement to any contribution to be paid by City for employer contributions or employee contributions for PERS benefits or any other retirement benefits.

11. CalPERS Compliance.

The parties acknowledge that City is a local agency member of CalPERS, and as such has certain pension reporting and contribution obligations to CalPERS on behalf of qualifying employees. **Consultant** agrees that, in providing its employees and any other personnel to City to perform the Services, **Consultant** shall assure compliance with the Public Employees' Retirement Law (Government Code Section 20000 et seq.), the regulations of CalPERS, and the Public Employees' Pension Reform Act of 2013 (Government Code Section 7522 et seq.). Without limitation to the foregoing, **Consultant** shall assure compliance with regard to personnel who have active or inactive membership in CalPERS and to those who are retired annuitants and in performing this Agreement shall not assign or utilize any of its personnel in a manner that will cause City to be in violation of the applicable retirement laws and regulations.

12. Insurance.

Unless otherwise permitted or waived in writing by City's Risk Manager **Consultant** shall not commence work until it has secured all insurance required under this section and provided evidence thereof that is acceptable to City. In addition, **Consultant** shall not allow any subcontractor to commence work on any subcontract until it has secured all insurance required under this section.

A. Commercial General Liability

i. **Consultant** shall take out and maintain, in amounts not less than specified herein,

Commercial General Liability Insurance, in a form and with insurance companies acceptable to City.

ii. Coverage for Commercial General Liability insurance shall be at least as broad as the following:

a. Insurance Services Office Commercial General Liability coverage (Occurrence Form CG 00 01) or exact equivalent.

iii. Commercial General Liability Insurance must include coverage for the following:

a. Bodily Injury and Property Damage
b. Personal Injury/Advertising Injury
c. Premises/Operations Liability
d. Products/Completed Operations Liability
e. Aggregate Limits that Apply per Project
f. Contractual Liability with respect to this Agreement
g. Broad Form Property Damage
h. Independent **Consultant**'s Coverage

iv. The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; (3) products/completed operations liability; or (4) contain any other exclusion contrary to this Agreement.

v. The policy shall be endorsed to name City, its elected and appointed officials, officers, employees, agents, servants, designated volunteers and agents serving as independent contractors in the role of City officials, as additional insureds using ISO endorsement forms CG 20 10 10 01 and 20 37 10 01, or endorsement forms providing the exact same coverage.

vi. The general liability coverage may utilize deductibles or provide coverage excess of a self-insured retention, only if approved by City's Risk Manager in writing, and further provided that such deductibles shall not apply to coverage of the additional insureds

B. Automobile Liability

i. **Consultant** shall maintain Automobile Liability Insurance for bodily injury and property damage including coverage for owned, non-owned and hired vehicles, in a form and with insurance companies acceptable to City.

ii. Coverage for automobile liability insurance shall be at least as broad as Insurance Services Office Form Number CA 00 01 covering automobile liability (Coverage Symbol 1, any auto).

iii. The policy shall be endorsed to name City, its officials, officers, employees, agents, servants, designated volunteers and agents serving as independent **Consultant** in the role of City officials, as additional insureds.

iv. Subject to City's written approval, the automobile liability coverage may utilize deductibles or provide coverage excess of a self-insured retention, provided that such deductibles shall not apply to coverage of the additional insureds.

C. Workers' Compensation/Employer's Liability

i. **Consultant** certifies that **Consultant** is aware of the provisions of Labor Code Section 3700 which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and he/she/it will comply with such provisions before commencing work under this Agreement.

ii. **Consultant** shall maintain full compensation insurance for its employees in accordance with the Workers' Compensation and Insurance Act (Labor Code Section 3200 et seq.) and Employer's Liability Coverage in amounts indicated herein. **Consultant** shall require all subcontractors to obtain and maintain workers' compensation coverage of the same type and limits as specified in this section.

D. Professional Liability (Errors and Omissions)

Consultant shall maintain professional liability or errors and omissions insurance appropriate to its profession, in a form and with insurance companies acceptable to City and with the limits required

herein. This insurance shall be endorsed to include contractual liability applicable to this Agreement and shall be written on a policy coverage form specifically designed to protect against acts, errors or omissions of **Consultant** in the performance of professional services. “Covered Professional Services” as designated in the policy must specifically include work performed under this Agreement. The policy must “pay on behalf of” the insured and must include a provision establishing the insurer's duty to defend.

E. Cyber Liability

If Cyber Liability is included in the Minimum Policy Limits Required below, then **Consultant** shall maintain cyber liability insurance providing protection against claims and liabilities arising from:

i. Errors and omissions in connection with maintaining security of City Data (as defined below);

ii. Data breach including theft, destruction, and/or unauthorized use of City Data;

iii. Identity theft including bank charges assessed; and

iv. Violation of privacy rights due to a breach of City Data.

F. Minimum Policy Limits Required

i. A.M. Best's Rating

Each policy of insurance required herein shall be from a company or companies having a current A.M. Best's rating of no less than A:VII and admitted and authorized to transact the business of insurance in the State of California.

ii. The following insurance limits are required for this Agreement:

a. Commercial General Liability

$1,000,000 per occurrence/ $2,000,000 aggregate for bodily injury, personal injury, and property damage

b. Automobile Liability

$2,000,000 per occurrence (any auto) for bodily injury and property damage

c. Worker's Compensation and Employers Liability

In the amount required by California law for Workers’ Compensation Limit.
$1,000,000 per occurrence for Employer's Liability

d. Professional Liability

$2,000,000 per claim and aggregate (errors and omissions)

e. Cyber Liability

Cyber Liability Insurance is not required for this Agreement.

ii. Defense costs shall be payable in addition to the limits.

iii. Requirements of specific coverage or limits contained in this section are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance. Any available coverage shall be provided to the parties required to be named as additional insured pursuant to this Agreement.

G. Proof of Insurance

Within five days of execution of this Agreement, but prior to commencement of the Services, **Consultant** shall file with City evidence of insurance from an insurer or insurers certifying to the coverage of all insurance required herein. Such evidence shall include original copies of the ISO CG 00 01 (or insurer's equivalent) signed by the insurer's representative and Certificate of Insurance (Acord Form 25-S or equivalent), together with required original endorsements. All evidence of insurance shall be signed by a properly authorized officer, agent, or qualified representative of the insurer and shall certify the names of the insured, any additional insureds, where appropriate, the type and amount of the insurance, the location and operations to which the insurance applies, and the expiration date of such insurance.

H. Policy Provisions Required

i. The required policies of insurance shall require that the City be provided at least 30 days prior written notice of cancellation of any policy required by this Agreement, except that the policies shall provide at least 10 days prior written notice of cancellation of any such policy due to non-payment of premium. If any of the required coverage is cancelled or expires during the term of this Agreement, **Consultant** shall deliver renewal certificate(s) including the required endorsement(s) to City at least 10 days prior to the effective date of cancellation or expiration.

ii. The Commercial General Liability Policy and Automobile Liability Policy shall each contain a provision stating that **Consultant's** policy is primary insurance and that any insurance, self-insurance or other coverage maintained by City or any additional insureds shall not be called upon to contribute to any loss.

iii. The retroactive date (if any) of each policy is to be no later than the effective date of this Agreement. If a "claims-made" professional liability policy is provided, it shall include an extended reporting period of not less than three years.

iv. All required insurance coverages, except for the professional and cyber liability coverage, shall contain or be endorsed to provide a waiver of subrogation in favor of City, its elected and appointed officials, officers, employees, agents, servants, designated volunteers and agents serving as independent contractors in the role of City officials ("City Parties"), or shall specifically require **Consultant** or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. **Consultant** hereby waives its own right of recovery

against the City Parties, and shall require similar written express waivers and insurance clauses from each of its subcontractors.

v. The limits set forth herein shall apply separately to each insured against whom claims are made or suits are brought, except with respect to the limits of liability. Further the limits set forth herein shall not be construed to relieve **Consultant** from liability in excess of such coverage, nor shall it limit **Consultant**'s indemnification obligations to City or preclude City from taking such other actions available to City under other provisions of this Agreement or law.

I. Additional Insurance Provisions

i. The foregoing requirements as to the types and limits of insurance coverage to be maintained by **Consultant**, and any approval of such insurance by City, are not intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise assumed by **Consultant** pursuant to this Agreement, including the provisions concerning indemnification.

ii. If at any time during the term of this Agreement, any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by **Consultant** or City will withhold amounts sufficient to pay premium from **Consultant** payments. In the alternative, City may terminate this Agreement for cause.

iii. City may require **Consultant** to provide for inspection by City, complete copies of all insurance policies in effect for the duration of the Agreement.

iv. No City official, officer, employee, agent or volunteer shall be personally responsible for any liability arising under or by virtue of this Agreement.

v. The insurance obligations under this Agreement shall be: (1) all the insurance coverage and/or limits carried by or available to **Consultant**; or (2) the minimum insurance coverage requirements and/or limits shown in this Agreement; whichever is greater. Any insurance proceeds in excess of or broader than the minimum required coverage and/or minimum required limits, which are applicable to a given loss, shall be available to City. No representation is made that the minimum insurance requirements of this Agreement are sufficient to cover the obligations of **Consultant** under this Agreement.

J. Subcontractor Insurance Requirements

Consultant shall not allow any subcontractor to commence work on any subcontract until it has provided evidence satisfactory to City that it has secured all insurance required under this section. Policies of commercial general liability insurance provided by such subcontractors shall be endorsed to name City, its elected and appointed officials, officers, employees, agents, servants, designated volunteers and agents serving as independent contractors in the role of City officials as additional insureds, using ISO form CG 20 38 04 13 or an endorsement providing the same coverage. If requested by **Consultant**, City may approve different scopes or minimum limits of insurance for particular subcontractors.

13. Indemnification.

A. Other than in the performance of professional services, and to the fullest extent permitted by law, Contractor shall defend (with counsel reasonably approved by City), indemnify and hold City, its elected and appointed officials, officers, attorneys, agents, employees, servants, designated volunteers, successors, assigns and those City agents serving as independent contractors in the role of City officials (collectively "Indemnitees") free and harmless with respect to any and all claims, demands, causes of action, costs, expenses, liabilities, losses, damages, liens, stop notices and/or injury of any kind, in law or equity, to property or persons, including bodily injury, wrongful death, personal injury and property damage, and destruction, or unauthorized access to, disclosure, use, and/or theft of electronic data (collectively, "Claims") in any manner and to the extent arising out of, pertaining to, or incidental to any act, error, omission, or willful misconduct of Contractor, its owners, officials, officers, employees, subcontractors, contractors or agents (and/or any entity or individual for whom Contractor shall bear legal liability) in connection with the performance of the Services including the payment of all damages, expert witness fees and attorney's fees and other related costs and expenses actually incurred in connection with such defense. Contractor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by Contractor, or by City or any of the other Indemnitees. Contractor shall have no liability hereunder for claims and liabilities arising out of the sole, active negligence of any of the Indemnitees.

B. Professional Services. To the fullest extent permitted by law, Contractor shall, at its sole cost and expense, protect, defend, hold harmless and indemnify the Indemnitees, from and against any and all Claims, whether actual, alleged or threatened, to the extent arising out of, pertaining to, or relating to, in whole or in part, the negligence, recklessness or willful misconduct of Contractor, and/or its officers, agents, employees, subcontractors, contractors or their officers, agents, servants or employees (and/or any entity or individual for whom Contractor shall bear legal liability) in the performance of professional services under this Agreement. Contractor shall defend the Indemnitees in any action or actions filed in connection with any Claims with counsel of the Indemnitees' choice, and shall pay all costs and expenses, including all attorneys' fees and experts' costs, actually incurred in connection with such defense.

C. Contractor's obligations under this Section shall survive the expiration or termination of this Agreement.

14. Laws and Venue.

This Agreement shall be governed by and interpreted in accordance with the laws of the State of California without regard for change of venue laws. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in the Superior Court of the County of Orange, or in the U.S. District Court, Central District,, State of California. **Consultant** must comply with the claim procedures set forth in the Government Claims act (Government Code Section 810 et seq.) prior to filing any lawsuit against City.

15. Termination.

A. City may terminate any portion or all of the Services or this Agreement with or without cause by giving 10 days' prior, written notice to **Consultant**. In such event, City shall be immediately given title to and possession of all Work Product (as defined below) and original field notes, drawings and specifications, written reports and all other documents produced or developed pursuant to this Agreement. Provided **Consultant** is not then in breach, City shall pay **Consultant** for any portion of the Services satisfactorily completed prior to termination. If termination occurs prior to completion of any specific task for which a payment request has not been received, the charge for Services performed shall be the reasonable value of such Services, based on an amount agreed to by the parties. City shall not be liable for any costs other than the charges or portions thereof which are specified herein. **Consultant** shall not be entitled to payment for unperformed Services, and shall not be entitled to damages or compensation resulting from such termination.

B. **Consultant** may terminate this Agreement only for cause and by serving written notice of termination to City, provided **Consultant** has first served City with a written notice of default and demand to cure, and City has failed to cure such default within 30 days of receipt of such notice.

16. Ownership of Work Product.

A. All draft and final reports, documents, and other written material, and any and all images, reports, writings, ideas, concepts, designs including website designs, source code, object code, electronic data and files, and/or other media whatsoever created or developed by Contractor in the performance of this Agreement (collectively, "Work Product") shall be considered to be "works made for hire" for the benefit of City. All Work Product and any and all intellectual property rights arising from their creation, including all copyrights and other proprietary rights, shall be and remain the property of City without restriction or limitation upon their use, duplication or dissemination by City upon final payment being made, provided that any such use shall be at City's sole risk. Contractor shall not obtain or attempt to obtain copyright protection as to any of the Work Product. Contractor agrees that the compensation set forth in Section 2 of this Agreement includes conveyance to City of ownership of all Work Product, including intellectual property rights, as provided in this Section 16. "Work Product" shall not include intellectual property, or any thing or idea protected by intellectual property rights, lawfully owned or possessed by [contractor] prior to the effective date of this Agreement.

B. Contractor hereby assigns to City all rights of ownership to the Work Product, including any and all related intellectual property and proprietary rights, that are not otherwise vested in City pursuant to subsection A above.

C. Contractor warrants and represents that it has secured all necessary licenses, consents or approvals necessary to the production of the Work Product, and that upon final payment or Contractor 's default, City shall have full legal title to the Work Product, and full legal authority and the right to use and reproduce the Work Product for any purpose. Contractor shall defend, indemnify and hold City, and the other Indemnitees harmless from any and all losses, claims or liabilities in any way related to a claim that City's use of any of the Work Product violates federal, state or local laws, or any contractual provisions, or any rights or laws relating to trade names, licenses, franchises, copyrights, patents or other means of protecting intellectual property rights and/or interests in products, ideas or inventions. Contractor shall bear all costs arising from the use of patented, copyrighted, trade secret or trademarked documents, materials,

equipment, devices or processes in connection with its provision of the Work Product produced under this Agreement. In the event the use of any of the Work Product or other deliverables hereunder by City is held to constitute an infringement and the use of any of the same is enjoined, Contractor, at its expense, shall: (a) secure for City the right to continue using the Work Product and other deliverables by suspension of any injunction, or by procuring a license or licenses for City; or (b) modify the Work Product and other deliverables so that they become non-infringing while remaining in compliance with the requirements of this Agreement; or (c) provide the City with a full and complete refund of all sums paid under this Agreement. Contractor's obligations under this Section shall survive the expiration or termination of this Agreement.

17. Data Security.

A. As used in this Agreement, "City Data" means any and all information and data provided or made accessible, directly or indirectly, to Contractor by City, or otherwise acquired from City, in connection with Contractor 's performance of the Services. As between the Contractor and the City, any and all City Data is solely owned by City. Contractor is granted a limited, non-exclusive, and revocable license to use City Data solely as necessary to perform the Services. At no time shall Contractor use City Data for its own purposes, or sell, disclose or disseminate City Data, except as required by law or to provide the Services. At all times herein, Contractor shall protect and maintain the security of City Data using methods providing not less than the level of security Contractor uses for its own confidential data, and that otherwise comply with recognized industry data security standards applicable to similar kinds of governmental data and information.

B. To the extent any City Data consists of personal information as defined in California Consumer Privacy Act (Civil Code Section 1798.100 et seq.), Contractor shall comply with that statute and with Civil Code Section 1798.80. et seq., including providing the required notifications in the event of any unauthorized access or disclosure of personal information stored, maintained, accessed, used or transmitted by Contractor in connection with this Agreement. Notwithstanding the foregoing, Contractor shall within 24 hours notify the City Representative by telephone and in writing of any unauthorized access of City Data. Thereafter, Contractor shall render any assistance to City and law enforcement as necessary to ascertain the nature and extent of such unauthorized access.

C. Contractor shall not store City Data using cloud-based storage without City's prior, written consent, unless the use of such storage is clearly described in the Scope of Services. Where permitted herein, any and all cloud-based storage shall be on servers and other hardware located within the continental United States, and shall be in compliance with ISO/IEC 27001 - 27018, as applicable, unless otherwise agreed to in writing by the City Representative. Cloud storage using Amazon Web Service or Microsoft Azure shall be deemed to satisfy the requirements of this subsection C.

18. Party Representatives.

City hereby designates **Chris Varela**, or such person's designee, as the City Representative for this Agreement.

Consultant hereby designates **Keith Hobday**, or such person's designee, as **Consultant**'s

Representative for this Agreement, unless and until written notice of a new representative acceptable to City is provided to City.

The foregoing representatives shall be authorized to provide consent where required herein, and to make other administrative decisions that will be binding on their respective party, except as otherwise specifically required herein.

19. Notices.
Any notices, invoices, or other documents related to this Agreement shall be deemed received on: (a) the day of delivery, if delivered by hand during the receiving party's regular business hours or by e-mail before or during the receiving party's regular business hours; (b) the business day after delivery, if delivered by e-mail after the receiving party's regular business hours; or (c) on the second business day following deposit in the United States mail, certified mail with return receipt requested and postage prepaid, to the addresses listed below, or to such other addresses as the parties may, from time to time, designate in writing.

City	**Consultant**
City of Brea	**GovPath**
1 Civic Center Circle	**3262 Penryn Road, Suite 100-B**
Brea, CA 92821	**Loomis, CA 95650**
United States	**USA**
Chris Varela	**Keith Hobday**
christianv@CityofBrea.gov	**khobday@govpath.tech**
(714) 990-7765	**(916) 600-4992**

20. Third Party Rights.

Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than City and **Consultant**.

21. Conflicts of Interest.

A. **Consultant** covenants that it presently has no interest, and shall not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of the Services. **Consultant** certifies that no one who has or will have any financial interest under this Agreement is an officer or employee of City.

B. **Consultant** further covenants that, in the performance of this Agreement, no subcontractor or person having any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of the Services shall be employed. **Consultant** has provided City with a list of all City-approved subcontractors and the key personnel for such subcontractors that are retained or to be retained by **Consultant** in connection with the performance of the Services, to assist City in affirming compliance with this Section.

C. **Consultant** maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for **Consultant**, to solicit or secure this Agreement.

Further, **Consultant** warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for **Consultant**, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. If required, **Consultant** further agrees to file, or shall cause its employees or subcontractors to file, a Statement of Economic Interest with the City Clerk as required under state law in the performance of the Services. For breach or violation of this warranty, City shall have the right to terminate this Agreement without liability. No director, official, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

22. Severability.

The unenforceability, invalidity or illegality of any provision(s) of this Agreement shall not render the remaining provisions unenforceable, invalid or illegal.

23. Successors and Assigns.

This Agreement shall be binding upon and shall inure to the benefit of the successors in interest, executors, administrators and assigns of the parties.

24. Non-Waiver.

None of the provisions of this Agreement shall be considered waived by either party, unless such waiver is specified in writing, and any such waiver shall be limited to that set of circumstances and not to any future circumstances unless another written waiver is executed.

25. Time of Essence.

Time is of the essence in each and every provision of this Agreement.

26. City’s Right to Employ Other Consultant's.

City reserves its right to employ other **Consultant**'s to provide the Services or similar services.

27. Exhibits.

The attached **Exhibit A is** are incorporated herein by reference. In the event of any conflict or inconsistency between the provisions of this Agreement and any Exhibit, the provisions of this Agreement shall govern.

28. Entire Agreement.

This Agreement represents the entire understanding of the parties as to the Services, and supersedes and cancels any prior or contemporaneous oral or written understanding, promises or representations with respect to those matters. Each party acknowledges that no representations, inducements, promises or agreements have been made by any person which are not incorporated herein, and that any other agreements shall be void. This Agreement may not be modified or altered except in writing signed by both parties. This is an integrated agreement.

[SIGNATURES ON FOLLOWING PAGE]

TO EXECUTE THIS AGREEMENT, the Parties have caused their authorized representatives to sign below. Digital Signatures are acceptable if they conform to all requirements of California Government Code Section 16.5.

GovPath

By:_____
Bert Auburn
President
bauburn@govpath.tech

Date Signed:_____

By:_____
Keith Hobday
Manager
khobday@govpath.tech

Date Signed:_____

[Corporation: pursuant to California Corporations Code Section 313, both signature lines must be executed unless the signatory holds at least one of the offices designated on each line. Limited liability company: Pursuant to California Corporations Code Section 17703.01(d), both signature lines must be executed unless the articles of incorporation state that the firm is managed by only one manager.]

City of Brea

By:_____
Kristin Griffith
City Manager
KristinG@CityofBrea.gov

Date Signed:_____

Attest (if over $50,000)

By:_____
Victoria Popescu
City Clerk
VictoriaP@CityofBrea.net

Date Signed:_____

SPECIAL PROVISIONS
No Special Provisions required for this Agreement.

Labor Code Requirements.

A. Contractor acknowledges that this contract is subject to the provisions of Division 2, Part 7, Chapter 1 (commencing with Section 1720) of the Labor Code relating to public works, and Contractor agrees to be bound by all provisions thereof as though set forth in full herein.

B. This is a public work and requires the payment of prevailing wages for the work or craft in which the worker is employed for any public work done under the contract by Contractor or by any subcontractor pursuant to Labor Code Section 1771. Pursuant to Labor Code Section 1773, City has obtained the general prevailing rate of per diem wages and the general rate for holiday and overtime work in this locality for each craft, classification, or type of workman needed to execute this contract from the Director of the Department of Industrial Relations. These rates are on file with the City Clerk or may be obtained at http://www.dir.ca.gov/OPRL/DPreWageDetermination.htm.

C. Copies may be obtained at cost at the City Clerk's office. Contractor shall post a copy of such wage rates at the job site and shall pay the adopted prevailing wage rates as a minimum. Contractor shall comply with the provisions of Labor Code Sections 1775, 1776, 1777.5, 1777.6, and 1813. Pursuant to Labor Code Section 1775 of the Labor Code, Contractor shall forfeit to City, as a penalty, not more than $200 for each calendar day, or portion thereof, for each laborer, worker, or mechanic employed, paid less than the stipulated prevailing rates for any work done under this contract, by Contractor or by any subcontractor, in violation of the provisions of this Agreement.

D. In accordance with Labor Code Sections 1725.5 and 1771.1, and except for projects involving construction, alteration, demolition, installation, or repair work of $25,000 or less, or maintenance work of $15,000 or less, no contractor or subcontractor shall be qualified to bid on, be listed in a bid proposal, subject to the requirements of Public Contract Code Section 4104, or engage in the performance of any public work contract unless currently registered and qualified to perform public work pursuant to Section 1725.5 [with limited exceptions for bid purposes, only, pursuant to Labor Code Section 1771.1(a)].

E. Pursuant to Labor Code Section 1776, Contractor shall maintain and make available an accurate record showing the name of each worker and hours worked each day and each week by each worker employed by Contractor performing services covered by this Agreement. Contractor and its subcontractors shall furnish electronic certified payroll records to the Labor Commissioner in accordance with Labor Code Section 1771.4. The project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. Contractor is responsible for compliance with Section 1776 by itself and all of its

subcontractors. This project is subject to compliance monitoring and enforcement by the DIR. Contractor shall post job site notices, as prescribed by regulation.

F. Contractor shall comply with and be bound by the provisions of Labor Code Sections 1777.5, 1777.6 and 1777.7 and California Code of Regulations Title 8, Section 200 et seq. concerning the employment of apprentices on public works projects. Contractor shall be responsible for compliance with these Sections for all apprenticeable occupations. Before commencing the Services, Contractor shall provide City with a copy of the information submitted to any applicable apprenticeship program. Within 60 days after concluding the Services, Contractor and each of its subcontractors shall submit to City a verified statement of the journeyman and apprentice hours performed under this Agreement.

G. Contractor agrees to comply with the provisions of Labor Code Section 1813 concerning penalties for workers who work excess hours. Contractor shall, as a penalty to City, forfeit $25 for each worker employed in the execution of the contract by Contractor or by any subcontractor for each calendar day during which such worker is required or permitted to work more than 8 hours in any one calendar day and 40 hours in any one calendar week in violation of the provisions of Division 2, Part 7, Chapter 1, Article 3 of the Labor Code.

H. Labor Code Sections 1860 and 3700 provide that every contractor will be required to secure the payment of compensation to its employees. In accordance with the provisions of Labor Code Section 1861, by executing this Agreement, Contractor certifies as follows:

“I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers’ compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.”

EXHIBIT A
SCOPE OF SERVICES AND FEE SCHEDULE
(Consultant's proposal attached)

GovPath



City of Brea, CA
On-Going Service and Support Proposal

2/19/2025

GovPath

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GovPath

I. Vendor Background & Qualifications

TruePoint (now GovPath) Company History

GovPath is a privately held software and solutions company based in the Sacramento region. We bring an unparalleled level of experience designing, developing, implementing, and supporting complex government IT solutions. Our team has an average of 16+ years of public sector IT experience.

Established in 2004 we became an Accela certified implementation partner in early 2005. Below is a sample of some of our Accela clients:

Cities	Cities	Counties	Counties
Albany, OR	Oakland, CA	Yuba City, CA	San Diego County, CA
Alameda, CA	Oklahoma City, OK	Adams County, CO	San Mateo County, CA
Atlanta, GA	Omaha, NE	Arapahoe County, CO	Santa Barbara County, CA
Asheville, NC	Ontario, CA	Bexar County, TX	Santa Clara County, CA
Aurora, CO	Papillion, NE	Boulder County, CO	Solano County, CA
Benecia, CA	Pleasant Hill, CA	Buncombe County, NC	Stanislaus County, CA
Berkeley, CA	Reno, NV	Clackamas County, OR	Weld County, CO
Boise, ID	Rochester, MN	Carroll County, MD	Washoe County, NV
Ceres, CA	Palo Alto, CA	Chesterfield County, VA	Yakima County, WA
Clearwater, FL	Peoria, AZ	Cobb County, GA	
Cleveland, OH	Pleasanton, CA	Contra Costa County, CA	
Colorado Springs, CO	Ridgefield, WA	Douglas County, NV	**Other State Agencies**
Concord, CA	Roseville, CA	Guilford County, NC	Boston Public Health Commission
Corvallis, OR	Sacramento, CA	Gwinnett County, GA	CA, Dept. of Water Resources
El Paso, TX	Salt Lake City, UT	Hillsborough County, FL	CA – OSHPD
Fort Collins, CO	San Antonio, TX	Jackson County, OR	State of Massachusetts
Fountain, CO	Santa Clara, CA	King County, WA	State of Nevada, Taxicab Auth
Fremont, CA	Santa Monica, CA	Lake County, CA	State of New York
Grand Rapids, MI	Seattle, WA	Leon County, FL	TRPA-Tahoe Regional Pln. Auth.
Grass Valley, CA	Spokane, WA	Maricopa County, AZ	CA State Lands Commission
Hesperia, CA	Socorro, TX	Marion County, IN	City & County of Denver
Indianapolis, IN	Stockton, CA	Martin County, FL	City & County of San Francisco
Lincoln, NE	Sunnyvale, CA	Monterey County, CA	University of Minnesota
Livermore, CA	Tacoma, WA	Multnomah County, OR	Unified Government, KC and Wyandotte
Madison, WI	Tigard, OR	Napa County, CA	
Martinez, CA	Torrance, CA	Nevada County, CA	**Towns and Villages**
Maryland Heights, MO	Virginia Beach, VA	Olmstead County, MN	Elk Grove Village, IL
McAllen, TX	Visalia, CA	Osceola County, FL	Town of Los Gatos, CA
Menlo Park, CA	Walnut Creek, CA	Pasco County, FL	Town of Paradise, CA
Menlo Park Fire, CA	Watertown, WI	Placer County, CA	Town of Queen Creek, AZ
Meridian, ID	West Sacramento, CA	Pima County, AZ	Town of Sahuarita AZ
Missoula, MT	Westminster, CO	Pinal County, AZ	
Moreno Valley, CA	Whistler, BC	Sacramento County, CA	
New York City, NY	Yorba Linda, CA	San Benito County, CA	

GovPath

II. GovPath Staff

This Project represents an important technology undertaking for the City. TruePoint will assign talented staff that has in-depth knowledge of your current implementation. Below is a summary of team members and Accela experience.

TruePoint Solutions Services Team

			Configuration							Reporting						
Consultant	Primary Role	Public Sector	Proj. Manager	Business Analysis	Accela Automation	Citizen Access	Mobile Office	Accela GIS	EDR	Ad-hoc	Crystal Reports	SSRS	Event Scripts	Interfaces	Conversion	End User Training
Keith Hobday	Implementation Consultant	31yrs.	●				●		●	●			●	●		●
Terry Dunn	Implementation Consultant	20 yrs.	●	●	●	●	●			●			●			●
Cory Probasco	Implementation Consultant	23 yrs.	●	●	●	●	●	●	●	●			●			●
Melissa Bouquin	Implementation Consultant	20 yrs.	●	●	●	●	●			●			●			●
David Brown	Implementation Consultant	17 yrs.	●	●	●	●	●	●	●	●			●			●
Thomas Hornick	Technical Consultant	21 yrs.		●	●	●	●			●	●	●	●		●	
Joe Cipriano	Technical Consultant	22 yrs.								●	●	●	●	●	●	
Caleb Harshbarger	Technical Consultant	12 yrs.								●	●	●	●	●	●	
Richard Holland	Technical Consultant	12 yrs.								●	●	●		●	●	
Michele Niccore	Implementation Consultant	12 yrs.	●	●	●	●	●			●			●	●		●
McKenzie Helvick	Implementation Consultant	12 yrs.		●	●	●	●		●	●			●			●
Jay Lum	Technical Consultant	31 yrs.								●	●	●				
David Boucher	Implementation Consultant	15 yrs.	●	●	●	●	●		●	●			●			●
Deborah Herman	Implementation Consultant	22 yrs.	●	●	●	●	●			●	●	●	●			●
Johnny Guest	Implementation Consultant	14 yrs.		●	●											
Erin Griffith	Technical Consultant	14 yrs.								●	●	●				
Jackie Ramirez	Implementation Consultant	10 yrs.		●	●	●	●			●			●		●	●
Tyler Suarez	Implementation Consultant	6 yrs.		●	●	●				●	●	●		●		●
Ray Schug	Implementation Consultant	26 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●
Erica Rodriguez	Implementation Consultant	14 yrs.		●	●	●				●	●	●		●		●
Greg Lamy	Implementation Consultant	4 yrs.		●	●	●				●	●	●		●		●
Michael Becker	Implementation Consultant	5 yrs.								●	●	●	●	●	●	
Alex Charlton	Implementation Consultant	5 yrs.														

Keith Hobday and Tyler Suarez will be the main points of contact for this engagement and ultimately responsible for all members of the GovPath team.

GovPath

III. Project Scope

Project Understanding

TruePoint Solutions appreciates the opportunity to work with the City to enhance the utilization of your Accela Civic Platform products and support the day to day needs of your end users. The Accela Civic Platform is very feature rich and can be continually enhanced to better support your business needs. As we support your needs, we will also focus on knowledge transfer of the Accela Civic Platform features.

TruePoint Solutions proposes a blanket as needed support agreement to work with City staff to support and enhance your current Accela Automation functionality. TruePoint can advise, configure, support and train all aspects of the Accela Civic platform and currently works with over 50 hosted Accela customers on the Accela East, West and Canadian hosted sites.

Proposed Services

As Needed Expert Support and General Maintenance

This service will provide day-to-day as needed or on-call support above and beyond what is provided by Accela CRC. It will also provide a budget to continually enhance and expand the Cities Accela configuration.

- Training as needed on any aspect of Accela. Training can be done on-site or remote.
- Advise on how to most efficiently configure the Accela Civic Platform based on experience we have gained from over 180 customers.
- Fee updates
- Scripting for business process automation
- Additional configuration and enhancements
- Report Development and Support using Ad-Hoc or Crystal
- ACA support and enhancements
- Accela Mobile support
- Accela GIS support
- Day-to-day phone support and issue resolution
- Electronic Plan Review Support

GovPath

Services Costs

Tasks	Hours	Rate	Total	Comment
User Fees Implementation into Accela (Business Analyst)	120	$185	$22,200	
As Needed Support & Training (Business Analyst)	30	$185	5,550	
Short Term Rental Implementation	100	$185	$18,500	
Miscellaneous and New Public Portal	30	$185	5,550	
Total			**51,800**	

Services will be billed monthly on a T@M hourly basis as work is requested by the city.

SIGNATURE

Agency acknowledges that it has read this SOW, understands it and agrees to be bound by its terms and conditions. The parties agree that this Agreement cannot be altered, amended or modified, except in writing that is signed by an authorized representative of both parties.

Accepted City of Brea, CA.	Accepted GovPath
By:	By: Keith Hobday
Print Name:	Print Name: Keith Hobday
Title:	Title: VP Customer Success
Date:	Date: 2-19-2026

CITY of BREA

City Council Regular Meeting
Communication
March 3, 2026
Item No. 4H.

City Disbursement Registers for February 13 and February 20, 2026

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 the City Council take the following action:

1. Receive and file the City Disbursement Registers.

Attachments

City Disbursement Register 2.13.26.pdf
City Disbursement Register 2.20.26.pdf

City Disbursement Register

Between Feb 9, 2026 12:00 AM and Feb 13, 2026 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
200128	AGILE OCCUPATIONAL MEDICINE PC	02/13/2026	32405	110141481	HR MED SVCS JAN26	$452.00
		AGILE OCCUPATIONAL MEDICINE PC			**Total Check Amount:**	**$452.00**
200129	AIR EXCHANGE INC	02/13/2026	30200	490515151	FS2 HOSE/SYSTEM RPRS	$695.15
		02/13/2026	30200	172222223	SYSTEM MAINT FS1-3	$14,598.24
		02/13/2026	30200	172222223	SYSTEM MANT FS1-3	$50,947.08
		02/13/2026	30200	490515151	FS1 SYSTEM REPAIRS	$2,463.22
		AIR EXCHANGE INC			**Total Check Amount:**	**$68,703.69**
200130	AMOAID ROOFING	02/13/2026	33977	840000000	TRUST ACCT REFUND	$182.50
		AMOAID ROOFING			**Total Check Amount:**	**$182.50**
200131	ANAHEIM FULLERTON TOWING CO.	02/13/2026	1691	480515161	VEHICLE TOW #23014	$550.00
		ANAHEIM FULLERTON TOWING CO.			**Total Check Amount:**	**$550.00**
200132	ARDURRA GROUP, INC.	02/13/2026	29147	510707609	PROF ENGG SVCS DEC25	$876.00
		02/13/2026	29147	510707631	PROF ENGG SVCS DEC25	$2,243.50
		ARDURRA GROUP, INC.			**Total Check Amount:**	**$3,119.50**
200133	AT&T CALNET	02/13/2026	20391	420515131	CALNET JANUARY 2026	$289.34
		02/13/2026	20391	475141471	CALNET JANUARY 2026	$6,657.53
		02/13/2026	20391	360515145	CALNET JANUARY 2026	$62.38
		02/13/2026	20391	360515147	CALNET JANUARY 2026	$33.20
		AT&T CALNET			**Total Check Amount:**	**$7,042.45**
200134	BADGER METER, INC	02/13/2026	33256	420515131	METERS	$20,314.10
		BADGER METER, INC			**Total Check Amount:**	**$20,314.10**
200135	LAARNIE BARCELON	02/13/2026	32175	110404542	25/26 SR PMT	$1,000.00
		LAARNIE BARCELON			**Total Check Amount:**	**$1,000.00**
200136	AUSTIN BAUMAN	02/13/2026	33333	110404542	1HR GENRL PHOTOGRAPHY	$100.00
		AUSTIN BAUMAN			**Total Check Amount:**	**$100.00**
200137	BREA EXPRESS CAR WASH	02/13/2026	32008	480515161	CARWASH DECEMBER 25	$516.00
		BREA EXPRESS CAR WASH			**Total Check Amount:**	**$516.00**
200138	BUDILO CONSTRUCTION INC	02/13/2026	33593	420515131	CLA VALVE MAINT	$4,563.03
		BUDILO CONSTRUCTION INC			**Total Check Amount:**	**$4,563.03**
200139	BUSINESS CARD	02/13/2026	18749	110404428	BSCARD 012326 CS	$19,845.00
		02/13/2026	18749	110404311	BSCARD 012326 CS II	$77.25
		02/13/2026	18749	110404425	BSCARD 012326 CS	$129.55
		02/13/2026	18749	110141481	BSCARD 012326 HR	$260.81
		02/13/2026	18749	420515131	BSCARD 012326 WATER	$32.13
		02/13/2026	18749	950000000	ILJAOC BSCARD 0123 JM	$16.99
		02/13/2026	18749	950000000	ILJAOC BSCARD 0123 MJ	$12.99
		BUSINESS CARD			**Total Check Amount:**	**$20,374.72**

City Disbursement Register

Between Feb 9, 2026 12:00 AM and Feb 13, 2026 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
200140	CALTEX BACKFLOW	02/13/2026	33901	490515151	BLDG BACKFLOW REPAIR	$280.00
		02/13/2026	33901	490515151	BUILDNGS BF TESTNG	$2,470.00
		02/13/2026	33901	110515141	PARKS BF TESTNG	$1,650.00
		02/13/2026	33901	110515143	LANDSCAPE BF TESTNG	$4,620.00
		02/13/2026	33901	110515144	BACKFLOW REPAIR SP	$747.88
		02/13/2026	33901	110515148	TRAILS BF TESTING	$385.00
				CALTEX BACKFLOW	**Total Check Amount:**	**$10,152.88**
200141	CINTAS	02/13/2026	24347	110404542	FIRSTAID RESTOCK THTR	$203.29
				CINTAS	**Total Check Amount:**	**$203.29**
200142	ALEX M. CONWAY	02/13/2026	32782	110404542	SR26 SET PAINTING	$1,500.00
				ALEX M. CONWAY	**Total Check Amount:**	**$1,500.00**
200143	COUNTY OF ORANGE HEALTH CARE AGENCY	02/13/2026	19197	420515131	WATER INSP	$411.00
				COUNTY OF ORANGE HEALTH CARE AGENCY	**Total Check Amount:**	**$411.00**
200144	ASHLEY CRUZ	02/13/2026	32429	110000000	STARTUP:SPRNGBTQ 2026	$2,000.00
				ASHLEY CRUZ	**Total Check Amount:**	**$2,000.00**
200145	CSUF AUXILIARY SERVICES CORP	02/13/2026	23887	902009100	YR6 PROJ EVAL OCT25	$1,064.79
		02/13/2026	23887	902009100	YR6 PROJ EVAL DEC25	$2,774.81
				CSUF AUXILIARY SERVICES CORP	**Total Check Amount:**	**$3,839.60**
200146	CSUF-CAL STATE UNIVERSITY FULLERTON	02/13/2026	22792	110141481	LIVESCAN NOVEMBR 2025	$54.00
		02/13/2026	22792	110141481	LIVESCAN OCTOBER 2025	$135.00
				CSUF-CAL STATE UNIVERSITY FULLERTON	**Total Check Amount:**	**$189.00**
200147	CT&T CONCRETE PAVING, INC.	02/13/2026	28593	110515121	CONCRETE WORK JAN26	$17,964.50
				CT&T CONCRETE PAVING, INC.	**Total Check Amount:**	**$17,964.50**
200148	STACEY ALEJANDRA DE LUNA	02/13/2026	32155	110404542	25/26 SR PMT	$1,000.00
				STACEY ALEJANDRA DE LUNA	**Total Check Amount:**	**$1,000.00**
200149	JACLYN DIBENEDETTO	02/13/2026	32149	110404542	SMTHNG RTTN-PROP DSGN	$500.00
				JACLYN DIBENEDETTO	**Total Check Amount:**	**$500.00**
200150	DAN DE CRISTOFARO	02/13/2026	8022	110404217	6TH GRD DANCE 1/24/26	$475.00
				DAN DE CRISTOFARO	**Total Check Amount:**	**$475.00**
200151	SOUTHERN CALIFORNIA EDISON	02/13/2026	3343	110515143	ELECTRICITY JAN 2026	$15.19
		02/13/2026	3343	341515112	ELECTRICITY JAN 2026	$111.89
		02/13/2026	3343	345515112	ELECTRICITY JAN 2026	$60.43
		02/13/2026	3343	343515112	ELECTRICITY JAN 2026	$287.94
		02/13/2026	3343	346515112	ELECTRICITY JAN 2026	$135.27
		02/13/2026	3343	420515131	ELECTRICITY JAN 2026	$50,143.31
		02/13/2026	3343	430515123	ELECTRICITY JAN 2026	$23.55
		02/13/2026	3343	490515151	ELECTRICITY JAN 2026	$7,164.01

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200151	SOUTHERN CALIFORNIA EDISON	02/13/2026	3343	110515121	ELECTRICITY JAN 2026	$25,535.50
		02/13/2026	3343	110515141	ELECTRICITY JAN 2026	$1,027.33
				SOUTHERN CALIFORNIA EDISON	**Total Check Amount:**	**$84,504.42**
200152	EMPLOYMENT DEVELOPMENT DEPT	02/13/2026	21188	470141483	94400736 UI OCT-DEC25	$23,543.00
				EMPLOYMENT DEVELOPMENT DEPT	**Total Check Amount:**	**$23,543.00**
200153	EMPLOYMENT DEVELOPMENT DEPT	02/13/2026	7464	110	616106806 020626 PR	$100.00
				EMPLOYMENT DEVELOPMENT DEPT	**Total Check Amount:**	**$100.00**
200154	JOLENE ANN FENIZA	02/13/2026	33935	110404542	25/26 SR PMT	$250.00
				JOLENE ANN FENIZA	**Total Check Amount:**	**$250.00**
200155	JONATHAN GAW	02/13/2026	25176	110404542	SMTNG RTTN-PROJ LEAD	$2,000.00
		02/13/2026	25176	110404542	SMTNG RTTN-SCENC DSGN	$2,000.00
				JONATHAN GAW	**Total Check Amount:**	**$4,000.00**
200156	MACKENZIE GREINER	02/13/2026	32145	110404542	25/26 SR PMT	$1,000.00
				MACKENZIE GREINER	**Total Check Amount:**	**$1,000.00**
200157	HYDROPRO SOLUTIONS	02/13/2026	31845	420515131	METERS	$13,263.96
				HYDROPRO SOLUTIONS	**Total Check Amount:**	**$13,263.96**
200158	JART DIRECT MAIL SERVICES	02/13/2026	8634	110141441	'25 BREALINE-FIX INFO	$364.28
				JART DIRECT MAIL SERVICES	**Total Check Amount:**	**$364.28**
200159	LAUREN YOUNG KYUNG KIM	02/13/2026	33596	110404215	ZUMBA	$30.00
				LAUREN YOUNG KYUNG KIM	**Total Check Amount:**	**$30.00**
200160	RICHARD LAWHORN	02/13/2026	32781	110404542	SMTHNG RTTN-SCNC BLDR	$1,000.00
				RICHARD LAWHORN	**Total Check Amount:**	**$1,000.00**
200161	LINSCOTT, LAW & GREENSPAN ENGINEERS	02/13/2026	29408	510707716	TFC ENGG SVCS NOV25	$8,096.00
		02/13/2026	29408	510707719	TFC ENGG SVCS DEC25	$1,110.00
				LINSCOTT, LAW & GREENSPAN ENGINEERS	**Total Check Amount:**	**$9,206.00**
200162	LKMB, LLC	02/13/2026	32932	110404542	ROTTEN STAGE MGMT	$1,500.00
				LKMB, LLC	**Total Check Amount:**	**$1,500.00**
200163	LUNA ROOF REPAIR	02/13/2026	33978	840000000	TRUST ACCT REFUND	$280.00
				LUNA ROOF REPAIR	**Total Check Amount:**	**$280.00**
200164	M&J ROOFING	02/13/2026	33979	840000000	BLD-2024-00625 REFUND	$237.50
				M&J ROOFING	**Total Check Amount:**	**$237.50**
200165	MIA MASTON	02/13/2026	33980	110404542	25/26 SR PMT	$250.00
				MIA MASTON	**Total Check Amount:**	**$250.00**
200166	JEFF MEMPIN	02/13/2026	20561	110404542	25/26 SR PMT	$250.00
				JEFF MEMPIN	**Total Check Amount:**	**$250.00**
200167	METROPOLITAN WATER DISTRICT	02/13/2026	19331	840000000	ENG-2023-00217 REFUND	$882.00
				METROPOLITAN WATER DISTRICT	**Total Check Amount:**	**$882.00**

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200168	MUSIC THEATRE INTERNATIONAL	02/13/2026	1321	110404542	ROYALTIES: SHREK JR.	$8,130.80
			MUSIC THEATRE INTERNATIONAL		**Total Check Amount:**	**$8,130.80**
200169	NATIONAL TESTING NETWORK, INC	02/13/2026	25909	110141481	26/27 MEMB RENEWAL PD	$750.00
			NATIONAL TESTING NETWORK, INC		**Total Check Amount:**	**$750.00**
200170	NATIONWIDE	02/13/2026	20975	110	4436 PET INS JAN 2026	$1,324.04
			NATIONWIDE		**Total Check Amount:**	**$1,324.04**
200171	OC WRAPS, INC.	02/13/2026	32433	110404541	WINDOW GRAPHIC	$581.00
			OC WRAPS, INC.		**Total Check Amount:**	**$581.00**
200172	ORIGINAL EQUIPMENT AUTO SUPPLY	02/13/2026	32413	480515161	ALTERNATOR	$434.06
		02/13/2026	32413	480515161	CREDIT	($75.00)
			ORIGINAL EQUIPMENT AUTO SUPPLY		**Total Check Amount:**	**$359.06**
200173	PUENTE HILLS FORD	02/13/2026	25742	480515161	COOLENT REPAIR	$113.44
			PUENTE HILLS FORD		**Total Check Amount:**	**$113.44**
200174	MATTHEW RUSSELL	02/13/2026	29407	110404145	KARATE	$80.00
			MATTHEW RUSSELL		**Total Check Amount:**	**$80.00**
200175	LAUREN SHOEMAKER	02/13/2026	32154	110404542	25/26 SR PMT	$1,500.00
			LAUREN SHOEMAKER		**Total Check Amount:**	**$1,500.00**
200176	ELLEN SURREY	02/13/2026	32048	110404541	ARTGALLERY CONS SALES	$35.00
			ELLEN SURREY		**Total Check Amount:**	**$35.00**
200177	T-MOBILE	02/13/2026	25275	234212143	PHONE SVCS 12/21-1/20	$857.80
			T-MOBILE		**Total Check Amount:**	**$857.80**
200178	TURNOUT MAINTENANCE COMPANY, LLC	02/13/2026	19898	110222211	TURNOUT MAINTENANCE	($337.14)
		02/13/2026	19898	110222221	TURNOUT MAINTENANCE	$453.47
			TURNOUT MAINTENANCE COMPANY, LLC		**Total Check Amount:**	**$116.33**
200179	U.S. POSTAL SERVICE	02/13/2026	13260	110404421	2026 BTQ POSTCARDS	$1,476.00
			U.S. POSTAL SERVICE		**Total Check Amount:**	**$1,476.00**
200180	ULINE	02/13/2026	23610	110212131	SUPPLIES	$888.44
			ULINE		**Total Check Amount:**	**$888.44**
200181	UNIFIRST CORPORATION	02/13/2026	27988	110212131	PD LNDRY SVCS 1/12/26	$60.14
		02/13/2026	27988	110212131	PD LNDRY SVCS 1/19/26	$60.14
			UNIFIRST CORPORATION		**Total Check Amount:**	**$120.28**
200183	VERIZON WIRELESS	02/13/2026	21122	110141481	6134155480 1223-122AS	$155.32
		02/13/2026	21122	110222223	6134155488 1223-122FR	$1,863.72
		02/13/2026	21122	110404311	6134155480 1223-122AS	$38.83
		02/13/2026	21122	110515125	6134155485 1223-122PW	$11.71
		02/13/2026	21122	110515171	6134155483 1223-122CD	$38.83
		02/13/2026	21122	174222225	6134155480 1223-122AS	$266.61
		02/13/2026	21122	410515124	6134155485 1223-122PW	$158.86

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200183	VERIZON WIRELESS	02/13/2026	21122	420515131	6134155485 1223-122PW	$848.84
		02/13/2026	21122	440515122	6134155485 1223-122PW	$77.66
		02/13/2026	21122	960000000	6134155480 1223-122AS	$38.83
		02/13/2026	21122	110111151	6134155482 1223-122CM	$116.49
		02/13/2026	21122	110141411	6134155480 1223-122AS	$20.02
		02/13/2026	21122	110515141	6134155485 1223-122PW	$58.85
		02/13/2026	21122	420515131	6134155484 1223-122IT	$40.01
		02/13/2026	21122	460141474	6134155484 1223-122IT	$38.83
		02/13/2026	21122	110111143	6134155482 1223-122CM	$77.66
		02/13/2026	21122	110141431	6134155480 1223-122AS	$40.04
		02/13/2026	21122	110212121	6134155487 1223-122PD	$6,363.50
		02/13/2026	21122	110323212	6134155483 1223-122CD	$77.66
		02/13/2026	21122	110323231	6134155484 1223-122IT	$199.39
		02/13/2026	21122	110404311	6134155486 1223-122CS	$1,088.42
		02/13/2026	21122	110404525	6134155480 1223-122AS	$38.83
		02/13/2026	21122	110515171	6134155485 1223-122PW	$116.49
		02/13/2026	21122	174222222	6134155488 1223-122FR	$748.58
		02/13/2026	21122	234212143	6134155484 1223-122IT	$90.04
		02/13/2026	21122	430515123	6134155485 1223-122PW	$612.26
		02/13/2026	21122	110111161	6134155482 1223-122CM	$38.83
		02/13/2026	21122	110141424	6134155480 1223-122AS	$38.83
		02/13/2026	21122	110141441	6134155480 1223-122AS	$38.83
		02/13/2026	21122	110212121	6134155480 1223-122AS	$30.02
		02/13/2026	21122	110323241	6134155483 1223-122CD	$77.66
		02/13/2026	21122	110323243	6134155483 1223-122CD	$38.83
		02/13/2026	21122	420141421	6134155480 1223-122AS	$120.03
		02/13/2026	21122	475141471	6134155484 1223-122IT	$172.88
				VERIZON WIRELESS	**Total Check Amount:**	**$13,782.19**
200184	VERIZON WIRELESS	02/13/2026	21122	234212143	6134155481 12/23-1/22	$916.72
				VERIZON WIRELESS	**Total Check Amount:**	**$916.72**
200185	HAILEY VILLA	02/13/2026	33749	110404215	BODY PUMP	$165.00
				HAILEY VILLA	**Total Check Amount:**	**$165.00**
200186	WAYNE ELECTRIC CO.	02/13/2026	15062	480515161	ALTERNATOR	$867.43
				WAYNE ELECTRIC CO.	**Total Check Amount:**	**$867.43**
200187	WEATHERGUARD COMPANY INC	02/13/2026	33981	840000000	TRUST ACCT REFUND	$117.50
				WEATHERGUARD COMPANY INC	**Total Check Amount:**	**$117.50**
200188	ALEXANDRA WESEVICH	02/13/2026	32152	110404542	25/26 SR PMT	$500.00
				ALEXANDRA WESEVICH	**Total Check Amount:**	**$500.00**

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200189	WIPER CENTRAL USA, INC.	02/13/2026	18126	480515161	TOWELS	$306.02
			WIPER CENTRAL USA, INC.		**Total Check Amount:**	**$306.02**
200190	XEROX CORPORATION	02/13/2026	3349	110141441	B91 FIERY JAN26	$203.73
		02/13/2026	3349	110141441	PRIMELINK 12/30-1/22	$1,318.86
		02/13/2026	3349	110141441	PRINT CHGS 12/30-1/22	$22.68
		02/13/2026	3349	110141441	UDIRECTS MNT JAN25	$169.94
		02/13/2026	3349	110141441	VR280 PRESS JAN26	$840.80
		02/13/2026	3349	110141441	VR280STND JAN 2025	$478.41
		02/13/2026	3349	110141441	PRINT CHGS 1/5-1/22	$862.01
			XEROX CORPORATION		**Total Check Amount:**	**$3,896.43**
					Check Subtotal	**$342,697.90**
V61768	ADMINISTRATIVE & PROF	02/13/2026	3344	110	4010 APEA MEMB 020626	$516.00
			ADMINISTRATIVE & PROF		**Total Check Amount:**	**$516.00**
V61769	THE ADVANTAGE GROUP	02/13/2026	24539	110	808B FSADEPCAR 020626	$2,510.42
		02/13/2026	24539	110	808C FSA URMED 020626	$6,024.11
			THE ADVANTAGE GROUP		**Total Check Amount:**	**$8,534.53**
V61770	ANNA CHAVEZ AGUSTIN	02/13/2026	31862	110404215	ZUMBA	$495.00
			ANNA CHAVEZ AGUSTIN		**Total Check Amount:**	**$495.00**
V61771	LARRY ALANIS	02/13/2026	32661	110404424	UMPIRE FEES 2/2/26	$111.00
			LARRY ALANIS		**Total Check Amount:**	**$111.00**
V61772	ANAHI LIZBETH KAWILI	02/13/2026	31484	110212111	ICAC 101	$23.00
			ANAHI LIZBETH KAWILI		**Total Check Amount:**	**$23.00**
V61773	JUDY ALLEN	02/13/2026	20447	110404215	BODYPUMP/MAT PILATES	$561.00
		02/13/2026	20447	110404215	PERSONAL TRAINER	$576.60
			JUDY ALLEN		**Total Check Amount:**	**$1,137.60**
V61774	ALLSTAR FIRE EQUIPMENT	02/13/2026	8353	172222221	FLASH HOODS [40]	$5,128.90
			ALLSTAR FIRE EQUIPMENT		**Total Check Amount:**	**$5,128.90**
V61775	ALTA LANGUAGE SERVICES, INC	02/13/2026	25953	110141481	BILNGL TEST 1/12/26	$58.00
			ALTA LANGUAGE SERVICES, INC		**Total Check Amount:**	**$58.00**
V61776	AM-TEC TOTAL SECURITY INC	02/13/2026	30658	181404250	CAMERA REPAIR	$3,520.64
			AM-TEC TOTAL SECURITY INC		**Total Check Amount:**	**$3,520.64**
V61777	ROBYN BAKER	02/13/2026	32891	110404215	CYCLE	$132.00
		02/13/2026	32891	110404215	PERSONAL TRAINER	$1,675.20
			ROBYN BAKER		**Total Check Amount:**	**$1,807.20**
V61778	BEST LAWN MOWER SERVICE	02/13/2026	16230	480515161	STIHL TRIMMER	$756.89
			BEST LAWN MOWER SERVICE		**Total Check Amount:**	**$756.89**
V61779	BPSEA MEMORIAL FOUNDATION	02/13/2026	14990	110	4050 MEMORIAL 020626	$95.50
			BPSEA MEMORIAL FOUNDATION		**Total Check Amount:**	**$95.50**

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V61780	BREA CITY EMPLOYEES ASSOCIATION	02/13/2026	3236	110	4005 BCEA MEMB 020626	$840.00
		BREA CITY EMPLOYEES ASSOCIATION			**Total Check Amount:**	**$840.00**
V61781	BREA FIREFIGHTERS ASSOCIATION	02/13/2026	3237	110	4016 ASSOCMEMB 020626	$3,734.25
		BREA FIREFIGHTERS ASSOCIATION			**Total Check Amount:**	**$3,734.25**
V61782	BREA POLICE ASSOCIATION	02/13/2026	3769	110	4031 BPA MEMB 020626	$3.50
		02/13/2026	3769	110	4030 BPA REG 020626	$4,375.00
		BREA POLICE ASSOCIATION			**Total Check Amount:**	**$4,378.50**
V61783	BREA POLICE ATHLETIC LEAGUE	02/13/2026	1068	110	5010 B.P.A.L. 020626	$122.50
		BREA POLICE ATHLETIC LEAGUE			**Total Check Amount:**	**$122.50**
V61784	BREA POLICE MANAGEMENT ASSOCIATION	02/13/2026	21189	110	4019 LDF MEMB 020626	$66.50
		02/13/2026	21189	110	4020 PMA MEMB 020626	$208.00
		BREA POLICE MANAGEMENT ASSOCIATION			**Total Check Amount:**	**$274.50**
V61785	KATHY A BREAUX	02/13/2026	5320	110404145	MASTERPIECES	$175.00
		KATHY A BREAUX			**Total Check Amount:**	**$175.00**
V61786	MARIA ELENA CABRERA	02/13/2026	32813	110404215	ZUMBA	$132.00
		MARIA ELENA CABRERA			**Total Check Amount:**	**$132.00**
V61787	CALIFORNIA DOMESTIC WATER CO	02/13/2026	3388	420515131	WTR CONSUMPTION JAN26	$232,027.85
		CALIFORNIA DOMESTIC WATER CO			**Total Check Amount:**	**$232,027.85**
V61788	CALIFORNIA FORENSIC PHLEBOTOMY INC.	02/13/2026	4488	110212131	PHLEB SVCS JAN 2026	$2,011.66
		CALIFORNIA FORENSIC PHLEBOTOMY INC.			**Total Check Amount:**	**$2,011.66**
V61789	COLONIAL LIFE PROCESSING CENTER	02/13/2026	26071	110	ACCIDENT INS JAN26	$4,219.92
		02/13/2026	26071	110	HOSPITAL INS JAN26	$610.62
		02/13/2026	26071	110	S/T DISAB INS JAN26	$9,204.48
		02/13/2026	26071	110	CANCER INS JAN26	$2,976.96
		02/13/2026	26071	110	CRIT ILLNSS INS JAN26	$1,227.96
		COLONIAL LIFE PROCESSING CENTER			**Total Check Amount:**	**$18,239.94**
V61790	DIEGO MIGUEL CORONEL	02/13/2026	33653	110404215	PERSONAL TRAINER	$141.60
		02/13/2026	33653	110404215	TRX/CIRCUT TRAINING	$132.00
		DIEGO MIGUEL CORONEL			**Total Check Amount:**	**$273.60**
V61791	DANIELS TIRE SERVICE	02/13/2026	3133	480515161	TIRES	$643.16
		DANIELS TIRE SERVICE			**Total Check Amount:**	**$643.16**
V61792	DENALYN DAVID	02/13/2026	31642	110404215	YOGA	$396.00
		DENALYN DAVID			**Total Check Amount:**	**$396.00**
V61793	ROBERTA ANN DIRKS	02/13/2026	32861	110212111	REIMB-PHOTOGRAPHY PMT	$605.00
		ROBERTA ANN DIRKS			**Total Check Amount:**	**$605.00**
V61794	MYRA DUVALL	02/13/2026	18083	110404215	YOGA	$297.00
		MYRA DUVALL			**Total Check Amount:**	**$297.00**

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V61795	E.J. WARD INC	02/13/2026	11309	480515161	FUEL HOSTING JAN26	$1,199.00
			E.J. WARD INC		**Total Check Amount:**	**$1,199.00**
V61796	EQUIPMENT DIRECT INC	02/13/2026	4522	480515161	GLOVES	$161.63
			EQUIPMENT DIRECT INC		**Total Check Amount:**	**$161.63**
V61797	ALYSSA RAE FELIPE	02/13/2026	32809	110404215	TRX	$132.00
		02/13/2026	32809	110404215	PERSONAL TRAINER	$1,108.20
			ALYSSA RAE FELIPE		**Total Check Amount:**	**$1,240.20**
V61798	FIDELITY SECURITY LIFE INSURANCE	02/13/2026	23035	110	9827288 VISION FEB26	$3,004.54
			FIDELITY SECURITY LIFE INSURANCE		**Total Check Amount:**	**$3,004.54**
V61799	FLAGSHIP DESIGN GROUP, INC.	02/13/2026	32818	110404425	STAFF SWEATSHIRTS	$100.00
		02/13/2026	32818	110404429	STAFF SWEATSHIRTS	$400.00
		02/13/2026	32818	110404211	STAFF SWEATSHIRTS	$1,602.83
		02/13/2026	32818	110404424	STAFF SWEATSHIRTS	$300.00
			FLAGSHIP DESIGN GROUP, INC.		**Total Check Amount:**	**$2,402.83**
V61800	FUSCOE ENGINEERING, INC.	02/13/2026	18052	110515171	PROF SVCS DEC25	$105.50
		02/13/2026	18052	840141412	PLAN CHECK SVCS DEC25	$4,930.00
			FUSCOE ENGINEERING, INC.		**Total Check Amount:**	**$5,035.50**
V61801	MELISSA GIFFORD	02/13/2026	10645	110404215	TRX	$198.00
			MELISSA GIFFORD		**Total Check Amount:**	**$198.00**
V61802	MARY M. GRAHAM	02/13/2026	31478	110404215	YOGA/SOUND BATH	$195.00
			MARY M. GRAHAM		**Total Check Amount:**	**$195.00**
V61803	GRAINGER	02/13/2026	13634	480515161	BRASS FITTINGS	$127.91
			GRAINGER		**Total Check Amount:**	**$127.91**
V61804	GABRIEL HANNAH	02/13/2026	17533	110404424	UMPIRE FEES 2/2/26	$148.00
			GABRIEL HANNAH		**Total Check Amount:**	**$148.00**
V61805	HARMONY PROJECT	02/13/2026	32591	902009100	PROGRAM EXP SEP-DEC25	$5,000.00
			HARMONY PROJECT		**Total Check Amount:**	**$5,000.00**
V61806	IMPERIAL SPRINKLER SUPPLY	02/13/2026	32183	110515141	IRRIGATION SUPPLIES	$500.13
			IMPERIAL SPRINKLER SUPPLY		**Total Check Amount:**	**$500.13**
V61807	INLAND ROUNDBALL OFFICIALS INC.	02/13/2026	31906	110404424	REFEREE FEES 1/29-2/3	$1,270.00
			INLAND ROUNDBALL OFFICIALS INC.		**Total Check Amount:**	**$1,270.00**
V61808	INTERWEST CONSULTING GROUP, INC.	02/13/2026	28473	84051517I	INSP SVCS OCT 2025	$14,784.00
		02/13/2026	28473	110000000	INSP SVCS NOV 2025	($77.00)
		02/13/2026	28473	84051517I	INSP SVCS NOV 2025	$3,192.00
		02/13/2026	28473	110000000	INSP SVCS DEC 2025	($273.00)
		02/13/2026	28473	110000000	INSP SVCS OCT 2025	($264.00)
		02/13/2026	28473	110515171	INSP SVCS DEC 2025	$1,650.00
		02/13/2026	28473	84051517I	INSP SVCS DEC 2025	$15,288.00

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V61808	INTERWEST CONSULTING GROUP, INC.	02/13/2026	28473	110515171	INSP SVCS NOV 2025	$155.00
		02/13/2026	28473	510707631	PM/CIPMGMT SVCS DEC25	$1,700.00
				INTERWEST CONSULTING GROUP, INC.	**Total Check Amount:**	**$36,155.00**
V61809	AMELIA SABRINA JACINTO	02/13/2026	33761	110404521	MILEAGE DEC 2025	$33.60
				AMELIA SABRINA JACINTO	**Total Check Amount:**	**$33.60**
V61810	SARA JACKSON	02/13/2026	31840	110404215	BODY PUMP	$561.00
				SARA JACKSON	**Total Check Amount:**	**$561.00**
V61811	JACKSON'S AUTO SUPPLY/NAPA	02/13/2026	32626	480515161	AUTO SUPPLES JAN26	$3,388.08
				JACKSON'S AUTO SUPPLY/NAPA	**Total Check Amount:**	**$3,388.08**
V61812	PAMELA JOHNSTON	02/13/2026	28025	110404215	HIIT DNCE/SILVERSNKRS	$759.00
				PAMELA JOHNSTON	**Total Check Amount:**	**$759.00**
V61813	KRISTI L KANEL	02/13/2026	22868	110404215	SILVER SNEAKERS/ZUMBA	$396.00
				KRISTI L KANEL	**Total Check Amount:**	**$396.00**
V61814	KELLY SPICERS STORES	02/13/2026	31267	110141441	PAPER	$306.75
				KELLY SPICERS STORES	**Total Check Amount:**	**$306.75**
V61815	L.N. CURTIS & SONS	02/13/2026	1053	110222221	UNIFORMS	$1,905.75
		02/13/2026	1053	110222221	FIRE SHELTER REPLCMNT	$2,827.36
		02/13/2026	1053	172222221	UNIFORMS	$5,189.93
				L.N. CURTIS & SONS	**Total Check Amount:**	**$9,923.04**
V61816	DOLLY LAI	02/13/2026	18084	110404215	YOGA	$33.00
				DOLLY LAI	**Total Check Amount:**	**$33.00**
V61817	LANCE, SOLL & LUNGHARD LLP	02/13/2026	8267	420141431	FY 24/25 AUDIT SVCS	$1,467.00
		02/13/2026	8267	950000000	FY 24/25 AUDIT SVCS	$1,488.00
		02/13/2026	8267	110141431	FY 24/25 AUDIT SVCS	$2,934.00
		02/13/2026	8267	430141431	FY 24/25 AUDIT SVCS	$489.00
				LANCE, SOLL & LUNGHARD LLP	**Total Check Amount:**	**$6,378.00**
V61818	LEHR	02/13/2026	26035	480515161	POLICE BUILD PARTS	$6,330.00
				LEHR	**Total Check Amount:**	**$6,330.00**
V61819	BERRY LIANG	02/13/2026	25640	110404215	CYCLE	$132.00
		02/13/2026	25640	110404215	PERSONAL TRAINER	$186.60
				BERRY LIANG	**Total Check Amount:**	**$318.60**
V61820	TANYA LOSCUTOFF	02/13/2026	22092	110404215	PERSONAL TRAINER	$1,180.20
		02/13/2026	22092	110404215	SUPER SCULPT	$132.00
				TANYA LOSCUTOFF	**Total Check Amount:**	**$1,312.20**
V61821	ANDREA MCGRANAHAN	02/13/2026	26046	110404215	BRR/CYC/LWIMP/S&S/TRX	$1,320.00
				ANDREA MCGRANAHAN	**Total Check Amount:**	**$1,320.00**
V61822	MINNESOTA LIFE INSURANCE COMPANY	02/13/2026	30640	110	34730 LIFE INS FEB26	$7,247.10
				MINNESOTA LIFE INSURANCE COMPANY	**Total Check Amount:**	**$7,247.10**

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V61823	WILLIAM MONTALVO	02/13/2026	12387	110212111	ICAC 101	$23.00
			WILLIAM MONTALVO		**Total Check Amount:**	**$23.00**
V61824	JENNIFER MONZON-SCROFINI	02/13/2026	20158	110404215	FUNC STRENGHT/HIIT/KB	$231.00
			JENNIFER MONZON-SCROFINI		**Total Check Amount:**	**$231.00**
V61825	NATASHA MOORE	02/13/2026	10711	110404215	BODY PUMP	$264.00
			NATASHA MOORE		**Total Check Amount:**	**$264.00**
V61826	MUNICIPAL DENTAL POOL	02/13/2026	30638	110	DELTA DENTAL FEB 2026	$18,077.13
			MUNICIPAL DENTAL POOL		**Total Check Amount:**	**$18,077.13**
V61827	NIEVES LANDSCAPE, INC.	02/13/2026	31375	110515141	PARKS MOWING DEC25	$11,283.20
		02/13/2026	31375	110515143	MED/GREENBELTS DEC25	$13,882.04
		02/13/2026	31375	341515112	MD#1 LANDSCAPE DEC25	$1,570.36
		02/13/2026	31375	346515112	MD#6 LANDSCAPE DEC25	$6,680.28
		02/13/2026	31375	346515112	MD#6 LANDSCAPE JAN26	$6,680.28
		02/13/2026	31375	341515112	MD#1 LANDSCAPE JAN26	$1,570.36
		02/13/2026	31375	347515112	MD#7 LANDSCAPE DEC25	$1,063.17
		02/13/2026	31375	347515112	MD#7 LANDSCAPE JAN26	$1,063.17
		02/13/2026	31375	360515145	WC PARK LNDSCPE DEC25	$2,766.69
		02/13/2026	31375	110515141	PARKS MOWING JAN26	$11,283.20
		02/13/2026	31375	110515143	MED/GREENBELTS JAN26	$13,882.04
		02/13/2026	31375	343515112	MD#3 LANDSCAPE JAN26	$2,661.81
		02/13/2026	31375	360515145	WC PARK LNDSCPE JAN26	$2,766.69
		02/13/2026	31375	343515112	MD#3 LANDSCAPE DEC25	$2,661.81
			NIEVES LANDSCAPE, INC.		**Total Check Amount:**	**$79,815.10**
V61828	ORANGE COUNTY BAR FOUNDATION	02/13/2026	32614	902009100	PYOC JUN-DEC 2025	$1,200.00
			ORANGE COUNTY BAR FOUNDATION		**Total Check Amount:**	**$1,200.00**
V61829	ORANGE COUNTY SANITATION DIST.	02/13/2026	14689	110	RES SEWER FESS DEC25	$884.79
		02/13/2026	14689	110000000	RES SF 5% COLL DEC25	($44.24)
		02/13/2026	14689	110000000	CM SF 5% COLL DEC25	($6,430.15)
		02/13/2026	14689	110	COMM SEWER FEES DEC25	$128,603.00
			ORANGE COUNTY SANITATION DIST.		**Total Check Amount:**	**$123,013.40**
V61830	IRACEMA PERDOMO	02/13/2026	14135	110404215	CYCLE	$132.00
			IRACEMA PERDOMO		**Total Check Amount:**	**$132.00**
V61831	PETROLEUM MARKETING EQUIPMENT	02/13/2026	9282	480515161	FUEL CONNECTORS	$181.40
			PETROLEUM MARKETING EQUIPMENT		**Total Check Amount:**	**$181.40**
V61832	PHISHINGBOX, LLC	02/13/2026	30676	475141471	25/26 LICENSE RENEWAL	$4,959.00
			PHISHINGBOX, LLC		**Total Check Amount:**	**$4,959.00**
V61833	PRINT & FINISHING SOLUTIONS	02/13/2026	21135	110404211	LAMINATE ROLLS	$188.97

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V61833	PRINT & FINISHING SOLUTIONS	02/13/2026	21135	110404425	LAMINATE ROLLS	$500.00
			PRINT & FINISHING SOLUTIONS		**Total Check Amount:**	**$688.97**
V61834	HOLLI RABISHAW	02/13/2026	33797	110404215	YOGA	$60.00
			HOLLI RABISHAW		**Total Check Amount:**	**$60.00**
V61835	RICHARDS, WATSON & GERSHON	02/13/2026	8978	110111112	GEN LGL SVCS OCT25	$4,396.00
		02/13/2026	8978	110212111	GEN LGL SVCS OCT25	$473.60
		02/13/2026	8978	510707978	GEN LGL SVCS OCT25	$2,076.00
		02/13/2026	8978	110222211	GEN LGL SVCS OCT25	$4,807.00
		02/13/2026	8978	110404311	GEN LGL SVCS OCT25	$814.00
		02/13/2026	8978	280323215	GEN LGL SVCS OCT25	$1,086.00
		02/13/2026	8978	110141411	GEN LGL SVCS OCT25	$921.00
		02/13/2026	8978	110323213	GEN LGL SVCS OCT25	$23.00
		02/13/2026	8978	110515111	GEN LGL SVCS OCT25	$6,432.20
		02/13/2026	8978	110323212	GEN LGL SVCS OCT25	$10,203.00
			RICHARDS, WATSON & GERSHON		**Total Check Amount:**	**$31,231.80**
V61836	ROLLINS, INC DBA ORKIN, LLC.	02/13/2026	30616	110515125	PEST CONTROL JAN 2026	$339.15
		02/13/2026	30616	110515141	PEST CONTROL JAN 2026	$239.40
		02/13/2026	30616	420515131	PEST CONTROL JAN 2026	$179.55
		02/13/2026	30616	490515151	PEST CONTROL JAN 2026	$1,236.90
			ROLLINS, INC DBA ORKIN, LLC.		**Total Check Amount:**	**$1,995.00**
V61837	RPW SERVICES, INC.	02/13/2026	3791	360515147	PEST CONTROL	$195.00
			RPW SERVICES, INC.		**Total Check Amount:**	**$195.00**
V61838	SHARP ELECTRONICS CORPORATION	02/13/2026	33647	110141441	PRINT CHGS OCT-DEC25	$2,284.53
			SHARP ELECTRONICS CORPORATION		**Total Check Amount:**	**$2,284.53**
V61839	ISMAEL O SILVA	02/13/2026	24370	110404215	ZUMBA	$132.00
			ISMAEL O SILVA		**Total Check Amount:**	**$132.00**
V61840	SITEONE LANDSCAPE SUPPLY, LLC	02/13/2026	25942	110515143	IRRIGATION SUPPLIES	$311.90
			SITEONE LANDSCAPE SUPPLY, LLC		**Total Check Amount:**	**$311.90**
V61841	SPECTRUM GAS PRODUCTS, INC.	02/13/2026	16060	110222221	OXYGEN CYL RENTAL	$57.00
		02/13/2026	16060	174222222	OXYGEN	$183.15
		02/13/2026	16060	174222225	OXYGEN	$249.50
			SPECTRUM GAS PRODUCTS, INC.		**Total Check Amount:**	**$489.65**
V61842	STAGELIGHT FAMILY PRODUCTIONS	02/13/2026	7825	110404542	BYT26 ANNIE #3	$18,706.92
			STAGELIGHT FAMILY PRODUCTIONS		**Total Check Amount:**	**$18,706.92**
V61843	STEVE A. FILARSKY, ATTORNEY-AT-LAW	02/13/2026	31186	110141481	PROF LEGAL SVCS JAN26	$5,752.50
			STEVE A. FILARSKY, ATTORNEY-AT-LAW		**Total Check Amount:**	**$5,752.50**
V61844	STOTZ EQUIPMENT	02/13/2026	24388	480515161	DEFLECTOR	$281.60
			STOTZ EQUIPMENT		**Total Check Amount:**	**$281.60**

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V61845	SUPERIOR ALARM SYSTEMS	02/13/2026	11074	475141471	ALARM MONITORING	$540.00
			SUPERIOR ALARM SYSTEMS		**Total Check Amount:**	**$540.00**
V61846	TENNIS ANYONE ACADEMY	02/13/2026	12688	110404145	TENNIS LESSONS	$1,892.60
			TENNIS ANYONE ACADEMY		**Total Check Amount:**	**$1,892.60**
V61847	THOMSON REUTERS - WEST	02/13/2026	22020	110212121	CLR LAW ENF+ENT JAN26	$661.79
			THOMSON REUTERS - WEST		**Total Check Amount:**	**$661.79**
V61848	TIM SHAW & ASSOCIATES	02/13/2026	32567	902009100	PRGRM STAFF OCT/NOV25	$750.00
			TIM SHAW & ASSOCIATES		**Total Check Amount:**	**$750.00**
V61849	TOWNSEND PUBLIC AFFAIRS, INC.	02/13/2026	18881	110111145	CONSULTING SVCS FEB26	$1,750.00
		02/13/2026	18881	420111145	CONSULTING SVCS FEB26	$1,750.00
		02/13/2026	18881	410111145	CONSULTING SVCS FEB26	$1,750.00
		02/13/2026	18881	430111145	CONSULTING SVCS FEB26	$1,750.00
			TOWNSEND PUBLIC AFFAIRS, INC.		**Total Check Amount:**	**$7,000.00**
V61850	TROPICAL PLAZA NURSERY, INC	02/13/2026	2062	345515112	MD5 LANDSCAPE JAN26	$3,026.41
		02/13/2026	2062	110515143	GATEWAY CTR JAN26	$1,596.50
		02/13/2026	2062	345515112	IRRIGATION REPAIR	$390.00
		02/13/2026	2062	420515131	CITY RESERVOIRS JAN26	$1,844.66
			TROPICAL PLAZA NURSERY, INC		**Total Check Amount:**	**$6,857.57**
V61851	TUMBLE-N-KIDS INC.	02/13/2026	32167	110404145	GYMNASTICS	$840.00
			TUMBLE-N-KIDS INC.		**Total Check Amount:**	**$840.00**
V61852	EDEN TURNER	02/13/2026	21951	110404215	BODYPUMP	$99.00
			EDEN TURNER		**Total Check Amount:**	**$99.00**
V61853	NATASHA UMRIGAR-MOLLA	02/13/2026	32097	110404215	YOGA	$132.00
			NATASHA UMRIGAR-MOLLA		**Total Check Amount:**	**$132.00**
V61854	WALTERS WHOLESALE ELECTRIC	02/13/2026	1667	110515121	LIGHT POLE WIRE	$683.65
		02/13/2026	1667	110515141	ELECTRICAL SUPPLIES	$156.32
			WALTERS WHOLESALE ELECTRIC		**Total Check Amount:**	**$839.97**
V61855	WESTERN GOLF PROPERTIES, LLC	02/13/2026	29071	465000000	BREA CREEK S/TX JAN26	$858.36
		02/13/2026	29071	465515149	BIRCH HLLS CGS JAN26	$15,804.86
		02/13/2026	29071	465515149	BIRCH HLLS MGMT JAN26	$160,054.00
		02/13/2026	29071	465515149	BREA CREEK MGMT JAN26	$65,738.00
		02/13/2026	29071	465515149	BREA CREEK CGS JAN26	$6,282.46
		02/13/2026	29071	465000000	BIRCH HLLS S/TX JAN26	$3,163.05
		02/13/2026	29071	465000000	BIRCH HLLS TIPS JAN26	$4,950.99
			WESTERN GOLF PROPERTIES, LLC		**Total Check Amount:**	**$256,851.72**
V61856	WILLDAN ENGINEERING	02/13/2026	12445	510707719	PROF SVCS THRU 1/2	$10,645.50
		02/13/2026	12445	110000000	INSP SVCS THRU 1/2	($1,680.00)
		02/13/2026	12445	840515171	INSP SVCS THRU 1/2	$8,820.00

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V61856	WILLDAN ENGINEERING	02/13/2026	12445	84051517P	PLAN CHECK SVCS OCT25	$6,540.75
		02/13/2026	12445	510707631	PROF SVCS THRU 1/2	$957.75
		02/13/2026	12445	84051517P	PLAN CHECK NOV-JAN26	$8,037.00
		02/13/2026	12445	84051517P	PLAN CHECK SVCS NOV25	$6,797.25
				WILLDAN ENGINEERING	**Total Check Amount:**	**$40,118.25**
V61857	REBECCA YOUNT	02/13/2026	31473	110404215	SILVER SNEAKERS	$296.00
				REBECCA YOUNT	**Total Check Amount:**	**$296.00**
					Voucher Subtotal	**$988,184.13**
					TOTAL	**$1,330,882.03**

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
200191	ANAHEIM FULLERTON TOWING CO.	02/20/2026	1691	480515161	VEHICLE TOW #23014	$675.00
		ANAHEIM FULLERTON TOWING CO.			**Total Check Amount:**	**$675.00**
200192	AT&T	02/20/2026	30084	110212133	6- MONTH MAINTENANCE CONT	$22,936.02
		02/20/2026	30084	110212133	BACKROOM UPS REPLMNT	$15,380.24
		AT&T			**Total Check Amount:**	**$38,316.26**
200193	AT&T CALNET	02/20/2026	20391	110404311	INV ADJ	($1,787.10)
		02/20/2026	20391	475141471	CALNET JANUARY 2026	$3,948.70
		02/20/2026	20391	475141471	INV ADJ	$1,787.10
		AT&T CALNET			**Total Check Amount:**	**$3,948.70**
200194	BADGER METER, INC	02/20/2026	33256	420515131	METERS	$38,850.10
		BADGER METER, INC			**Total Check Amount:**	**$38,850.10**
200195	BLACK & WHITE EMERGENCY VEHICLES	02/20/2026	24788	480515161	VEHICLE STRIP #967	$1,000.00
		02/20/2026	24788	480515161	POLICE BUILD #969	$6,929.56
		02/20/2026	24788	480515161	SPEAKER INSTALLATION	$500.00
		BLACK & WHITE EMERGENCY VEHICLES			**Total Check Amount:**	**$8,429.56**
200196	BREA COMMUNITY EMERGENCY COUNCIL	02/20/2026	33784	110404311	DONATION TO BCEC	$5,385.29
		BREA COMMUNITY EMERGENCY COUNCIL			**Total Check Amount:**	**$5,385.29**
200197	BREA URGENT CARE	02/20/2026	24391	110141481	HR MED SVCS JAN 2026	$232.00
		BREA URGENT CARE			**Total Check Amount:**	**$232.00**
200198	CARNEY MEHR, A LEGAL CORPORATION	02/20/2026	28329	950000000	ILJAOC LGL SVCS JAN26	$2,850.00
		02/20/2026	28329	950000000	ILJAOC LGL SVCS NOV25	$60.00
		CARNEY MEHR, A LEGAL CORPORATION			**Total Check Amount:**	**$2,910.00**
200199	CELLEBRITE INC.	02/20/2026	22268	110212121	TRNG-CMFF+CCO+CCPA	$6,788.25
		CELLEBRITE INC.			**Total Check Amount:**	**$6,788.25**
200200	CHARTER COMMUNICATIONS	02/20/2026	29127	110111153	MGMT CHANNEL FEB26	$1,009.50
		02/20/2026	29127	110212111	CABLE CHGS FEB/MAR26	$349.26
		02/20/2026	29127	110404211	CABLE CHGS FEB/MAR26	$298.86
		02/20/2026	29127	110111151	CABLE CHGS FEB/MAR26	$64.98
		02/20/2026	29127	110111161	CABLE CHGS FEB/MAR26	$42.87
		02/20/2026	29127	110222211	CABLE CHGS FEB/MAR26	$109.23
		02/20/2026	29127	110404311	CABLE CHGS FEB/MAR26	$42.87
		02/20/2026	29127	110404521	CABLE CHGS FEB/MAR26	$45.99
		02/20/2026	29127	110111143	CABLE CHGS FEB/MAR26	$42.87
		02/20/2026	29127	110141481	CABLE CHGS FEB/MAR26	$42.87
		02/20/2026	29127	110323212	CABLE CHGS FEB/MAR26	$87.11
		02/20/2026	29127	420515131	CABLE CHGS FEB/MAR26	$310.62
		02/20/2026	29127	490515151	CABLE CHGS FEB/MAR26	$42.87

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
			CHARTER COMMUNICATIONS		**Total Check Amount:**	**$2,489.90**
200201	CITY OF BREA	02/20/2026	13577	110404422	TEMP METR WTR CNSMPTN	$1,055.28
			CITY OF BREA		**Total Check Amount:**	**$1,055.28**
200202	COUNTY OF ORANGE	02/20/2026	4799	110212122	AFIS FEES JAN 2026	$1,430.00
		02/20/2026	4799	110222223	RADIO PROG BR2 SEPT25	$266.05
			COUNTY OF ORANGE		**Total Check Amount:**	**$1,696.05**
200203	COUNTY OF ORANGE	02/20/2026	4799	110212131	ANIMAL SHLTR 25/26 Q2	$85,536.23
			COUNTY OF ORANGE		**Total Check Amount:**	**$85,536.23**
200204	COUNTY OF ORANGE	02/20/2026	4799	110212122	PRKNG CITATIONS JAN26	$10,698.00
			COUNTY OF ORANGE		**Total Check Amount:**	**$10,698.00**
200205	COUNTY OF ORANGE	02/20/2026	4799	410515132	WTR QUALITY OCT-DEC25	$43,678.16
			COUNTY OF ORANGE		**Total Check Amount:**	**$43,678.16**
200206	CSULB FOUNDATION	02/20/2026	10182	110212111	BACKGRND INVESTIGATNS	$466.00
		02/20/2026	10182	110212111	FLD TRNG OFFICER CRSE	$598.00
			CSULB FOUNDATION		**Total Check Amount:**	**$1,064.00**
200207	SOUTHERN CALIFORNIA EDISON	02/20/2026	3343	110515121	ELECTRICITY JAN/FEB26	$3,085.22
		02/20/2026	3343	110515143	ELECTRICITY JAN/FEB26	$14.82
		02/20/2026	3343	361515148	ELECTRICITY JAN/FEB26	$34.18
		02/20/2026	3343	490515151	ELECTRICITY JAN/FEB26	$34,901.11
			SOUTHERN CALIFORNIA EDISON		**Total Check Amount:**	**$38,035.33**
200208	EMERGENCY AMBULANCE SERVICE	02/20/2026	7757	174222225	BACKUP AMB SVCS JAN26	$6,500.00
			EMERGENCY AMBULANCE SERVICE		**Total Check Amount:**	**$6,500.00**
200209	EMERGENT, LLC	02/20/2026	33340	475141471	RED HAT ENTRPRSE SRVR	$1,398.25
			EMERGENT, LLC		**Total Check Amount:**	**$1,398.25**
200210	G & G TROPHY CO.	02/20/2026	1709	110404424	YOUTH BASKETBLL MEDLS	$557.20
			G & G TROPHY CO.		**Total Check Amount:**	**$557.20**
200211	THE GAS COMPANY	02/20/2026	3749	420515131	GAS JAN/FEB 2026	$14.30
		02/20/2026	3749	490515151	GAS JAN/FEB 2026	$440.32
			THE GAS COMPANY		**Total Check Amount:**	**$454.62**
200212	GENERAL CODE, LLC	02/20/2026	33773	110111161	PAGES/SUPPLEMNT NO1.2	$1,564.00
			GENERAL CODE, LLC		**Total Check Amount:**	**$1,564.00**
200213	GMS ELEVATOR SERVICES, INC.	02/20/2026	29109	490515151	ELEVATOR REPAIRS @CCC	$1,254.00
			GMS ELEVATOR SERVICES, INC.		**Total Check Amount:**	**$1,254.00**
200214	GOLDEN METERS SERVICE, INC.	02/20/2026	29449	420515131	METER CHANGING	$6,840.00
			GOLDEN METERS SERVICE, INC.		**Total Check Amount:**	**$6,840.00**
200215	JOHNSON FLOORING, INC.	02/20/2026	32556	181404250	HALL FLOOR REFINISHNG	$4,250.00
			JOHNSON FLOORING, INC.		**Total Check Amount:**	**$4,250.00**
200216	JONES MAYER	02/20/2026	12144	110212111	LEGAL SVCS PD JAN2026	$1,083.00

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			JONES MAYER		**Total Check Amount:**	**$1,083.00**
200217	KEN GRODY FORD	02/20/2026	31440	480515161	2025 F350 9' UTILITY	$61,510.29
			KEN GRODY FORD		**Total Check Amount:**	**$61,510.29**
200218	LINSCOTT, LAW & GREENSPAN ENGINEERS	02/20/2026	29408	510707716	TFC ENGG SVCS DEC25	$3,931.00
		02/20/2026	29408	510707218	TFC ENGG SVCS DEC25	$4,320.00
		02/20/2026	29408	510707719	TFC ENGG SVCS DEC25	$632.00
		02/20/2026	29408	840141412	TFC ENGG SVCS DEC25	$2,420.00
			LINSCOTT, LAW & GREENSPAN ENGINEERS		**Total Check Amount:**	**$11,303.00**
200219	MARIPOSA LANDSCAPES, INC.	02/20/2026	27959	110515143	CITY FAC/TRAILS JAN26	$5,954.32
		02/20/2026	27959	110515148	CITY FAC/TRAILS JAN26	$2,120.27
		02/20/2026	27959	361515148	CITY FAC/TRAILS JAN26	$115.49
			MARIPOSA LANDSCAPES, INC.		**Total Check Amount:**	**$8,190.08**
200220	MY HEALTHY PENGUIN, LLC	02/20/2026	33408	110212111	FRIDGE	$299.00
			MY HEALTHY PENGUIN, LLC		**Total Check Amount:**	**$299.00**
200221	CHRISTOPHER NAJERA	02/20/2026	33982	840000000	PLN-2025-00058 REFUND	$1,123.00
			CHRISTOPHER NAJERA		**Total Check Amount:**	**$1,123.00**
200222	NATIONAL AUTO FLEET GROUP	02/20/2026	26939	480515161	2026 FORD MAVERICK	$34,728.22
		02/20/2026	26939	480515161	2026 FORD INTERCEPTOR	$59,827.23
		02/20/2026	26939	420515131	2026 FORD MAVERICK	$34,728.22
			NATIONAL AUTO FLEET GROUP		**Total Check Amount:**	**$129,283.67**
200223	ORANGE COUNTY WINWATER WORKS	02/20/2026	28030	420515131	PLUMBING SUPPLES	$264.86
			ORANGE COUNTY WINWATER WORKS		**Total Check Amount:**	**$264.86**
200224	ODP BUSINESS SOLUTIONS, LLC	02/20/2026	31709	110141441	OFFICE SUPPLIES	$52.56
			ODP BUSINESS SOLUTIONS, LLC		**Total Check Amount:**	**$52.56**
200225	ONTARIO CHRISTIAN HIGH SCHOOL	02/20/2026	33983	110	REFUND ACCT BALANCE	$500.00
			ONTARIO CHRISTIAN HIGH SCHOOL		**Total Check Amount:**	**$500.00**
200226	BLAKE SCOTT PEREZ	02/20/2026	32207	110323231	PLAN CMM MTG 610-1209	$300.00
			BLAKE SCOTT PEREZ		**Total Check Amount:**	**$300.00**
200227	GERARDO PRADO	02/20/2026	33984	840000000	PLN-2025-00048	$595.75
		02/20/2026	33984	110000000	PLN-2025-00048	$0.10
		02/20/2026	33984	84032323P	PLN-2025-00048	($0.10)
			GERARDO PRADO		**Total Check Amount:**	**$595.75**
200228	PREMIUM RV INC.	02/20/2026	11981	480515161	TRAILER CONNECTOR	$17.38
			PREMIUM RV INC.		**Total Check Amount:**	**$17.38**
200229	SLAY EVENTS	02/20/2026	32795	110212111	POLICE BANQUET EVENT SERV	$9,000.00
			SLAY EVENTS		**Total Check Amount:**	**$9,000.00**
200230	T.R. HOLLIMAN AND ASSOCIATES, INC.	02/20/2026	33432	420515131	PROF CNSLTNG SVCS1/31	$840.00
			T.R. HOLLIMAN AND ASSOCIATES, INC.		**Total Check Amount:**	**$840.00**

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200231	THE THEATRE COMPANY	02/20/2026	33985	110404542	SMTHNG ROTTN COSTUMES	$495.00
				THE THEATRE COMPANY	**Total Check Amount:**	**$495.00**
200232	WITTMAN ENTERPRISES, LLC	02/20/2026	33176	174222225	TRANSACTION FEE DEC25	$6.67
		02/20/2026	33176	174222225	BILLING SVCS DEC25	$13,154.69
		02/20/2026	33176	174222225	MONTHLY FEE DEC25	$15.90
				WITTMAN ENTERPRISES, LLC	**Total Check Amount:**	**$13,177.26**
200233	ROBERTA ANN DIRKS	02/20/2026	32861	110212111	REIMB-PHOTOGRAPHY PMT	$605.00
				ROBERTA ANN DIRKS	**Total Check Amount:**	**$605.00**
200234	ROBERTA ANN DIRKS	02/20/2026	32861	110212111	REIMB-BADGE PINNING	$25.11
				ROBERTA ANN DIRKS	**Total Check Amount:**	**$25.11**
200235	CASSIDY MACKENZIE LOPEZ	02/20/2026	33995	110	PAYROLL PPE 2/13/26	$1,229.18
				CASSIDY MACKENZIE LOPEZ	**Total Check Amount:**	**$1,229.18**
					Check Subtotal	**$552,500.32**
V61858	LARRY ALANIS	02/20/2026	32661	110404424	UMPIRE FEES 2/9/26	$111.00
				LARRY ALANIS	**Total Check Amount:**	**$111.00**
V61859	ALL CITY MANAGEMENT SERVICES INC	02/20/2026	6604	110212132	CRSNG GRDS 1/18-1/31	$2,949.00
				ALL CITY MANAGEMENT SERVICES INC	**Total Check Amount:**	**$2,949.00**
V61860	ALLSTAR FIRE EQUIPMENT	02/20/2026	8353	110222221	LADDER REPAIR	$171.34
				ALLSTAR FIRE EQUIPMENT	**Total Check Amount:**	**$171.34**
V61861	ANAHEIM GLASS, INC.	02/20/2026	21760	490515151	GLASS REPLACEMENT	$430.55
				ANAHEIM GLASS, INC.	**Total Check Amount:**	**$430.55**
V61862	ASBURY ENVIRONMENTAL SERVICES	02/20/2026	9144	480515161	OIL DISPOSAL	$153.00
				ASBURY ENVIRONMENTAL SERVICES	**Total Check Amount:**	**$153.00**
V61863	AVCOGAS PROPANE SALES & SERVICES	02/20/2026	22047	480515161	PROPANE 35.4 GALS	$132.22
				AVCOGAS PROPANE SALES & SERVICES	**Total Check Amount:**	**$132.22**
V61864	B & S GRAPHICS INC.	02/20/2026	24357	480515161	DECALS	$2,730.92
				B & S GRAPHICS INC.	**Total Check Amount:**	**$2,730.92**
V61865	BADGE FRAME, INC.	02/20/2026	24424	110	NAME PLATES S.TAX	($7.05)
		02/20/2026	24424	110	NAME PLATES S.TX	($3.64)
		02/20/2026	24424	110212111	NAME PLATES	$148.69
				BADGE FRAME, INC.	**Total Check Amount:**	**$138.00**
V61866	THE BANK OF NEW YORK MELLON	02/20/2026	16062	875141431	FA FEE 111525-111426	$2,000.00
				THE BANK OF NEW YORK MELLON	**Total Check Amount:**	**$2,000.00**
V61867	BEST LAWN MOWER SERVICE	02/20/2026	16230	480515161	BLADES	$533.93
		02/20/2026	16230	480515161	TRIMMER HEADS	$358.77
		02/20/2026	16230	480515161	GREASE PLUG	$16.28

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			BEST LAWN MOWER SERVICE		**Total Check Amount:**	**$908.98**
V61868	BILL'S AUTO UPHOLSTERY	02/20/2026	10510	480515161	SEAT REPAIR	$1,355.00
			BILL'S AUTO UPHOLSTERY		**Total Check Amount:**	**$1,355.00**
V61869	BREA DISPOSAL, INC	02/20/2026	3330	440515122	REFUSE COLLECTN JAN26	$304,614.26
			BREA DISPOSAL, INC		**Total Check Amount:**	**$304,614.26**
V61870	BREA/ORANGE COUNTY PLUMBING	02/20/2026	3781	490515151	BCC CAFE PLUMBNG PROJ	$1,295.00
		02/20/2026	3781	490515151	CCC SEWER DRAIN RPR	$1,205.00
			BREA/ORANGE COUNTY PLUMBING		**Total Check Amount:**	**$2,500.00**
V61871	BUTLER CHEMICALS, INC.	02/20/2026	6515	490515151	DISH CHEM	$209.30
			BUTLER CHEMICALS, INC.		**Total Check Amount:**	**$209.30**
V61872	MIRSA CHAVEZ GRIEGO	02/20/2026	31295	110212111	ICAC 101	$23.00
			MIRSA CHAVEZ GRIEGO		**Total Check Amount:**	**$23.00**
V61873	CLINICAL LABORATORY OF	02/20/2026	3390	420515131	WATER QUALITY	$2,322.00
			CLINICAL LABORATORY OF		**Total Check Amount:**	**$2,322.00**
V61874	COMLOCK SECURITY-GROUP	02/20/2026	13625	420515131	KEYS	$47.41
		02/20/2026	13625	490515151	KEYS PD	$41.21
			COMLOCK SECURITY-GROUP		**Total Check Amount:**	**$88.62**
V61875	THE CONNECTION CORPORATION	02/20/2026	31669	110404523	COUNSELING SVCS JAN26	$2,160.00
			THE CONNECTION CORPORATION		**Total Check Amount:**	**$2,160.00**
V61876	CORELOGIC	02/20/2026	25542	280323215	REAL EST LSTING JAN26	$185.00
			CORELOGIC		**Total Check Amount:**	**$185.00**
V61877	DANIELS TIRE SERVICE	02/20/2026	3133	480515161	TIRES	$564.97
			DANIELS TIRE SERVICE		**Total Check Amount:**	**$564.97**
V61878	JIMMY DAO	02/20/2026	19002	475141471	MILEAGE FEBRUARY 2026	$140.65
			JIMMY DAO		**Total Check Amount:**	**$140.65**
V61879	ECONOLITE SYSTEMS, INC.	02/20/2026	27147	110515121	PREVANTATVE MNT JAN26	$3,273.23
		02/20/2026	27147	110515121	ROLLING REPORT JAN26	$6,789.05
			ECONOLITE SYSTEMS, INC.		**Total Check Amount:**	**$10,062.28**
V61880	ENTENMANN ROVIN COMPANY	02/20/2026	3457	110222221	BADGES/COLLAR ORNAMNT	$1,910.85
		02/20/2026	3457	110222221	BADGES [8]	$1,143.83
			ENTENMANN ROVIN COMPANY		**Total Check Amount:**	**$3,054.68**
V61881	EQUIPMENT DIRECT INC	02/20/2026	4522	110515121	SAFETY EQUIPMENT	$29.90
			EQUIPMENT DIRECT INC		**Total Check Amount:**	**$29.90**
V61882	FLAGSHIP DESIGN GROUP, INC.	02/20/2026	32818	110404211	STAFF SWEATERSHIRTS	$123.49
		02/20/2026	32818	110404215	STAFF SWEATERSHIRTS	$123.48
		02/20/2026	32818	110404421	STAFF SWEATERSHIRTS	$123.48
		02/20/2026	32818	110404426	STAFF SWEATERSHIRTS	$123.48
		02/20/2026	32818	110404428	STAFF SWEATERSHIRTS	$123.48

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			FLAGSHIP DESIGN GROUP, INC.		**Total Check Amount:**	**$617.41**
V61883	GALE SUPPLY COMPANY	02/20/2026	21090	490515151	JANITORIAL SUPPLIES	$2,026.94
			GALE SUPPLY COMPANY		**Total Check Amount:**	**$2,026.94**
V61884	GENERAC POWER SYSTEMS INC	02/20/2026	24827	480515161	GENERATOR REPAIR	$1,093.20
			GENERAC POWER SYSTEMS INC		**Total Check Amount:**	**$1,093.20**
V61885	GLASBY MAINTENANCE SUPPLY CO	02/20/2026	6802	110515125	DT CHEMS	$123.82
			GLASBY MAINTENANCE SUPPLY CO		**Total Check Amount:**	**$123.82**
V61886	GRAINGER	02/20/2026	13634	110222211	BATTERIES [6]	$309.09
			GRAINGER		**Total Check Amount:**	**$309.09**
V61887	GABRIEL HANNAH	02/20/2026	17533	110404424	UMPIRE FEES 2/9/26	$148.00
			GABRIEL HANNAH		**Total Check Amount:**	**$148.00**
V61888	HI SIGN	02/20/2026	4693	110515125	DT CURFEW SIGNS	$2,392.04
			HI SIGN		**Total Check Amount:**	**$2,392.04**
V61889	HOLLY ELECTRIC INC.	02/20/2026	27530	110515141	CNTRY HLLS TRBL SHOOT	$2,081.11
			HOLLY ELECTRIC INC.		**Total Check Amount:**	**$2,081.11**
V61890	INFOSEND, INC.	02/20/2026	19016	110404311	JAN26 BCC	$53.20
		02/20/2026	19016	420141421	JAN26 WTR: PRNT/MAIL	$1,725.54
		02/20/2026	19016	110404521	JAN26 SR CTR	$53.20
		02/20/2026	19016	420141421	JAN26 WTR: POSTAGE	$5,807.85
		02/20/2026	19016	420515131	JAN26 PW MAINT	$106.40
		02/20/2026	19016	420141421	JAN26 PRNT IMGE ARCH	$283.00
			INFOSEND, INC.		**Total Check Amount:**	**$8,029.19**
V61891	INLAND ROUNDBALL OFFICIALS INC.	02/20/2026	31906	110404424	REFEREE FEES 2/5-2/10	$640.00
			INLAND ROUNDBALL OFFICIALS INC.		**Total Check Amount:**	**$640.00**
V61892	KELLY SPICERS STORES	02/20/2026	31267	110141441	PAPER	$176.90
			KELLY SPICERS STORES		**Total Check Amount:**	**$176.90**
V61893	KIMLEY-HORN AND ASSOCIATES, INC.	02/20/2026	26302	510707306	57/IMP SB ORPID DEC25	$23,560.00
		02/20/2026	26302	510707306	57/IMP PSR-PDS DEC25	$13,661.58
			KIMLEY-HORN AND ASSOCIATES, INC.		**Total Check Amount:**	**$37,221.58**
V61894	L.N. CURTIS & SONS	02/20/2026	1053	110212111	UNIFORMS	$459.12
			L.N. CURTIS & SONS		**Total Check Amount:**	**$459.12**
V61895	LIFE-ASSIST, INC.	02/20/2026	10530	174222222	PM SUPPLIES FS1	$1,780.20
		02/20/2026	10530	174222222	PM SUPPLIES FS2	$1,892.10
		02/20/2026	10530	174222225	PM SUPPLIES FS2	$530.26
			LIFE-ASSIST, INC.		**Total Check Amount:**	**$4,202.56**
V61896	LINEGEAR	02/20/2026	23894	110222221	BOOTS	$441.78
			LINEGEAR		**Total Check Amount:**	**$441.78**
V61897	LONG BEACH BMW	02/20/2026	18120	480515161	BRAKE PARTS	$1,539.28

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			LONG BEACH BMW		**Total Check Amount:**	**$1,539.28**
V61898	PEDRO N MACUIL	02/20/2026	6714	460141474	MILAGE DECEMBER 2025	$131.74
		02/20/2026	6714	460141474	MILAGE JANUARY 2026	$139.20
			PEDRO N MACUIL		**Total Check Amount:**	**$270.94**
V61899	MICHAEL SULLIVAN & ASSOCIATES LLP	02/20/2026	31864	470141483	PROF SVCS THRU 1/31	$102.50
			MICHAEL SULLIVAN & ASSOCIATES LLP		**Total Check Amount:**	**$102.50**
V61900	MINER, LTD	02/20/2026	27173	490515151	FRONT DR SVC @YARD	$4,013.25
			MINER, LTD		**Total Check Amount:**	**$4,013.25**
V61901	MOTOROLA SOLUTIONS, INC.	02/20/2026	22012	475141471	FLEX CAD DELIVERY SVC	$9,681.69
			MOTOROLA SOLUTIONS, INC.		**Total Check Amount:**	**$9,681.69**
V61902	PLUMBING WHOLESALE OUTLET, INC.	02/20/2026	18392	490515151	BCC PLUMBING PARTS	$171.95
			PLUMBING WHOLESALE OUTLET, INC.		**Total Check Amount:**	**$171.95**
V61903	QUANTUM SIGNS & GRAPHICS INC.	02/20/2026	32568	110404421	GOSRVEBREA DATEPATCHS	$109.65
			QUANTUM SIGNS & GRAPHICS INC.		**Total Check Amount:**	**$109.65**
V61904	QUARTECH CORRECTIONS LLC	02/20/2026	29933	950000000	ILJAOC OCJUVPET JAN26	$22,387.50
		02/20/2026	29933	950000000	ILJAOC OCJUVPET DEC25	$18,262.50
		02/20/2026	29933	950000000	ILJAOC IP AZURE JAN26	$4,000.00
		02/20/2026	29933	950000000	ILJAOC IP SUPP JAN26	$6,600.00
			QUARTECH CORRECTIONS LLC		**Total Check Amount:**	**$51,250.00**
V61905	CLYDE J. SAN JUAN	02/20/2026	33113	110404145	WATERCOLOR & ACRYLIC	$207.00
			CLYDE J. SAN JUAN		**Total Check Amount:**	**$207.00**
V61906	SC FUELS	02/20/2026	16654	480515161	UNL ETH 4030 GALS	$14,122.41
			SC FUELS		**Total Check Amount:**	**$14,122.41**
V61907	SITEONE LANDSCAPE SUPPLY, LLC	02/20/2026	25942	110515141	IRRIGATION SUPPLIES	$511.00
			SITEONE LANDSCAPE SUPPLY, LLC		**Total Check Amount:**	**$511.00**
V61908	STERICYCLE, INC.	02/20/2026	11925	110111161	DOC SHRED DEC-JAN26	$10.66
		02/20/2026	11925	110212122	DOC SHRED DEC-JAN26	$193.14
		02/20/2026	11925	470141483	DOC SHRED DEC-JAN26	$10.66
			STERICYCLE, INC.		**Total Check Amount:**	**$214.46**
V61909	THE RINKS - ANAHEIM ICE	02/20/2026	15170	110404145	ICE SKATING	$580.00
			THE RINKS - ANAHEIM ICE		**Total Check Amount:**	**$580.00**
V61910	UNDERGROUND SERVICE ALERT/SC	02/20/2026	4537	420515131	DSB FEE 2/1/2026	$159.75
		02/20/2026	4537	420515131	UGTICKETS SEWER JAN26	$461.50
		02/20/2026	4537	420515131	DSB WTRDIST 2/1/2026	$79.88
		02/20/2026	4537	420515131	UGTICKETS WATER JAN26	$235.75
			UNDERGROUND SERVICE ALERT/SC		**Total Check Amount:**	**$936.88**
V61911	US BANK XX0338 CITY MGR	02/20/2026	24704	110111111	CALCARD-MGMTSV-012226	$2,665.30

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V61911	US BANK XX0338 CITY MGR	02/20/2026	24704	110111143	CALCARD-MGMTSV-012226	$16.37
				US BANK XX0338 CITY MGR	**Total Check Amount:**	**$2,681.67**
V61912	US BANK XX0312 HR	02/20/2026	24776	110141481	CALCARDS-HR 122225	$433.11
				US BANK XX0312 HR	**Total Check Amount:**	**$433.11**
V61914	US BANK XX0593 COMM SVC	02/20/2026	24777	110404211	CALCARDS-COMSVC012226	$1,559.17
		02/20/2026	24777	110404523	CALCARDS-COMSVC012226	$195.15
		02/20/2026	24777	110404421	CALCARDS-COMSVC012226	$162.35
		02/20/2026	24777	110404217	CALCARDS-COMSVC012226	$59.57
		02/20/2026	24777	110404224	CALCARDS-COMSVC012226	$68.76
		02/20/2026	24777	110404311	CALCARDS-COMSVC012226	$2,870.75
		02/20/2026	24777	110404428	CALCARDS-COMSVC012226	$2,357.00
		02/20/2026	24777	110404521	CALCARDS-COMSVC012226	$3,551.91
		02/20/2026	24777	110404542	CALCARDS-COMSVC012226	$4,235.12
		02/20/2026	24777	110404542	CALCARDS-S.TAX 012226	$39.19
		02/20/2026	24777	110	CALCARDS-S.TAX 012226	($39.19)
		02/20/2026	24777	110404215	CALCARDS-COMSVC012226	$1,411.82
		02/20/2026	24777	110404425	CALCARDS-COMSVC012226	$203.79
		02/20/2026	24777	110404429	CALCARDS-COMSVC012226	$1,773.33
		02/20/2026	24777	110404541	CALCARDS-COMSVC012226	$1,951.01
				US BANK XX0593 COMM SVC	**Total Check Amount:**	**$20,399.73**
V61915	US BANK XX0502 COMM & MKTG	02/20/2026	24778	110111151	CALCARDS-COMMKT012226	$642.77
		02/20/2026	24778	110111152	CALCARDS-COMMKT012226	$33.99
		02/20/2026	24778	110323214	CALCARDS-COMMKT012226	$65.73
				US BANK XX0502 COMM & MKTG	**Total Check Amount:**	**$742.49**
V61916	US BANK XX0353 COMM DEV	02/20/2026	24779	110323214	CALCARD COMDEV 012226	$150.00
		02/20/2026	24779	110323243	CALCARD COMDEV 012226	$11.60
		02/20/2026	24779	110323212	CALCARD COMDEV 012226	$184.20
		02/20/2026	24779	110323231	CALCARD COMDEV 012226	$348.26
				US BANK XX0353 COMM DEV	**Total Check Amount:**	**$694.06**
V61917	US BANK XX0270 ADMIN SVCS	02/20/2026	24781	110141431	CALCARD 012226 ADMSVC	$590.00
		02/20/2026	24781	110141414	CALCARD 012226 ADMSVC	$155.00
		02/20/2026	24781	110141441	CALCARD 012226 ADMSVC	$1,296.59
		02/20/2026	24781	960000000	CC 012226-JAN MEETING	$2,061.47
		02/20/2026	24781	110111161	CALCARDS-C.CLK 012226	$999.87
		02/20/2026	24781	110141411	CALCARD 012226 ADMSVC	$266.80
		02/20/2026	24781	480515161	CALCARD 012226 ADMSVC	$67.33
				US BANK XX0270 ADMIN SVCS	**Total Check Amount:**	**$5,437.06**
V61918	US BANK XX0650 FIRE	02/20/2026	24782	110222211	CALCARDS-FIRE 012226	$422.84

City Disbursement Register

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V61918	US BANK XX0650 FIRE	02/20/2026	24782	110222211		($5,561.84)
		02/20/2026	24782	110222221		$5,561.84
		02/20/2026	24782	174	CALCARDS-S.TAX 012226	($2.88)
		02/20/2026	24782	110222221	CALCARDS-FIRE 012226	($605.54)
		02/20/2026	24782	110222223	CALCARDS-FIRE 012226	$1,101.68
		02/20/2026	24782	110222231	CALCARDS-FIRE 012226	$596.93
		02/20/2026	24782	174222222	CALCARDS-FIRE 012226	$250.00
		02/20/2026	24782	174222225	CALCARDS-FIRE 012226	$1,192.97
		02/20/2026	24782	174222225	CALCARDS-S.TAX 012226	$2.88
				US BANK XX0650 FIRE	**Total Check Amount:**	**$2,958.88**
V61919	US BANK XX0346 IT	02/20/2026	24783	110222223	CALCARDS-IT 122225	$29.98
		02/20/2026	24783	475141471	CALCARDS-IT 122225	$906.43
		02/20/2026	24783	110222223	CALCARDS-IT 012226	$41.00
		02/20/2026	24783	280323215	CALCARDS-IT 012226	$25.00
		02/20/2026	24783	460141474	CALCARDS-IT 122225	$276.85
		02/20/2026	24783	110111152	CALCARDS-IT 122225	($1,479.34)
		02/20/2026	24783	110515125	CALCARDS-IT 122225	$101.17
		02/20/2026	24783	280323215	CALCARDS-IT 122225	$25.00
		02/20/2026	24783	110515125	CALCARDS-IT 012226	$202.34
		02/20/2026	24783	460141474	CALCARDS-IT 012226	$297.35
		02/20/2026	24783	475141471	CALCARDS-IT 012226	$187.62
				US BANK XX0346 IT	**Total Check Amount:**	**$613.40**
V61921	US BANK XX0221 PW	02/20/2026	24784	110222221	CALCARDS-PW 012226	$73.17
		02/20/2026	24784	410515132	CALCARDS-PW 012226	$4.25
		02/20/2026	24784	110212121	CALCARDS-PW 012226	$28.17
		02/20/2026	24784	110515125	CALCARDS-PW 012226	$145.34
		02/20/2026	24784	181404250	CALCARDS-PW 012226	$3,437.40
		02/20/2026	24784	410515124	CALCARDS-PW 012226	$65.61
		02/20/2026	24784	420515131	CALCARDS-PW 012226	$1,256.20
		02/20/2026	24784	110515141	CALCARDS-PW 012226	$734.23
		02/20/2026	24784	480515161	CALCARDS-STAX 012226	$88.87
		02/20/2026	24784	110515121	CALCARDS-PW 012226	$60.10
		02/20/2026	24784	480	CALCARDS-STAX 012226	($88.87)
		02/20/2026	24784	480515161	CALCARDS-PW 012226	$4,429.30
		02/20/2026	24784	490515151	CALCARDS-PW 012226	$1,474.54
				US BANK XX0221 PW	**Total Check Amount:**	**$11,708.31**
V61923	US BANK XX0544 POLICE	02/20/2026	24785	110212121	CALCARDS-012226 POL	$848.08

City Disbursement Register

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V61923	US BANK XX0544 POLICE	02/20/2026	24785	110212133	CALCARDS-012226 POL	$779.72
		02/20/2026	24785	110212122	CALCARDS-012226 POL	$310.00
		02/20/2026	24785	110212131	CALCARDS-012226 POL	$5,702.09
		02/20/2026	24785	110212134	CALCARDS-012226 POL	$1,162.50
		02/20/2026	24785	480515161	CALCARDS-012226 POL	$310.43
		02/20/2026	24785	110212111	CALCARDS-012226 POL	$3,955.40
				US BANK XX0544 POLICE	**Total Check Amount:**	**$13,068.22**
V61924	US BANK XX3401 PW- ADMIN	02/20/2026	24786	110515111	CALCARDS PWADM 122225	($675.00)
		02/20/2026	24786	110515111	CALCARDS PWADM 012226	$1,855.23
				US BANK XX3401 PW- ADMIN	**Total Check Amount:**	**$1,180.23**
V61925	VIRTUAL PROJECT MANAGER	02/20/2026	23508	510515171	CIP SW BCKUP/ST FEB26	$500.00
				VIRTUAL PROJECT MANAGER	**Total Check Amount:**	**$500.00**
V61926	WILLDAN ENGINEERING	02/20/2026	12445	510707719	PO ADJ	($11,251.75)
		02/20/2026	12445	510707719	PROF SVCS THRU 1/2	$10,645.50
		02/20/2026	12445	510707719	PROF SVCS THRU 10/31	$606.25
		02/20/2026	12445	510707483	PROF SVCS THRU DEC25	$887.80
				WILLDAN ENGINEERING	**Total Check Amount:**	**$887.80**
V61927	CHRISTOPHER MICHAEL FRANCIS WINGER	02/20/2026	26711	110212111	POST MGMT CRSE MOD C	$349.00
		02/20/2026	26711	110212111	POST MGMT CRSE MOD B	$349.00
				CHRISTOPHER MICHAEL FRANCIS WINGER	**Total Check Amount:**	**$698.00**
V61928	ZOLL MEDICAL CORPORATION	02/20/2026	23538	174222225	DISPOSABLE SUPPLIES	$290.93
				ZOLL MEDICAL CORPORATION	**Total Check Amount:**	**$290.93**
					Voucher Subtotal	**$543,002.31**
W26017	THE BANK OF NEW YORK MELLON	02/17/2026	16062	890	CFD 1997-1 OLINDA HEIGHTS	$23,367.26
				THE BANK OF NEW YORK MELLON	**Total Check Amount:**	**$23,367.26**
W26020	THE BANK OF NEW YORK MELLON	02/17/2026	16062	875	CFD 2008-2 BREA PLAZA	$106,458.28
				THE BANK OF NEW YORK MELLON	**Total Check Amount:**	**$106,458.28**
W26021	U.S. BANK OF CALIFORNIA	02/17/2026	14102	950	LAIF CONTRIBUTION	$583,970.05
		02/17/2026	14102	951	LAIF WITHDRAWAL	($36,970.05)
				U.S. BANK OF CALIFORNIA	**Total Check Amount:**	**$547,000.00**
					Wire Subtotal	**$676,825.54**
					TOTAL	**$1,772,328.17**

CITY of BREA

City Council Regular Meeting
Communication
March 3, 2026
Item No. 5A.

Successor Agency Disbursement Register for February 20, 2026

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 the City Council take the following action:

1. Receive and file the Successor Agency Disbursement Register.

Attachments

Successor Agency Disbursement Register 2.20.26.pdf

Successor Agency Disbursement Register

Between Feb 16, 2026 12:00 AM and Feb 20, 2026 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
2869	THE BANK OF NEW YORK MELLON	02/20/2026	16062	632141435	'03 ADMIN FEE 701-630	$2,565.20
			THE BANK OF NEW YORK MELLON		**Total Check Amount:**	**$2,565.20**
					Check Subtotal	**$2,565.20**
					TOTAL	**$2,565.20**