



CITY OF DEL REY OAKS

650 CANYON DEL REY BLVD, DEL REY OAKS, CALIFORNIA 93940
PHONE (831) 394-8511 FAX (831) 394-6421

AMENDED CITY COUNCIL AGENDA OF THE CITY OF DEL REY OAKS CITY COUNCIL TUESDAY, MARCH 24, 2026 AT 6:00 PM

Del Rey Oaks City Hall is inviting you to an **IN-PERSON MEETING AT CITY HALL**

View Live Streaming

<http://bit.ly/4q8aLjm>

- 1. ROLL CALL - Council**
- 2. PLEDGE OF ALLEGIANCE**
- 3. PUBLIC COMMENTS: General Public Comment must deal with matters subject to the jurisdiction of the City and the Council that are not on the Agenda. Anyone wishing to address the City Council on matters not appearing on the Agenda may do so now. The public may comment on any other matter listed on the Agenda at the time the matter is being considered. There will be a time limit of not more than three minutes for each speaker. No action will be taken on matters brought up under this item and all comments will be referred to staff.**
- 4. PROCLAMATION:**
 - A.** Honoring American Red Cross Month March, 2026
- 5. PRESENTATION:**
 - A.** Swearing in of new Reserve Police Officer Guy Dobine
 - B.** Community Human Services Update on **Casa De Noche Buena** and **Shuman Hearthouse**
 - C.** Montage Health System- Mike McDermott, MD,MBA
President and Chief Executive Officer
- 6. CONSENT AGENDA:**
 - A. MINUTES: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)**
 - 1.** January 24, 2026 City Council Minutes

B. MONTHLY REPORTS: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)

- 1.** Fire Department Response Report - February 2026
- 2.** Police Department Response Report - February 2026
- 3.** Financial Reports - February 2026

C. MISCELLANEOUS: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)

- 1.** Consider Approval of Resolution 2026-05 for Submittal of Annual Progress Report - Housing Element Annual Progress Report for 2025
- 2.** Consider Approval of Resolution 2026-03 Monterey Chamber of Commerce Business of the Year 2025
- 3.** Consider Approval of Resolution 2026-02 California Cities Week, April 19-25, 2026
- 4.** Consider Approval of Professional Services Agreement with 4LEAF, Inc. for On-Call Code Enforcement, Building Inspection, and Plan Review Services.
- 5.** Consider Approval of the Second Reading of Ordinance 323, prohibiting the use of metal detectors on the former Ft. Ord land

7. OLD BUSINESS:

- A.** None

8. NEW BUSINESS:

- A.** Consider Approval of the FY 2025-26 Mid-Year Budget Adjustments
- B.** Consider Approval of Resolution 2026-04 to Authorize City Manager to sign Contract with Coastal Paving and Excavation to perform ADA Sidewalk Improvement at City Park

9. STAFF REPORTS:

- A.** Council Reports are in the Packet

10. CORRESPONDENCE:

- A.** Correspondence is in the Packet

11. NEXT MEETING DATE: Tuesday, April 28, 2026 at 6:00pm

12. ADJOURNMENT

Information distributed to the Council at the meeting becomes part of the public record. A copy of written material, pictures, etc. must be provided to the secretary for- this purpose. All enclosures and materials regarding these agenda items are available for public review at the Del Rey Oaks City Hall, 650 Canyon Del Rey Road, Del Rey Oaks.



CITY OF DEL REY OAKS

650 CANYON DEL REY BLVD., DEL REY OAKS, CALIFORNIA 93940
PHONE (831) 394-8511 FAX (831) 394-6421

PROCLAMATION Honoring American Red Cross Month March 2026

WHEREAS, In March, we celebrate American Red Cross Month by honoring our neighbors who make its humanitarian mission possible in Del Rey Oaks. Every day, their acts of kindness change lives, bringing relief, comfort and hope when help can't wait. This compassionate spirit runs deep in our community, just as it has for 145 years through the American Red Cross.

WHEREAS, The contributions of local Red Cross volunteers (181 in the county) give hope to the most vulnerable in their darkest hours. Last year in Monterey County, volunteers helped 49 families affected by 30 home fires by addressing their urgent needs like food and lodging, as well as providing recovery support. In addition, they installed 682 smoke alarms, collected 2,141 blood donations, provided first aid and CPR training to 2,423 residents, and assisted 112 families of our armed forces.

WHEREAS, These collective efforts are a powerful reminder that the strength of our community lies in our shared commitment to one another. As we mark Red Cross Month, let's celebrate our local heroes and resolve to continue lifting each other up, so no one faces an emergency alone.

NOW, THEREFORE, I, Scott Donaldson, Mayor of Del Rey Oaks, by virtue of the authority vested in me by the laws of Del Rey Oaks and California, do hereby proclaim March 2026 as Red Cross Month. I encourage all citizens of Del Rey Oaks to reach out and support its humanitarian mission.

IN WITNESS WHEREOF, I have hereunto set my hand this 24TH day of March, in the year two thousand twenty-six.

Signed

Scott Donaldson, Mayor



***Homeless Shelters for Women and Families:
Funding Shortfall and Program Impact***

WHAT WE DO

PROGRAM DESCRIPTION

- 35-bed emergency shelters serving homeless women and families
- Typical length of stay: six months
- Annual number served: ~80 (~25 women and ~15 families)
- Stabilize and transition people to permanent housing with improved income, self-sufficiency, and well-being

WRAP-AROUND SUPPORTS

- Basic needs: meals, hygiene supplies, laundry facilities, clothing, and computer / internet access
- Housing-focused supports: case management, housing navigation, and rapid rehousing financial assistance
- Stability supports: connections to physical and behavioral health care, mainstream benefits, employment services, and financial planning



HOUSING OUTCOMES

Statewide Benchmark

- 23% to permanent housing (Cal ICH, FY 2023-24, crisis response exits)

Casa de Noche Buena (operated by GFW + CHS)

- 50% to permanent housing (3-year avg.)
- 24% to temporary housing

Shuman HeartHouse (operated by CHS)

- 57% to permanent housing (2-year avg.)
- 17% to temporary housing



HOW THE SHELTERS CAME TO BE

CASA DE NOCHE BUENA

- Applied/received ~\$1.3m of HEAP funding
- Raised additional ~\$400k from community
- Renovated the County-owned modular building

SHUMAN HEARTHOUSE

- Developed with private philanthropy funding



SUSTAINING SHELTER BEDS

- CDNB and SHH Annual Operating Costs: approx. \$1.2m per year each
- CHS and GFW established a Special Purpose Fund through the Community Foundation, for community fundraising
- Government grants including but not limited to: HHAP, ESG, CDBG, community support



CURRENT & NEAR-TERM FUNDING GAP

Annual Operating Costs:

- Approximately \$1.2M each

Projected Annual Funding Shortfall *(Non-cumulative; assuming no new funding)*

Fiscal Year	CDNB	SHH
2026–27	~\$267K	~\$655K
2027–28	~\$649K	~\$905K
2028–29	~\$702K	~\$958K
2029–30	~\$757K	~\$1.01M

Key drivers of the gap:

- FY 2025–26: HHAP-5, and City of Monterey PLHA funds are fully depleted.
- FY 2026–27: CDNB Special Purpose Fund (\$345,179), HHAP-3 and HHAP-4, and \$764,353 deferred revenue are fully depleted.

Without new funding stream(s) this marks the beginning of a structural deficit.



IMPACT TO PROGRAMS

Objectives:

- Avoid service reductions or shelter closure
- Phase in reductions or closure while pursuing funding

Without additional funding or system-level support:

- Reduction in services or capacity
- Elimination of case management
- Conversion to overnight emergency shelter or seasonal shelter
- Partial or full program closure

Any reduction significantly weakens outcomes and increases long-term system costs.



CONCLUSION

WHAT WE ARE ASKING FOR

- Partnership in maintaining CDN and SHH shelters
- Stabilization or bridge funding for FY26–27
- Exploration of replacement funding or coordinated system solutions
- Commitment to preserving services that foster housing and economic security

info@chservices.org info@gatheringforwomen.org



***These programs work.
With support, they remain a pathway to stability.
Without it, homeless families and women remain stuck
in crisis and system costs rise.
Thank you for your partnership and consideration.***



Mike McDermott, MD, MBA
President and CEO, Montage Health

Del Rey Oaks City Council Meeting — March 24, 2026



Before Montage Health



Our Conversation

- Access to care
- Economic and workforce vitality
- Partnering for our community



Access to Care: Primary, Specialty, and Urgent Care



Montage Medical Group
30+ specialties
230,000 patient visits annually



MoGo Urgent Care
3 locations across the peninsula
48,000 patient visits annually



NEW: Montage Orthopedics & Sports Medicine

Access to Care: **New Life-Saving Stroke Care**



Economic Vitality: Workforce Recruitment & Retention



Healthcare Careers Academy



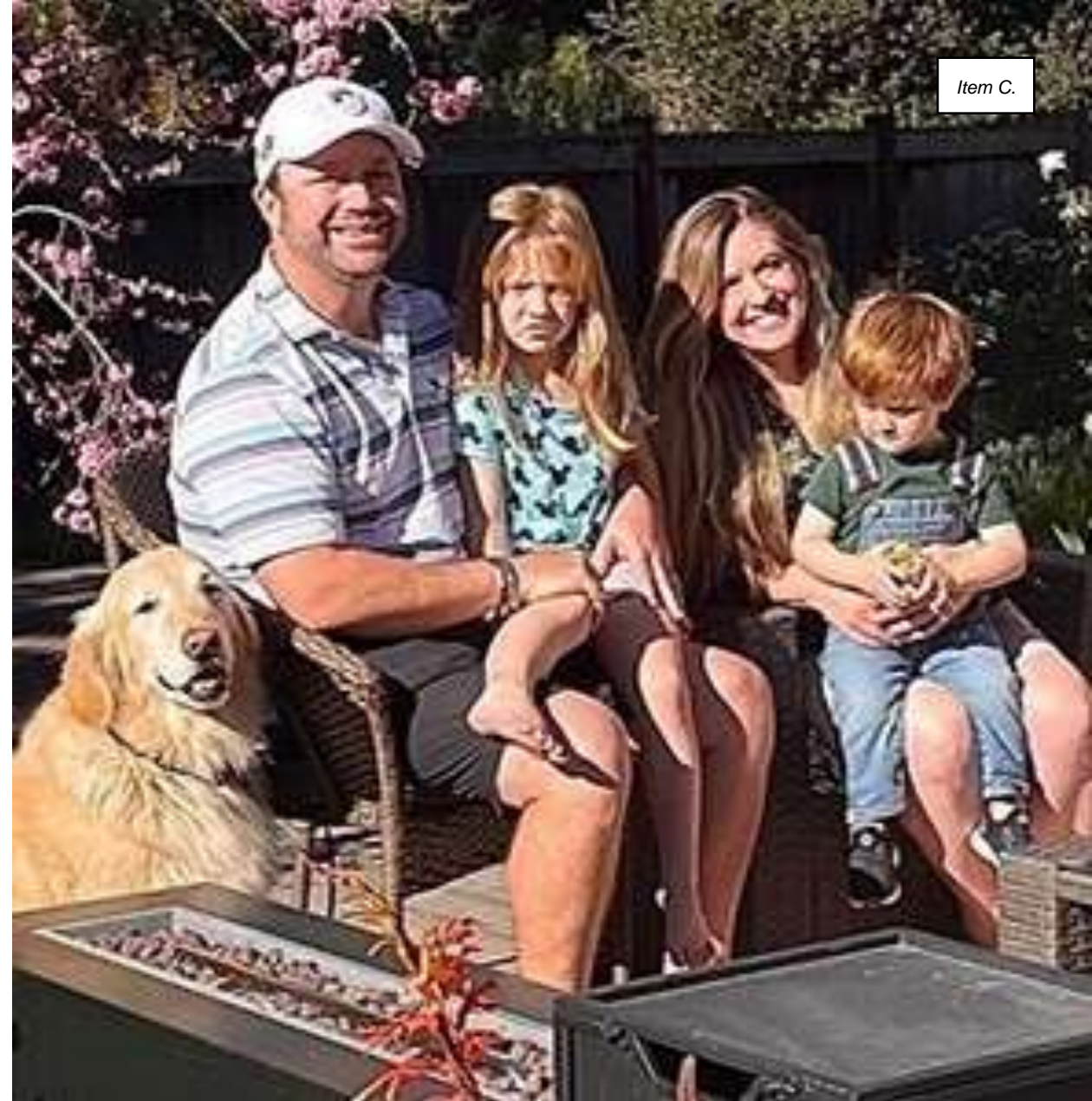
MPC & CSUMB partnerships



*Clinical
Careers Program*

Economic Vitality: Home Loan Program

- Making homeownership more attainable for our employees
- Supporting long-term workforce stability



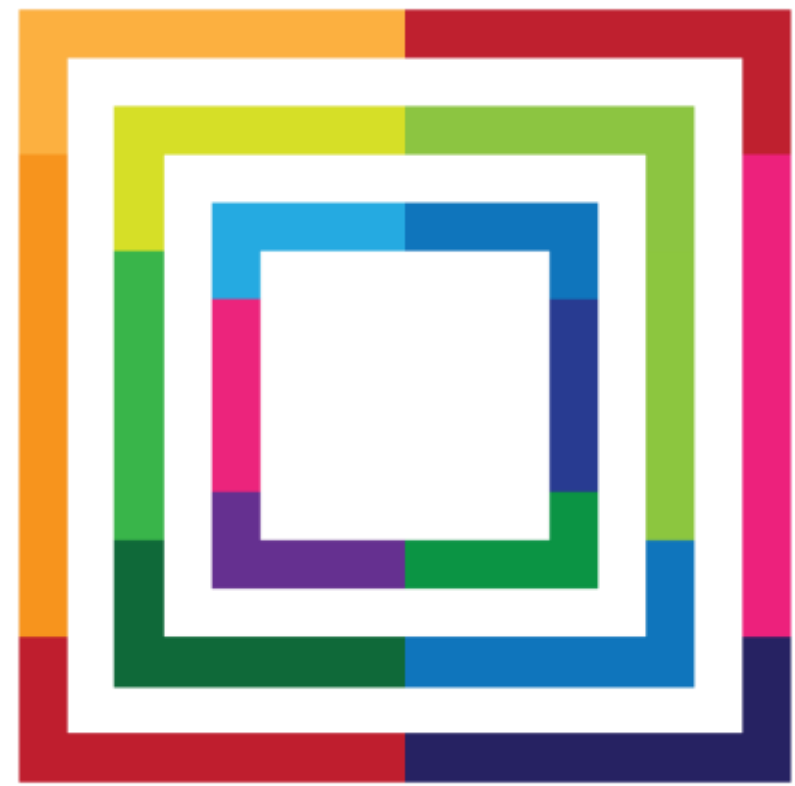
Item C.

Working Together for a Healthier Del Rey Oaks



Thank you

Questions?



City of Del Rey Oaks

**City Hall
650 Canyon Del Rey Blvd
Del Rey Oaks, CA 93940**



Action Minutes

Tuesday, February 24, 2026

6:00 PM

City Council – Regular Meeting

Del Rey Oaks City Council

**Scott Donaldson – Mayor
Mike Burger – Vice Mayor
John Uy – Councilmember
Kim Shirley – Councilmember
Jeremy Hallock – Councilmember**

6:00 PM – Called to Order:

The meeting was called to order by Mayor Donaldson

Roll Call: Present: Mayor Donaldson, Vice Mayor Burger, Councilmember Shirley, and Councilmember Hallock and Councilmember Uy

Absent: None

Also Present: City Manager Guertin, City Attorney Lorca, City Clerk Minami, Deputy City Clerk Batra

Pledge of Allegiance:

Led by Mayor Donaldson

Public Comment:

Dennis Allion: Thanks the Police Department for the wonderful help and response to his wife losing her phone. Mentions the speeding on Via Verde.

Celine Pinet: Thanks staff for the work on the website, looks great!

PROCLAMATIONS:

Mayor Donaldson reads Black History Month

Councilmember Shirley reads Women's History Month

PRESENTATIONS:**A. Certificate of Recognition to Moose Lodge Members:**

Estrellitah "Star" Hernandez - Seaside High School and Idil Aktan - Monterey High School

Mark Arrelano: Explains the scholarship and speaks about each of the students.

Mayor Donaldson: Reads and presents certificates to the students. Pictures were taken with the Mayor and students' families.

B. Monterey One Water: Informational Update on Capital Projects and Rate Study and Strategic Priorities Paul A. Sciuto, Executive Officer

Paul Sciuto: Presents a slide show explaining maintenance, usage, customers, service, fees, the Master Plan that is needed, public rates, revenue requirements, Prop 218 for notice of increase, and focuses on the community. Further explains the Pure Water Monterey Expansion Project, which means 7.6 million gallons per day, a US EPA WIFIA Loan for \$21 million, and Grant Funding of \$42 million.

Councilmember Uy: Asks about seniors on a fixed income(?)

Paul Sciuto: There is a customer assistance program, it is designed to help 900 customers annually. Last year they ran out of funding.

Councilmember Shirley: Excited about Re-Gen selling them energy. Asks when the last rate study was done?

Paul Sciuto: Five years ago.

Vice Mayor Burger: A lot of work. \$4.00 increase a month is still a bargain.

PUBLIC COMMENT:

Dennis Allion: Important to know that they didn't have an increase between the years of 2000 to 2010

CONSENT AGENDA:**A. MINUTES: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)**

1. January 27, 2026 City Council Meeting Minutes

B. MONTHLY REPORTS: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)

1. Fire Department Response Report, January 2026
2. Police Activity Report, January 2026
3. Financial Reports, January 2026

C. MISCELLANEOUS: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)

1. **Consider Approval of a new contract with Monterey Bay Technologies for City IT Services**
2. **Approval of Resolution 2026-01 to Honor Robin McCrae of Community Human Services**

PUBLIC COMMENT:

None

A motion was made by **Councilmember Shirley**, seconded by **Councilmember Hallock**, to approve the Consent Agenda as presented.

Motion passed unanimously 5-0

OLD BUSINESS: None

NEW BUSINESS:**A. Status of Development of City-Owned Parcel (APN 031-191-026) on the Former Fort Ord, presented by City Manager Guertin:**

City Manager Guertin reviewed the history of how the City got to this point since the property was deeded to us.

*Used to be a shooting range, lots of clean up and restrictions on the land.

*The former City Manager, Dino Pick, leaving the City put process on hold as did the Covid Pandemic.

*Went through the process of doing the "Surplus Land Act" work to offer property for low income housing.

This is a presented process is for the team to have direction and this discussion is for process only. Not about water use, etc.

City Attorney Lorca: Legally there isn't a provision to do a Request for Proposals especially because of the city did the Surplus Land Act Work a few years ago.

David Zehnder of Economic Planning Services: 30 years with company. The city will need a developer with a certain skill set, good partner, financially stable to complete project and familiar with the land and its specific limitations and challenges. A footprint will be established, while working with varying market conditions.

The 3 Options that are proposed tonight:

- 1) Boots on the ground for a developer (Vince Fletcher) is working with the MPP group (The Kranyaks). This is a strong option.
- 2) Invite others that have shown interest in development. This is streamline process with a careful framework. This looks like a daylong session to pick one or more.
- 3) Take a step back and do a national search for developers, it's a rather involved and expensive process. This is a full Request for Proposals.

Councilmember Uy: Thanks the team for the work. Which option protects city legally?

City Attorney Lorca: Just picking which option tonight. Little difference between the three options, legally.

Councilmember Uy: Does it expose us to further litigation?

David Zehnder: Because of the Surplus Land Act work the city did, the City is free to move forward.

Councilmember Uy: What about favoritism and transparency?

David Zehnder: Many rounds in the past, and the city learned from that experience. Now we know skill set needed, familiar with Ft. Ord. Use judgement in which you feel comfortable.

Councilmember Hallock: How wide was the RFP in 2018? Leaning toward option #2.

City Manager Guertin: Somewhat limited to the area. It was a light touch.

Councilmember Shirley: What is the cost difference in options #2 and #3?

David Zehnder: #3 process can go up to six digits, much more expensive than #2. It is more involved with staff time and the cost of the team of consultants adding up.

Councilmember Shirley: How much public input for a full RFP?

David Zehnder: All of the options, there will be public input. Up to the process that you pick tonight.

Councilmember Shirley: Regarding #2, how do you weigh out the differences?

David Zehnder: 100% in or don't pick them.

Councilmember Shirley: Wants to do an RFP, if none of the options in #2 are 100%.

Vice Mayor Burger: All options seem equal and all with public input. Options #1 and #2 are streamline.

City Manager Guertin: What is in the best interest of the city, budget and future. We have to keep the city running and keep police department. Services will change if we don't plan for increase revenue streams in the future. Be mindful of economic downturns. Need financial stability with a developer. There isn't a wrong or right option, there is what is best option for the city's future.

Mayor Donaldson: Trying to get out of the of the gate to development. Public input will happen no matter what option we go with. This is the first step and no where close to an agreement with a developer.

PUBLIC COMMENT:

Cheryl Parker: Wants option #3, an RFP is the gold standard when considering this will double the city's size.

Patrice Vecchione: No development needed. Wants a public pool or library.

Frederica Jones: Wants option #3, for a full RFP. Option #1 and #2 short term convenience. Must be patient. Public trust matters.

Cecilia: Support option #3, faster isn't always better.

Dennis Allion: Options #1 and #2 will not jeopardize public input in the least. The last full nationwide RFP in 2000 failed horribly, the results years later almost broke the city. Need to be practical to look at the options. The future will need added revenue.

Gary Kreeger: A little competition isn't a bad thing, bring new people in with an RFP.

Celine Pinet: Option #2 is fairly inclusive.

Helen Birdsong: Supports a full RFP, if developers are interested, they can put their hat in the ring.

Vince Fletcher: Explains who he is and that his company is presently under contract with the Kranyaks. It's a complex site with tiger salamander mitigation issue. Has already met with the Military. South Boundary Road reroutes to a roundabout. Wants 20% affordable housing.

Mike Hayworth: We have to do something, remembers "Public Safety Tax" years ago to keep the police department.

Michael Starke: Added traffic because of development, consider option #3.

Public Comment ended

City Manager Guertin: There is option #4, no development.

Councilmember Uy: Option #3 leverages city's interest.

City Manager Guertin: Explains what happens with a specific plan

Councilmember Uy: How do the interest parties know what they are bidding on?

David Zehnder: Conversations. Developers have demonstrated interest.

Councilmember Hallock: Duration of ERN's?

City Manger Guertin: Typically, 6 month's

Councilmember Hallock: We have gone the route of RFP's, a lot of uncertainties. These other developers have interest for some time now; they are already familiar with land and its issues. Supports option #1, to explore the relationship with Vince Fletcher's company.

Councilmember Shirley: This is the biggest thing that will happen to this city, have to do due diligence and do a full RFP, Option #3. There is money in "unappropriated fund balance" to pay for it.

Vice Mayor Burger: Money in an interest barring account is the responsible thing to do. Economic downturns. The City has been on a shoestring before, why go back. Keep quality services and Police Department. The liability of not doing something on that land is huge, like wildfire and homelessness. We need to be thoughtful in this process.

Councilmember Shirley: There is the economic reserve fund for emergencies. Wants a robust discussion about how to spend it. Supports Option #3.

Mayor Donaldson: Biggest thing for Del Rey Oaks. A special skill set is needed and the financial back up to deal with project and land. Offers an transparent alternative to expand option #2 with requesting letter of interest to developers.

Councilmember Uy: Wants the optics of transparency for partnership. Supports option #3.

Councilmember Hallock: Maintains support for option #1.

Councilmember Shirley: What developers are interested?

City Manager Guertin: One is Shea Homes, but nothing formal yet.

Councilmember Shirley: Wants the process to start with residents and increase competition.

Vice Mayor Burger: Transparency should have not been brought up, as it is never an issue. Staff and team supports shorter time line with option #2.

David Zehnder: 2 to 4 weeks to determine who is real. For option #2 with letters of interest will be a Q&A period by team.

For option #3, 6 weeks to be released, then 4-6 weeks to receive them. Up to 3 months after scoring applicants. So, 4-5 months, and costly.

In both cases, the criteria will be reviewed by the Council.

Vice Mayor Burger: Trying to find a happy medium.

Mayor Donaldson: Understanding the land is critical. Need boots on the ground.

Councilmember Hallock: Developer at our doorstep, he is here tonight.

Vice Mayor Burger: Would Vince be interested if we went with option #2?

City Manager Guertin: Yes

Councilmember Shirley: We could make the RFP what we want, even though it takes longer.

Mayor Donaldson: Whatever guidance we give tonight, there will be due diligence and transparency with public input.

City Manager Guertin: Option 3 can fail too. It's a unique piece of land that is why we came up with options #1 and #2.

Mayor Donaldson: Trying to make a hybrid of options and make a compromise tonight.

Councilmember Burger: Supports option #2

Councilmember Shirley: Process needs to be robust.

Councilmember Hallock: Will concede and go with option #2.

Councilmember Shirley: Asks Mayor to go with option #3.

City Manager Guertin: Total of 4 developers so far.

A motion was made by **Councilmember Burger** and seconded by **Councilmember Hallock** to have staff go with option #2 and to consider all 4 developers that express interest first and then if no decision is made, go with option #3 to have team make the decision and come back with recommendation.

City Manager Guertin: The team will have a concrete list of categories and questions for the developers to know their vision and qualifications. After that process, the team will come to council with a recommendation and a comprehensive report on the process.

Mayor Donaldson asks for roll call vote:

- Councilmember Uy:** No
- Councilmember Hallock:** Yes
- Councilmember Shirley:** No
- Vice Mayor Burger:** Yes
- Mayor Donaldson:** Yes

Motion passed by a 3-2 roll call vote

A motion was made by **Councilmember Shirly** and seconded by **Councilmember Uy** to continue the meeting after 9:00, per procedure.

Mayor Donaldson asks for roll call vote:

- Councilmember Uy:** Yes
- Councilmember Hallock:** No
- Councilmember Shirley:** Yes
- Vice Mayor Burger:** No
- Mayor Donaldson:** Yes

Motion passed by a 3-2 roll call vote

PUBLIC COMMENT:

None

B. Receive a Status Update on the Former Garden Center Building in Work Memorial Park

City Manager Guertin gave the following verbal report regarding:

- *The status of the Garden Center property
- *Potential economic development opportunities and constraints of the parcel
- *Interpretation of the deed restriction

- Councilmember Uy:** How do folks express interest?
- City Manager Guertin:** Hold out for the town hall meetings and lots of discussions
- Councilmember Shirley:** Water? Maybe a restaurant?
- City Manager Guertin:** Plenty of water.
- Vice Mayor Burger:** Excited to see it.

A conversation continued with all City Council and City Manager regarding the uses of property, timing and town hall meetings.

PUBLIC COMMENT:

None

C. Consider 1st Reading by Title Only of an Ordinance to Add Del Rey Oaks City Code Chapter 15.48, Section 140 to Prohibit Metal Detecting Activity on City Property That Was Part of the Former Fort Ord (Exempt from CEQA per Article 19, Section 15308, Class 8)

City Manager Guertin reads from ordinance and explains the need for it and the DTSC requirement. We owe Melissa Broadstrand a huge thank you for always helping out.

A conversation was had regarding the need for more safety on the former Ft. Ord land.

A motion was made by **Vice Mayor Burger** and seconded by **Councilmember Uy** to approved the first reading of the Ordinance #323, as submitted

Motion passed unanimously

5-0

STAFF REPORTS: In the packet with the correspondence

City Manager Guertin: Wants everyone to know that the meeting dates and times are on City of Del Rey Oaks website for the Re-Gen Franchise Agreement with Green Waste.

NEXT MEETING DATE: Tuesday, March 24, 2026 at 6:00 pm

ADJOURNMENT: 9:45 pm

Attest: _____

Date:-----



FIRE DEPARTMENT

1635 Broadway Avenue
Seaside, CA 93955

Telephone (831) 899-6790
FAX (831) 899-6261

March 9, 2026

John Guertin, City Manager
Del Rey Oaks City Hall
650 Canyon Del Rey
Del Rey Oaks, CA 93940

Dear Mr. Guertin:

Enclosed is a copy of the response reports for the Seaside Fire Department response to Del Rey Oaks for the period of February 1, 2026, through February 28, 2026.

The Seaside Fire Department responded to the following incidents in February:

Incident #

260204-SEA00303	260215-SEA00396	260219-SEA00444
260205-SEA00320	260216-SEA00409	260220-SEA00446
260206-SEA00322	260216-SEA00411	260220-SEA00449
260208-SEA00338	260216-SEA00412	260222-SEA00470
260210-SEA00357	260217-SEA00416	

There are fourteen (14) fire calls for February. If you have any questions, please contact me.

Sincerely,

Paul Blaha
Fire Chief
CC: File

**SEASIDE FIRE DEPARTMENT
City of Del Rey Oaks - Response Report**

Incident Date	Incident Number	Alarm Time	Arrival Time	Response Time (Minutes)	Incident Type Code	District	Street Or Highway Name	Priority
2/4/2026	260204-SEA00303	1:57:00 AM	2:05:00 AM	6.00	Motor vehicle collision	29	Canyon del Rey	Emergent
2/5/2026	260205-SEA00320	7:28:00 PM	7:35:00 PM	7.00	Fall	29	Canyon del Rey	Emergent
2/6/2026	260206-SEA00322	5:24:00 AM	5:33:00 AM	9.00	Fire / smoke alarm	29	Canyon del Rey	Emergent
2/8/2026	260208-SEA00338	8:14:00 AM	8:19:00 AM	5.00	Cancelled	29	Canyon del Rey	Emergent
2/10/2026	260210-SEA00357	9:33:00 AM	9:41:00 AM	8.00	Fall	29	Altura	Emergent
2/15/2026	260215-SEA00396	4:00:00 AM	4:10:00 AM	10.00	Motor vehicle collision	29	Pheasant Ridge	Emergent
2/16/2026	260216-SEA00411	1:11:00 PM	1:13:00 PM	2.00	Sick case	29	Canyon del Rey	Emergent
2/16/2026	260216-SEA00412	2:03:00 PM	2:06:00 PM	3.00	Unknown problem (medical)	29	Canyon del Rey	Emergent
2/16/2026	260216-SEA00409	12:20:00 PM	12:27:00 PM	7.00	Fall	29	Del Rey Gardens	Emergent
2/17/2026	260217-SEA00416	4:17:00 AM	4:27:00 AM	10.00	Lift assist	29	Pheasant Ridge	Non emergent
2/19/2026	260219-SEA00444	8:01:00 PM	8:11:00 PM	10.00	Lift assist	29	Adair	Non emergent
2/20/2026	260220-SEA00449	1:16:00 PM	1:22:00 PM	6.00	Nausea / Vomiting	29	Carlton	Emergent
2/20/2026	260220-SEA00446	8:34:00 AM	8:42:00 AM	8.00	Fall	29	Adair	Emergent
2/22/2026	260222-SEA00470	9:21:00 PM	9:29:00 PM	8.00	Breathing problems	29	Los Encinos	Emergent

Total Calls 14



POLICE

DEL REY OAKS

City Council Report

Feb 2026

Chris Bourquin - Chief

Case #	Date	Offense Code 1	Offense Code Description	DRO	MPAD	OJ	Residential	Commercial
26-030	02/02/2026	DOMESTIC	Domestic Disturbance	X			X	
26-031	02/02/2026	Information Only		X			X	
26-032	02/03/2026	171.5(B) PC			X			X
26-033	02/04/2026	23152(B) VC	Drive Under Influence	X				X
26-034	02/06/2026	290(B) PC		X			X	
26-035	02/07/2026	Medical Emergency			X			X
26-036	02/07/2026	Information Only		X				X
26-037	02/08/2026	Outside Warrant/F	Warrant Arrest	X			X	
26-038	02/11/2026	Surrendered Property		X			X	
26-039	02/12/2026	Elder Abuse		X			X	
26-040	02/12/2026	Elder Abuse		X			X	
26-041	02/12/2026	Information Only			X			
26-042	02/15/2026	23152(B) VC	Drive Under Influence	X				X
26-043	02/15/2026	20002(A)(2) VC	Hit and Run	X				X
26-044	02/15/2026	ACN	Non-Injury Traffic Collision	X				X
26-045	02/18/2026	20002(A)(1) VC	Hit and Run	X				X
26-046	02/19/2026	459.5(A) PC		X				X
26-047	02/20/2026	ACN	Non-Injury Traffic Collision		X			X
26-048	02/20/2026	Information Only		X			X	
26-049	02/20/2026	Information Only		X			X	
26-050	02/23/2026	12500(A) VC	Unlicensed Driver			X		X
26-051	02/24/2026	12500(A) VC	Unlicensed Driver	X				X
26-052	02/25/2026	ACN	Non-Injury Traffic Collision	X				X
26-053	02/26/2026	10851(A) VC	Stolen Vehicle		X			X
26-054	02/26/2026	10851(A) VC	Stolen Vehicle	X				X
26-055	02/27/2026	Lost Property			X			X
26 Cases								

Calls for Service	
Month	YTD
298	549

Case Reports	
Month	YTD
26	55

Alarms					
Residential		Commercial		MPAD	
Mo.	YTD	Mo.	YTD	Mo.	YTD
1	1	3	6	5	11

Citations					
Moving		Parking		Warning	
Mo.	YTD	Mo.	YTD	Mo.	YTD
19	36	16	38	11	25



Group A Offense Report

Printed On: 03/02/2026

Beginning Date: 02/01/2026

Ending Date: 02/28/2026

Page 1 of 1

Item 2.

Agency: All

Offense	Reported in 2026	Reported in 2025	Percent Change	Offenses Cleared	Percent Cleared	Percent Of Category	Rate Per 100,000*
Murder	0	0	NA	0	0.00%	0.00%	NA
Negligent Manslaughter	0	0	NA	0	0.00%	0.00%	NA
Justifiable Homicide	0	0	NA	0	0.00%	0.00%	NA
Non-consensual Sex Offenses:							
Rape	0	0	NA	0	0.00%	0.00%	NA
Sodomy	0	0	NA	0	0.00%	0.00%	NA
Sexual Assault with Object	0	0	NA	0	0.00%	0.00%	NA
Fondling	0	0	NA	0	0.00%	0.00%	NA
Aggravated Assault	0	1	-100.00%	0	0.00%	0.00%	NA
Simple Assault	0	0	NA	0	0.00%	0.00%	NA
Intimidation	0	1	-100.00%	0	0.00%	0.00%	NA
Kidnapping/Abduction	0	0	NA	0	0.00%	0.00%	NA
Consensual Sex Offenses:							
Incest	0	0	NA	0	0.00%	0.00%	NA
Statutory Rape	0	0	NA	0	0.00%	0.00%	NA
Human Trafficking, Commercial Sex Acts	0	0	NA	0	0.00%	0.00%	NA
Human Trafficking, Involuntary Servitude	0	0	NA	0	0.00%	0.00%	NA
Crimes Against Persons Total	0	2	-100%	0	0.00%	0.00%	NA
Robbery	0	0	NA	0	0.00%	0.00%	NA
Burglary/Breaking & Entering	0	0	NA	0	0.00%	0.00%	NA
Larceny/Theft Offenses	1	2	-50.00%	0	0.00%	100.00%	NA
Motor Vehicle Theft	0	0	NA	0	0.00%	0.00%	NA
Arson	0	0	NA	0	0.00%	0.00%	NA
Destruction Of Property	0	0	NA	0	0.00%	0.00%	NA
Counterfeiting/Forgery	0	0	NA	0	0.00%	0.00%	NA
Fraud Offense	0	0	NA	0	0.00%	0.00%	NA
Embezzlement	0	0	NA	0	0.00%	0.00%	NA
Extortion/Blackmail	0	0	NA	0	0.00%	0.00%	NA
Bribery	0	0	NA	0	0.00%	0.00%	NA
Stolen Property Offenses	0	0	NA	0	0.00%	0.00%	NA
Crimes Against Property Total	1	2	-50%	0	0.00%	25%	NA
Drug/Narcotic Violations	1	0	NA	1	100.00%	33.33%	NA
Drug Equipment Violations	1	0	NA	1	100.00%	33.33%	NA
Gambling Offenses	0	0	NA	0	0.00%	0.00%	NA
Pornography/Obscene Material	0	0	NA	0	0.00%	0.00%	NA
Prostitution	0	0	NA	0	0.00%	0.00%	NA
Weapons Law Violation	1	0	NA	0	0.00%	33.33%	NA
Animal Cruelty	0	0	NA	0	0.00%	0.00%	NA
Crimes Against Society Total	3	0	NA	2	66.67%	75%	NA
Total Group "A" Offenses	4	4	0%	2	50%	100%	NA

Note: The Rate per 100,000 will be 'NA' when the Adjusted Population Base is Zero.



Group A Offense Report

Printed On: 03/02/2026

Beginning Date: 01/01/2026

Ending Date: 02/28/2026

Page 1 of 1

Item 2.

Agency: All

Offense	Reported in 2026	Reported in 2025	Percent Change	Offenses Cleared	Percent Cleared	Percent Of Category	Rate Per 100,000*
Murder	0	0	NA	0	0.00%	0.00%	NA
Negligent Manslaughter	0	0	NA	0	0.00%	0.00%	NA
Justifiable Homicide	0	0	NA	0	0.00%	0.00%	NA
Non-consensual Sex Offenses:							
Rape	0	0	NA	0	0.00%	0.00%	NA
Sodomy	0	0	NA	0	0.00%	0.00%	NA
Sexual Assault with Object	0	0	NA	0	0.00%	0.00%	NA
Fondling	0	0	NA	0	0.00%	0.00%	NA
Aggravated Assault	0	1	-100.00%	0	0.00%	0.00%	NA
Simple Assault	3	0	NA	1	33.33%	100.00%	NA
Intimidation	0	1	-100.00%	0	0.00%	0.00%	NA
Kidnapping/Abduction	0	0	NA	0	0.00%	0.00%	NA
Consensual Sex Offenses:							
Incest	0	0	NA	0	0.00%	0.00%	NA
Statutory Rape	0	0	NA	0	0.00%	0.00%	NA
Human Trafficking, Commercial Sex Acts	0	0	NA	0	0.00%	0.00%	NA
Human Trafficking, Involuntary Servitude	0	0	NA	0	0.00%	0.00%	NA
Crimes Against Persons Total	3	2	50%	1	33.33%	27.27%	NA
Robbery	0	0	NA	0	0.00%	0.00%	NA
Burglary/Breaking & Entering	1	0	NA	0	0.00%	20.00%	NA
Larceny/Theft Offenses	3	3	0.00%	1	33.33%	60.00%	NA
Motor Vehicle Theft	0	1	-100.00%	0	0.00%	0.00%	NA
Arson	0	0	NA	0	0.00%	0.00%	NA
Destruction Of Property	0	0	NA	0	0.00%	0.00%	NA
Counterfeiting/Forgery	1	0	NA	1	100.00%	20.00%	NA
Fraud Offense	0	0	NA	0	0.00%	0.00%	NA
Embezzlement	0	0	NA	0	0.00%	0.00%	NA
Extortion/Blackmail	0	0	NA	0	0.00%	0.00%	NA
Bribery	0	0	NA	0	0.00%	0.00%	NA
Stolen Property Offenses	0	0	NA	0	0.00%	0.00%	NA
Crimes Against Property Total	5	4	25%	2	40%	45.45%	NA
Drug/Narcotic Violations	1	1	0.00%	1	100.00%	33.33%	NA
Drug Equipment Violations	1	0	NA	1	100.00%	33.33%	NA
Gambling Offenses	0	0	NA	0	0.00%	0.00%	NA
Pornography/Obscene Material	0	0	NA	0	0.00%	0.00%	NA
Prostitution	0	0	NA	0	0.00%	0.00%	NA
Weapons Law Violation	1	0	NA	0	0.00%	33.33%	NA
Animal Cruelty	0	0	NA	0	0.00%	0.00%	NA
Crimes Against Society Total	3	1	200%	2	66.67%	27.27%	NA
Total Group "A" Offenses	11	7	57.14%	5	45.45%	100%	NA

Note: The Rate per 100,000 will be 'NA' when the Adjusted Population Base is Zero.



CITY OF DEL REY OAKS

650 CANYON DEL REY BLVD, DEL REY OAKS, CALIFORNIA 93940
PHONE (831) 394-8511 FAX (831) 394-6421

Staff Report

DATE: March 24, 2026

TO: Honorable Mayor and Members of the City Council

FROM: John Guertin, City Manager

SUBJECT: Receive February 2026 Financial Reports

CEQA: This action does not constitute a “project” as defined by the California Environmental Quality Act (CEQA) guidelines section 15378 as it is an administrative activity of the City that will not result in direct or indirect physical changes in the environment.

Consideration

Approval February 2026 Financial Reports.

Background

The Members of the Budget and Finance Committee routinely receive financial reports for the previous month.

Summary & Discussion

Attached are the February 2026 financial reports.

- February 2026 Cash and Investments – The report shows where the City’s funds are invested. The City continues to have a healthy cash balance of \$13,246,360, much of which is restricted for specific purposes.
- February 2026 Check Register –This is a listing of all the payments issued during the month. The total checks issued are \$212,878.
- February 2026 General Fund Summary – This is a one-page summary of the General Fund summarized as follows:

	FY 2026 Budget	February 2026 Actual	FY 2026 YTD Actual	% Collected/ Spent
Revenue	\$ 5,091,200	\$ 330,965	\$ 3,491,692	69%
Expenditures	5,178,300	261,423	3,405,983	66%
Net Revenue over Expend	(87,100)	69,542	85,709	
Transfers Out to CIP	(375,446)		(9,760)	0%
Net Operating Surplus	\$ (462,546)	\$ 69,542	\$ 75,949	

At 67% of the year (8 months) the revenues are at 69%. Expenditure is 66% of the budget. For the month of February 2026, the General Fund shows a surplus net revenue over expenditure of \$69,542 and year-to-date surplus of \$75,949.

- February 2026 Statement of Revenues and Expenditures – shows fiscal year-to-date actuals in comparison with FY 2026 Budget.
- Encumbrance Summary Report represents the purchase orders with a total outstanding balance of \$881,117 as of February 28, 2026.

Fiscal Impacts

None. This is informational only.

Recommendation

Staff recommend approving the reports.

ATTACHMENTS:

- Cash and Investments 2025-02
- Check/Voucher Register 2025-02
- General Fund Summary 2025-02
- Statement of Revenues & Expenditures 2025-02
- Encumbrance Summary 2025-02

Respectfully Submitted,

John Guertin, City Manager

**City of Del Rey Oaks
Summary of Cash & Investments
As of February 28, 2026**

Accounts

Unrestricted

General Checking	\$ 1,267,401	
Cash with TDS-Parking	500	
Local Agency Investment Fund		
Reserve for Economic Uncertainties	1,652,182	3.871%
Unappropriated Funds	1,595,574	3.871%
Total Unrestricted	\$ 4,515,657	

Restricted

PARS-115 Trust Fund	\$ 395,659	
Dev - Monterey Peninsula Partner	9,063	
Fidelity Title Escrow Acct - GJM/SBR Intersection	1,056,168	
Fidelity Title Escrow Acct - SBR Construction	7,269,813	
Total Restricted	\$ 8,730,703	

Total Cash and Investments	\$ 13,246,360	
-----------------------------------	----------------------	--

City of Del Rey Oaks
Check/Voucher Register
From 02/01/2026 Through 02/28/2026

Check Number	Payee	Transaction Description	Check Amount	
23410	Access Monterey Peninsula, Inc.	City Council Meeting 01/27/2026	\$ 300.00	2/4/2026
23411	AFLAC	Premium 2026-01	1,824.24	2/4/2026
23412	AMERICAN LOCK & KEY	ABUS 83/45 Primus Padlock	59.00	2/4/2026
23413	AT&T	Airport Internet Service Period 12/25/25 to 01/24/26	74.90	2/4/2026
	AT&T	Internet City Hall & PD Service Period 01-13-26 to 02-12-26	213.29	2/4/2026
23414	AT&T CAL NET 2	Outside PD Phone Service Periods 12-19-25 to 01-18-26	32.16	2/4/2026
23415	AT&T MOBILITY	Internet Service Period 01-19 - 02-18-2026	69.25	2/4/2026
23416	BOURQUIN, CHRISTOPHER L	Training Reimbursment - Cal Chiefs Training 01/29 - 01/30/26	388.99	2/4/2026
23417	League of California Cities	Membership Dues 2026	1,331.00	2/4/2026
23418	CALIFORNIA-AMERICAN WATER	Service Period 11/20/2025 - 01/16/2026	72.07	2/4/2026
	CALIFORNIA-AMERICAN WATER	Service Period 12/19/2025 - 01/16/2026	770.67	2/4/2026
	CALIFORNIA-AMERICAN WATER	Service Period 12/19/2025 to 01/20/2026	267.76	2/4/2026
23419	CITY OF SEASIDE	Fire Prevention Services 2nd Qtr FY25/26	60,928.25	2/4/2026
23420	DENISE DUFFY & ASSOCIATES	Fort Ord/Developer Selection Task #772 10/1/25 - 12/31/25	2,063.00	2/4/2026
	DENISE DUFFY & ASSOCIATES	Habitat Managment Plan Compliance, Task #782 10/1/2025 - 12/31/2025	258.25	2/4/2026
	DENISE DUFFY & ASSOCIATES	Planning & Consulting Task #776 - 10/1/2025 - 12/31/2025	7,412.00	2/4/2026
	DENISE DUFFY & ASSOCIATES	REAP Implementation, Task #779E 10/1/2025 - 12/31/2025	596.25	2/4/2026
23421	GINA RUSSO	Refund Old Town Hall Rental Cancelation 01/31/2026	175.00	2/4/2026
23422	G.P.S. SOLUTIONS	FY25/26 Plan Checking & Building Inspection Services -2026-01	5,768.48	2/4/2026
23423	I.M.P.A.C.GOVERNM'T SER	5564-9924 2026-01	2,470.70	2/4/2026
23424	J.A. Tree Service, Inc	Cypress Tree Removal	4,850.00	2/4/2026
23425	JAMES DE CHALK	Janitorial Services - City Hall and Park Restrooms -2026-01	1,400.00	2/4/2026
23426	KRISTOFER MOORE	Moore Reimbursement Trailer Supplies	411.31	2/4/2026
23427	LIEBERT, CASSIDY AND WHITMORE	Employment Matters	406.00	2/4/2026
23428	MBS BUSINESS SYSTEMS, INC.	Konika Minolta Copier - Billing Period 02/07/26 to 05/06/26	173.78	2/4/2026
23429	Monterey County Peace Officers	Shooting Range Use 1/12 & 1/17/2026	280.00	2/4/2026
23430	Monterey County, Environmental Health	Direct Cost Per MOA Service Period 07/01/2025 - 09/30/2025	73.61	2/4/2026
23431	Monterey Regional Waste Managment District	50% FY25/26 Annual Share SB1383 Implmentation	7,000.00	2/4/2026
23432	PRECISION ALARMS AND AUTOMATION, INC.	Alarm Inspections & Monitoring 2026-01Alarm Inspections & Monitoring 2026-02	170.00	2/4/2026
	PRECISION ALARMS AND AUTOMATION, INC.	Service Call - Battery CRA 123 Lithium Battery 3 Volt Non-Recharge PHO0015	171.90	2/4/2026
23433	REGIONAL GOVERNMENT SERIVCES	FY25/26 Accounting Services 2025-12	18,403.57	2/4/2026
23434	RingCentral, Inc.	Service Period 01/29/2026 to 02/27/2026	330.82	2/4/2026

**City of Del Rey Oaks
Check/Voucher Register
From 02/01/2026 Through 02/28/2026**

<u>Check Number</u>	<u>Payee</u>	<u>Transaction Description</u>	<u>Check Amount</u>	
23435	SPECIALTY TREE SERVICE INC.	Emergency Tree Service Chip & Haul	500.00	2/4/2026
23436	SUN RIDGE SYSTEMS, INC.	Broken Branches Carlton/Quendale RIMS Annual Software Support Services - Records Management Software 03/18/2026 - 03/17/20	4,912.00	2/4/2026
23437	US Bank Equipment Finance	Konika Minolta Copier Lease 2026-01	397.84	2/4/2026
23438	VSP	Vision Perium 2026-02	290.99	2/4/2026
23439	AMERICAN LOCK & KEY	DND Keys & ABUS 83/45 Primus	63.64	2/18/2026
23440	AT&T MOBIILITY	Aircard PW Service Period 01/03/25 to 02/02/26	40.74	2/18/2026
	AT&T MOBIILITY	Telephone Service Period 02-03-26 to 03- 02-26	357.85	2/18/2026
23441	CALIFORNIA POLICE CHIEFS ASSOC.	Annual Training Symposium	825.00	2/18/2026
23442	CivicPlus, LLC	Municode Supplement 2, Update 5, Freight - Municipal Code	24.87	2/18/2026
23443	CoPower	Dental Premiums 2026-03	2,560.79	2/18/2026
23444	CORELOGIC SOLUTIONS, LLC.	Software 2026-01	163.91	2/18/2026
23445	DAVID NGUYEN	Wellness 2026-01	500.00	2/18/2026
23446	Dooley Enterprises, Inc.	Supplies	2,166.44	2/18/2026
23447	HOME DEPOT CRC	Supplies	205.10	2/18/2026
23448	MARTINS IRRIGATION SUPPLY, INC.	Irrigation Supplies	39.71	2/18/2026
23449	Monterey One Water	FY 25-26 Monterey Regional Stormwater Managment Program	8,759.46	2/18/2026
23450	Monterey County Mayor's Association	Annual Membership Dues 2026	1,670.18	2/18/2026
23451	Monterey Electric Systems Inc	Electrical Sevice Correction & Equipment Replacement & Conduit & Wiring Pump System	2,945.00	2/18/2026
23452	MONTEREY ONE WATER	Service Period 01-01-26 to 02-28-26	93.72	2/18/2026
23453	Napa Auto Parts	Auto Parts	29.49	2/18/2026
23454	ODP Business Solutions, LLC	Supplies	92.85	2/18/2026
23455	PG&E	Service Period 12/21/2025 to 01/21/2026	3,343.75	2/18/2026
23456	Pitney Bowes Bank Inc. Purchase Power	Postage	493.63	2/18/2026
23457	PURE WATER	Supplies 2026-01	47.50	2/18/2026
23458	ROGER GUZMAN	Travel Reimbursement 01/28 - 01/29/2026 AWR Training	607.65	2/18/2026
23459	RON FUCCI	Wellness 2026-02	118.45	2/18/2026
23460	Stericycle, Inc.	Shred Service 2026-01	197.33	2/18/2026
23461	TERMINIX, INC.	Pest Control 2026-01	124.00	2/18/2026
23462	US Bank Equipment Finance	Konika Minolta Copier Lease 2026-01	135.64	2/18/2026
23463	Verizon	Service Period 12/24/25-01/23/26	118.03	2/18/2026
ACH 2026-02-09	7-Eleven Mastercard	PD & PW Fuel Charges 2026-02-09	2,145.98	2/9/2026
ACH 2026-02-10	P.E.R.S.-HEALTH	CalPERS 1800 Health 02/2026	45,292.23	2/9/2026
ACH 2026-02-13	PERS	CalPERS 1900 457 (02/13) Contribution 02/15/2026	2,900.00	2/13/2026
	PERS	PERS 3100 Contribution Retirement 1/24- 2/13/26 - Plan 1364	706.31	2/13/2026

City of Del Rey Oaks
Check/Voucher Register
From 02/01/2026 Through 02/28/2026

<u>Check Number</u>	<u>Payee</u>	<u>Transaction Description</u>	<u>Check Amount</u>
	PERS	PERS 3100 Contribution Retirement 1/24- 2/13/26 - Plan 1365	3,497.05 2/13/2026
	PERS	PERS 3100 Contribution Retirement 1/24- 2/13/26 - Plan 26934	2,485.32 2/13/2026
	PERS	PERS 3100 Contribution Retirement 1/24- 2/06/26 -Plan 25623	5,279.43 2/13/2026
Report Total			\$ 212,878.13

City of Del Rey Oaks
Statement of Revenues and Expenditures
100 - General Fund
From 02/01/2026 Through 02/28/2026

		February		Percent	
		FY 2026	2026	FY 2026	
		Budget	Actual	YTD Actual	
				Collected	
				/Spent	
Revenues					
Property Taxes	000	867,500.00	0.00	493,237.22	57%
Sales Tax	000	1,189,000.00	130,402.95	843,146.87	71%
Other Taxes	000	551,400.00	49,220.73	411,091.11	75%
Licenses and Permits	000	322,700.00	10,592.52	314,762.54	98%
Fines and Forfeitures	000	25,100.00	1,393.32	14,805.04	59%
Other Revenue	000	205,700.00	(27.20)	132,453.37	64%
Grants	000	247,500.00	9,783.67	198,082.68	80%
Airport Police Services	210	1,489,000.00	124,083.00	980,423.50	66%
Current Services	000	193,300.00	5,516.00	103,689.83	54%
Total Revenues		5,091,200.00	330,964.99	3,491,692.16	69%
Expenditures					
Council	110	30,400.00	2,308.19	12,452.66	41%
City Clerk	111	648,200.00	26,317.82	463,724.57	72%
City Manager	120	338,400.00	14,242.82	244,922.77	72%
Finance	130	236,000.00	0.00	171,671.50	73%
Legal	150	89,300.00	406.00	25,199.32	28%
Planning & Building Regulation	160	150,400.00	8,427.73	74,569.19	50%
Government Buildings	180	20,200.00	1,354.04	5,925.94	29%
Non-Departmental	190	56,800.00	0.00	25,434.92	45%
Police	210	2,998,900.00	113,908.37	2,046,787.85	68%
Fire/Animal Control	220	243,300.00	60,928.25	121,856.50	50%
Public Works/Streets	311	256,800.00	29,918.37	189,443.64	74%
Parks/Recreation	411	109,600.00	3,611.52	23,994.56	22%
Total Expenditures		5,178,300.00	261,423.11	3,405,983.42	66%
Excess(Deficit) of Revenue Over Expenditures		(87,100.00)	69,541.88	85,708.74	

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

100 - General Fund

From 2/1/2026 Through 2/28/2026

		FY 2026 Budget	February 2026 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Revenue					
Non Department Specific	000				
P/T-Secured	41110	599,800.00	0.00	338,949.67	56.51%
P/T-Unsecured	41120	31,200.00	0.00	30,865.67	98.92%
P/T-Prior Secured	41130	6,200.00	0.00	3,454.44	55.71%
Prior Unsecured	41140	100.00	0.00	0.00	0.00%
P/T-Unitary Tax	41150	12,500.00	0.00	7,454.70	59.63%
P/T-Supplemental Roll (SB813)	41160	12,400.00	0.00	7,078.58	57.08%
Property Tax - VLF	41170	204,500.00	0.00	103,918.50	50.81%
Prop Tax-Interest/Penalty	41180	800.00	0.00	1,515.66	189.45%
Sales Tax	42210	409,000.00	45,742.05	281,523.15	68.83%
Sales Tax - 145 (Measure S-1%)	42220	520,000.00	56,671.04	374,999.59	72.11%
Sales Tax -409 (Measure R 1/2%)	42221	260,000.00	27,989.86	186,624.13	71.77%
Cannabis Tax	42222	100,000.00	6,161.26	59,900.24	59.90%
Transient Occupancy Tax	42230	229,500.00	15,987.93	226,774.73	98.81%
STR Annual Licenses Fee	42231	0.00	2,070.00	10,438.24	0.00%
Property Transfer Tax	42250	8,700.00	0.00	3,437.23	39.50%
Sewer Impact	42290	22,000.00	22,181.41	22,181.41	100.82%
Business Licenses	42310	225,000.00	612.00	232,749.23	103.44%
HOUN (Home Occupational User Permit)	42311	0.00	0.00	2,400.00	0.00%
Gas Franchises	42761	8,200.00	0.00	0.00	0.00%
Electric Franchises	42762	22,000.00	0.00	0.00	0.00%
Garbage Franchises	42763	110,000.00	0.00	83,367.48	75.78%
Cable Tv Franchises	42764	26,000.00	4,890.13	15,430.02	59.34%
Water Franchises	42765	25,000.00	0.00	0.00	0.00%
SB1186 Disability Access Fund	43311	1,000.00	24.00	617.00	61.70%
SB1473 Environmental Assessment Fee	43312	100.00	10.00	95.35	95.35%
Architectural Review (ARC)	43319	0.00	0.00	400.00	0.00%
Building Permits	43320	59,000.00	6,012.36	46,330.20	78.52%
Strong-Motion Instrumental Program (SMIP) Fees	43322	200.00	27.72	261.60	130.80%
Cannabis Business Permit	43325	5,000.00	0.00	0.00	0.00%
Plan Check Fees	43330	18,000.00	1,092.44	12,251.12	68.06%
Encroachment/Street Opening Permits Fees	43340	8,000.00	0.00	2,700.00	33.75%
Plumbing Permits	43350	3,400.00	128.00	1,137.92	33.46%
Electrical Permits	43360	3,000.00	255.00	2,422.88	80.76%
Tree Removal Permits	43361	0.00	100.00	1,506.00	0.00%
AVAILABLE	43362	0.00	0.00	300.00	0.00%
Other Licenses/Permits	43390	1,000.00	0.00	0.00	0.00%
Fines & Forfeitures	45000	2,600.00	289.32	2,005.04	77.11%
Vehicle Code Fines	45510	5,500.00	540.00	2,684.00	48.80%
Parking and Admin Fines	45512	17,000.00	564.00	10,116.00	59.50%
Interest Earned	46100	185,000.00	0.00	103,149.62	55.75%
Interest Earned-PARS	46101	15,000.00	0.00	17,880.56	119.20%
Rental Income - Garden Center	46815	18,000.00	0.00	15,000.00	83.33%
Rental Income - Airport RV	46816	39,600.00	3,957.50	31,573.60	79.73%
Rental Income - PW Bldg (CHC Enterprise)	46817	24,000.00	0.00	6,000.00	25.00%
HOPTR	47130	1,200.00	0.00	324.51	27.04%
Vehicle License Collection	47140	2,500.00	0.00	2,414.14	96.56%
COPS	47240	194,000.00	8,333.33	168,203.29	86.70%
SB1383 Organics Recycling	47243	14,000.00	0.00	3,750.00	26.78%
Prop 172	47750	20,000.00	1,450.34	12,328.62	61.64%
Wellness Program	47760	7,500.00	0.00	10,772.04	143.62%
Police Grants & Other Reimbursements	47780	5,000.00	0.00	2,503.23	50.06%

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

100 - General Fund

From 2/1/2026 Through 2/28/2026

		FY 2026 Budget	February 2026 Actual	FY 2026 YTD Actual	Percent Collected/Spent
POST Reimbursements	47781	7,000.00	0.00	525.50	7.50%
Police Service Fees	48210	1,000.00	210.00	850.00	85.00%
Police Services-Special Events	48211	35,000.00	0.00	34,920.00	99.77%
Public Events	48212	5,000.00	0.00	0.00	0.00%
Use Permits	48805	52,000.00	0.00	2,590.00	4.98%
Maps/Publications	48810	100.00	0.00	0.00	0.00%
Property Inspections	48825	4,500.00	0.00	1,780.00	39.55%
Miscellaneous Revenue	48840	10,000.00	227.20	4,690.72	46.90%
Credit Card Processing Fee	48841	0.00	521.30	2,655.51	0.00%
LAFCO Refund & Interest for FORA	48842	400.00	0.00	0.00	0.00%
Rental - Park	48910	3,700.00	600.00	3,630.00	98.10%
Day Use Permits (Park only)	48911	0.00	180.00	900.00	0.00%
Old Town Hall Rental Fee	48912	0.00	105.00	870.00	0.00%
Miscellaneous Refunds	48930	1,000.00	(51.20)	8,067.54	806.75%
Total Non Department Specific		3,602,200.00	206,881.99	2,511,268.66	69.71%
Police	210				
Airport Police Services	48220	1,489,000.00	124,083.00	980,423.50	65.84%
Total Police		1,489,000.00	124,083.00	980,423.50	65.84%
Total Revenue		5,091,200.00	330,964.99	3,491,692.16	68.58%
Expenditures					
Council	110				
Council Member Stipend	61115	7,500.00	0.00	3,675.00	49.00%
Medicare-ER	61130	200.00	0.00	88.97	44.48%
Social Security-ER	61131	500.00	0.00	195.30	39.06%
Unemployment Ins-Fed & State	61132	100.00	0.00	25.73	25.73%
Dental Expense	61135	8,900.00	638.01	5,742.09	64.51%
Materials/Supply	62410	200.00	0.00	540.75	270.37%
Membership Dues-Professional Org	64550	2,500.00	1,670.18	1,670.18	66.80%
Strategic Planning	64570	5,000.00	0.00	0.00	0.00%
Misc Expenses	64580	2,500.00	0.00	114.64	4.58%
Travel Expenses	64610	3,000.00	0.00	400.00	13.33%
Total Council		30,400.00	2,308.19	12,452.66	40.96%
City Clerk	111				
Payroll	61105	252,300.00	10,046.40	169,283.87	67.09%
Overtime	61110	5,000.00	231.12	2,244.69	44.89%
PERS UAL - After 06/30/18	61123	11,100.00	0.00	890.00	8.01%
PERS UAL-Before 06/30/2018	61124	41,000.00	0.00	51,139.00	124.72%
PERS Retirement	61125	26,700.00	851.52	13,748.55	51.49%
Medicare-ER	61130	3,800.00	148.44	2,603.84	68.52%
Unemployment Ins-Fed & State	61132	1,200.00	0.00	363.99	30.33%
Dental Expense	61135	5,700.00	447.25	4,025.25	70.61%
Health Insurance	61140	122,800.00	11,059.39	79,183.14	64.48%
Vision Ins	61145	800.00	59.60	476.80	59.60%
Workers Comp and EAP	61150	4,000.00	0.00	10,029.05	250.72%
Wellness Program	61155	1,500.00	0.00	919.72	61.31%
Educational Incentive Pay	61157	6,000.00	230.77	3,875.09	64.58%
Longevity Pay	61158	3,700.00	164.35	2,736.55	73.96%
Materials/Supply	62410	4,000.00	23.75	2,244.90	56.12%
Office Supplies	62430	7,000.00	240.50	4,399.51	62.85%
Repair/Maintenance	63505	1,000.00	0.00	801.66	80.16%
Other Outside Services	63508	6,000.00	930.79	6,849.98	114.16%
Shredding Services	63509	1,000.00	98.66	745.84	74.58%
Short Term Rental Services	63511	17,500.00	0.00	17,500.00	100.00%

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

100 - General Fund

From 2/1/2026 Through 2/28/2026

		FY 2026 Budget	February 2026 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Telephone	63530	3,000.00	165.41	1,672.55	55.75%
Internet	63531	1,500.00	106.64	765.89	51.05%
Website Design & Maintenance	63535	1,000.00	0.00	0.00	0.00%
Postage / Shipping	63540	2,000.00	493.63	1,595.30	79.76%
Training	63605	11,000.00	129.32	2,407.33	21.88%
Insurance-Liability	63620	62,400.00	0.00	63,683.40	102.05%
Contract Services - IT	63635	10,000.00	0.00	5,400.00	54.00%
Software/Server Subscription	64310	15,500.00	199.91	5,800.03	37.41%
Agenda Management System	64315	7,000.00	0.00	4,920.00	70.28%
Municipal Code Service	64320	5,000.00	24.87	906.04	18.12%
Membership Dues-Professional Org	64550	1,000.00	0.00	337.78	33.77%
Membership Dues-Government Agency	64552	700.00	665.50	740.50	105.78%
Printing / Publications	64575	2,000.00	0.00	0.00	0.00%
Misc Expenses	64580	500.00	0.00	999.62	199.92%
Election Cost	64588	500.00	0.00	0.00	0.00%
Travel Expenses	64610	3,000.00	0.00	434.70	14.49%
Total City Clerk		648,200.00	26,317.82	463,724.57	71.54%
City Manager	120				
Payroll	61105	202,100.00	8,008.00	122,723.48	60.72%
PERS UAL - After 06/30/18	61123	500.00	0.00	445.00	89.00%
PERS Retirement	61125	16,100.00	597.64	9,137.61	56.75%
Medicare-ER	61130	2,900.00	116.12	1,978.45	68.22%
Unemployment Ins-Fed & State	61132	100.00	0.00	0.00	0.00%
Dental Expense	61135	2,400.00	193.29	1,739.61	72.48%
Health Insurance	61140	48,400.00	4,342.36	31,850.88	65.80%
Health Insurance -Retiree	61141	1,900.00	162.00	1,272.00	66.94%
Vision Ins	61145	400.00	15.71	125.68	31.42%
Workers Comp and EAP	61150	3,000.00	0.00	7,615.64	253.85%
Wellness Program	61155	500.00	0.00	0.00	0.00%
Educational Incentive Pay	61157	0.00	0.00	461.55	0.00%
Admin Leave	61175	0.00	0.00	10,845.12	0.00%
Auto Allowance	61180	5,400.00	207.70	3,485.90	64.55%
Office Supplies	62430	300.00	0.00	30.94	10.31%
Insurance-Liability	63620	51,000.00	0.00	50,946.72	99.89%
Membership Dues-Professional Org	64550	1,700.00	0.00	1,660.00	97.64%
Membership Dues-Government Agency	64552	700.00	0.00	0.00	0.00%
Travel Expenses	64610	1,000.00	600.00	604.19	60.41%
Total City Manager		338,400.00	14,242.82	244,922.77	72.38%
Finance	130				
ADP Payroll Fees	62310	8,500.00	0.00	7,657.78	90.09%
Bank Service Charges	62320	4,000.00	0.00	3,590.44	89.76%
Credit Card Fees	62321	5,000.00	0.00	3,208.95	64.17%
Accounting Software	62431	5,000.00	0.00	281.25	5.62%
Budget Software	62433	14,000.00	0.00	14,000.00	100.00%
Audit-General	63625	40,000.00	0.00	32,925.00	82.31%
Audit -Sales Tax	63626	5,000.00	0.00	0.00	0.00%
Actuarial Services	63627	4,500.00	0.00	1,550.00	34.44%
Accounting Services-RGS	63645	150,000.00	0.00	108,458.08	72.30%
Total Finance		236,000.00	0.00	171,671.50	72.74%
Legal	150				
Legal Services	63650	86,000.00	406.00	23,495.58	27.32%
Legal Advert	64560	2,300.00	0.00	1,703.74	74.07%
Misc Expenses	64580	1,000.00	0.00	0.00	0.00%
Total Legal		89,300.00	406.00	25,199.32	28.22%

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

100 - General Fund

From 2/1/2026 Through 2/28/2026

		FY 2026 Budget	February 2026 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Planning & Building Regulation	160				
Economic Development Services	63639	20,000.00	0.00	0.00	0.00%
Planning Services	63640	40,000.00	2,063.00	21,682.00	54.20%
Contract Services - Housing Element	63642	50,000.00	596.25	12,293.50	24.58%
Building Inspections Services	63648	32,400.00	5,768.48	40,293.69	124.36%
Engineering Services	63649	5,000.00	0.00	300.00	6.00%
Code Enforcement Services	63656	2,000.00	0.00	0.00	0.00%
Travel Expenses	64610	1,000.00	0.00	0.00	0.00%
Total Planning & Building Regulation		150,400.00	8,427.73	74,569.19	49.58%
Government Buildings	180				
Materials/Supply	62410	2,000.00	0.00	0.00	0.00%
Repair/Maintenance	63505	5,000.00	0.00	424.35	8.48%
Other Outside Services	63508	1,000.00	0.00	0.00	0.00%
Utilities - PG&E	63520	8,000.00	654.04	3,051.59	38.14%
Janitorial Services	63660	4,200.00	700.00	2,450.00	58.33%
Total Government Buildings		20,200.00	1,354.04	5,925.94	29.34%
Non-Departmental	190				
Materials/Supply	62410	500.00	0.00	177.78	35.55%
Insurance-Liability	63620	25,000.00	0.00	(4,091.10)	(16.36)%
Insurance-Property	63621	9,000.00	0.00	7,812.76	86.80%
Membership Dues-Professional Org	64550	500.00	0.00	500.00	100.00%
Membership Dues-Non Profit Agency Contrib	64551	15,000.00	0.00	13,575.00	90.50%
Membership Dues-Government Agency	64552	5,500.00	0.00	5,161.71	93.84%
Misc Expenses	64580	1,000.00	0.00	2,033.82	203.38%
S.M.I.P.	64930	200.00	0.00	198.58	99.29%
SB 1473	64940	100.00	0.00	66.37	66.37%
Total Non-Departmental		56,800.00	0.00	25,434.92	44.78%
Police	210				
Payroll	61105	1,167,800.00	34,973.45	609,696.55	52.20%
Overtime	61110	150,000.00	13,186.88	195,152.53	130.10%
Reserves Payroll	61120	95,000.00	8,123.54	91,794.19	96.62%
PERS UAL - After 06/30/18	61123	30,400.00	0.00	25,476.01	83.80%
PERS UAL-Before 06/30/2018	61124	111,000.00	0.00	115,906.99	104.42%
PERS Retirement	61125	163,000.00	5,126.37	82,956.81	50.89%
PERS 457 Expense	61126	32,400.00	1,200.00	18,450.00	56.94%
Medicare-ER	61130	17,400.00	992.03	14,489.94	83.27%
Social Security-ER	61131	1,000.00	0.00	234.61	23.46%
Unemployment Ins-Fed & State	61132	13,000.00	57.98	1,189.50	9.15%
Dental Expense	61135	16,200.00	1,155.26	9,237.60	57.02%
Health Insurance	61140	342,300.00	26,388.20	177,106.11	51.74%
Vision Ins	61145	2,500.00	199.97	1,205.24	48.20%
Workers Comp and EAP	61150	141,500.00	0.00	127,540.96	90.13%
Wellness Program	61155	5,000.00	500.00	3,772.04	75.44%
Educational Incentive Pay	61157	16,800.00	692.32	9,983.86	59.42%
Longevity Pay	61158	9,300.00	435.86	7,306.31	78.56%
Uniform Allowance	61160	10,000.00	0.00	6,000.00	60.00%
Admin Leave	61175	0.00	4,431.84	24,330.24	0.00%
Materials/Supply	62410	15,000.00	248.63	6,184.08	41.22%
Ammunition	62420	5,000.00	2,166.44	2,166.44	43.32%
Body Armor Vests	62422	1,500.00	0.00	3,281.38	218.75%
Office Supplies	62430	5,000.00	410.17	3,480.15	69.60%
Auto Operations - Supplies / Equip	62710	1,000.00	0.00	0.00	0.00%
Auto Operations - Fuel	62720	30,000.00	1,670.68	14,349.48	47.83%
Repair/Maintenance	63505	2,000.00	0.00	2,092.65	104.63%

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

100 - General Fund

From 2/1/2026 Through 2/28/2026

		FY 2026 Budget	February 2026 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Other Outside Services	63508	5,000.00	542.37	3,268.93	65.37%
Shredding Services	63509	1,000.00	98.67	745.88	74.58%
Utilities - PG&E	63520	8,000.00	645.06	3,103.57	38.79%
Telephone	63530	8,000.00	509.93	4,031.99	50.39%
Internet	63531	6,000.00	368.83	2,380.30	39.67%
Annual Maintenance-Records Mgmt Software	63537	5,000.00	4,912.00	4,912.00	98.24%
Record Management-Historical	63538	3,400.00	0.00	3,512.38	103.30%
Postage / Shipping	63540	500.00	0.00	234.10	46.82%
Training	63605	5,000.00	1,607.34	7,004.07	140.08%
Insurance-Liability	63620	290,200.00	0.00	286,763.68	98.81%
Insurance-Property	63621	9,000.00	0.00	7,812.75	86.80%
Insurance-Vehicles	63622	2,550.00	0.00	0.00	0.00%
Insurance-ADWRP	63624	0.00	0.00	829.00	0.00%
Audit-General	63625	5,000.00	0.00	0.00	0.00%
Actuarial Services	63627	2,500.00	0.00	1,550.00	62.00%
Professional Services	63628	12,000.00	0.00	0.00	0.00%
Contract Services - IT	63635	12,900.00	0.00	5,400.00	41.86%
Contract Services-Others	63637	4,200.00	353.61	2,978.94	70.92%
Legal Services	63650	3,800.00	0.00	1,730.30	45.53%
Janitorial Services	63660	4,200.00	700.00	2,450.00	58.33%
911-NGEN Phase II Upgrade	63664	7,000.00	0.00	0.00	0.00%
911-Radio Dispatch	63665	61,800.00	0.00	46,320.00	74.95%
911-Inform MDT Terminal Service	63666	1,000.00	0.00	0.00	0.00%
911-Notification System	63667	400.00	0.00	0.00	0.00%
911-NGEN O&M	63668	14,400.00	0.00	10,734.00	74.54%
911-NGEN Debt (Capital Fee)	63669	8,000.00	0.00	8,045.00	100.56%
Auto Repair/Maintenance	63730	23,000.00	440.80	13,651.54	59.35%
Parking & Admin Citations Services	63812	9,000.00	0.00	5,305.07	58.94%
Animal Regulation Fire	63820	500.00	0.00	0.00	0.00%
Fund Jail & Prisoner	63830	200.00	0.00	983.00	491.50%
ACJIS System	63840	9,000.00	0.00	2,432.51	27.02%
Software/Server Subscription	64310	22,700.00	108.00	19,067.44	83.99%
Computer Server	64318	0.00	0.00	(0.01)	0.00%
Personnel Recruit & Pre-Employment	64545	3,000.00	0.00	1,499.00	49.96%
Membership Dues-Professional Org	64550	9,000.00	0.00	5,235.48	58.17%
Membership Dues-Non Profit Agency Contrib	64551	500.00	0.00	500.00	100.00%
Membership Dues-Government Agency	64552	5,000.00	665.50	6,234.50	124.69%
Books and Periodicals	64565	900.00	0.00	430.96	47.88%
Printing / Publications	64575	2,000.00	0.00	0.00	0.00%
Misc Expenses	64580	1,000.00	0.00	2,121.30	212.13%
Travel Expenses	64610	13,000.00	996.64	5,540.83	42.62%
Principal-Motorola Lease-Cameras	65104	21,350.00	0.00	21,319.32	99.85%
Principal-Dell	65105	5,000.00	0.00	5,276.35	105.52%
Principal-Sunridge Records Mgmt	65106	8,500.00	0.00	0.00	0.00%
Interest-Sunridge Records Mgmt	65107	300.00	0.00	0.00	0.00%
Total Police		<u>2,998,900.00</u>	<u>113,908.37</u>	<u>2,046,787.85</u>	<u>68.25%</u>
Fire/Animal Control	220				
Fire Seaside	63810	243,300.00	60,928.25	121,856.50	50.08%
Total Fire/Animal Control		<u>243,300.00</u>	<u>60,928.25</u>	<u>121,856.50</u>	<u>50.08%</u>
Public Works/Streets	311				
Payroll	61105	87,800.00	3,374.40	56,496.80	64.34%
PERS UAL - After 06/30/18	61123	500.00	0.00	445.00	89.00%
PERS Retirement	61125	7,100.00	228.80	3,822.27	53.83%
Medicare-ER	61130	1,300.00	48.93	861.50	66.26%

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

100 - General Fund

From 2/1/2026 Through 2/28/2026

		FY 2026 Budget	February 2026 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Unemployment Ins-Fed & State	61132	100.00	0.00	91.01	91.01%
Dental Expense	61135	1,600.00	126.98	1,142.82	71.42%
Health Insurance	61140	37,200.00	3,340.28	25,254.94	67.88%
Vision Ins	61145	300.00	15.71	125.68	41.89%
Workers Comp and EAP	61150	1,500.00	118.45	3,663.80	244.25%
Wellness Program	61155	500.00	0.00	0.00	0.00%
Educational Incentive Pay	61157	1,200.00	46.15	774.55	64.54%
Materials/Supply	62410	10,000.00	264.10	5,723.95	57.23%
Office Supplies	62430	1,500.00	0.00	265.70	17.71%
Auto Operations - Supplies / Equip	62710	2,500.00	0.00	8.18	0.32%
Auto Operations - Fuel	62720	5,000.00	475.30	1,940.69	38.81%
Repair/Maintenance	63505	17,900.00	5,350.00	21,394.74	119.52%
Other Outside Services	63508	1,000.00	0.00	100.00	10.00%
Gabilan Crew	63515	3,000.00	0.00	0.00	0.00%
Utilities - PG&E	63520	5,000.00	10.19	3,197.78	63.95%
Utilities - Water	63525	5,000.00	641.05	4,328.21	86.56%
Telephone	63530	200.00	45.49	225.68	112.84%
Internet	63531	600.00	40.74	282.68	47.11%
Training	63605	2,000.00	32.34	758.69	37.93%
Insurance-Liability	63620	21,200.00	0.00	21,227.80	100.13%
Insurance-Vehicles	63622	5,000.00	0.00	4,766.00	95.32%
SB1383 Organics Waste Regs Services	63654	14,000.00	7,000.00	11,500.00	82.14%
Hazardous Waste Disposal	63655	500.00	0.00	0.00	0.00%
Auto Repair/Maintenance	63730	5,000.00	0.00	1,762.58	35.25%
Street Lighting	63910	0.00	0.00	1,630.59	0.00%
Printing / Publications	64575	1,300.00	0.00	0.00	0.00%
Storm Water Project - Phase 4	64920	15,000.00	8,759.46	17,652.00	117.68%
Equipment	66302	2,000.00	0.00	0.00	0.00%
Total Public Works/Streets		256,800.00	29,918.37	189,443.64	73.77%
Parks/Recreation	411				
Materials/Supply	62410	10,000.00	103.35	5,625.98	56.25%
Office Supplies	62430	1,000.00	0.00	106.23	10.62%
Repair/Maintenance	63505	20,000.00	2,945.00	14,242.18	71.21%
Utilities - Water	63525	3,500.00	563.17	4,020.17	114.86%
Contract Services - Consultant	63612	75,000.00	0.00	0.00	0.00%
Travel Expenses	64610	100.00	0.00	0.00	0.00%
Total Parks/Recreation		109,600.00	3,611.52	23,994.56	21.89%
Total Expenditures		5,178,300.00	261,423.11	3,405,983.42	65.77%
Net Revenues		(87,100.00)	69,541.88	85,708.74	(98.40)%
Other Financing Sources and Uses					
Non Department Specific	000				
Transfers Out to CIP	81003	(375,446.00)	0.00	(9,759.64)	2.59%
Total Non Department Specific		(375,446.00)	0.00	(9,759.64)	2.60%
Total Other Financing Sources and Uses		(375,446.00)	0.00	(9,759.64)	2.60%
Net Revenues After Other Financing Sources and Uses		(462,546.00)	69,541.88	75,949.10	

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

210 - Gas Tax Fund

From 2/1/2026 Through 2/28/2026

		FY 2026 Budget	February 2026 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Revenue					
Non Department Specific	000				
Gas Tax 2103	47010	15,000.00	1,036.05	10,155.63	67.70%
Gas Tax 2105	47020	10,100.00	750.28	6,444.80	63.80%
Gas Tax 2106	47030	9,200.00	746.68	6,018.07	65.41%
Gas Tax 2107	47040	13,700.00	1,016.43	8,701.31	63.51%
Gas Tax 2107.5	47050	1,000.00	0.00	1,000.00	100.00%
Total Non Department Specific		<u>49,000.00</u>	<u>3,549.44</u>	<u>32,319.81</u>	65.96%
Total Revenue		<u>49,000.00</u>	<u>3,549.44</u>	<u>32,319.81</u>	<u>65.96%</u>
Expenditures					
Public Works/Streets	311				
Street Sweeping	63510	12,070.00	0.00	0.00	0.00%
Street Lighting	63910	20,400.00	1,823.63	9,973.39	48.88%
Principal-PG&E	65751	2,550.00	210.83	1,475.81	57.87%
Total Public Works/Streets		<u>35,020.00</u>	<u>2,034.46</u>	<u>11,449.20</u>	32.69%
Total Expenditures		<u>35,020.00</u>	<u>2,034.46</u>	<u>11,449.20</u>	<u>32.69%</u>
Net Revenues		13,980.00	1,514.98	20,870.61	
Net Revenues After Other Financing Sources and Uses		<u>13,980.00</u>	<u>1,514.98</u>	<u>20,870.61</u>	

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

211 - SB1 Fund-RMRA

From 2/1/2026 Through 2/28/2026

		FY 2026 Budget	February 2026 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Revenue					
Non Department Specific	000				
SB 1 Funds	47777	<u>41,300.00</u>	<u>3,757.81</u>	<u>29,311.44</u>	<u>70.97%</u>
Total Non Department Specific		<u>41,300.00</u>	<u>3,757.81</u>	<u>29,311.44</u>	<u>70.97%</u>
Total Revenue		<u><u>41,300.00</u></u>	<u><u>3,757.81</u></u>	<u><u>29,311.44</u></u>	<u><u>70.97%</u></u>
Expenditures					
Saucito Rd & Work Ave Improvement Project	537				
Curb and Gutter Repair	66327	<u>24,046.50</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Saucito Rd & Work Ave Improvement Project		<u>24,046.50</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Rosita Emergency Repairs	539				
Curb and Gutter Repair	66327	<u>65,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Rosita Emergency Repairs		<u>65,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Expenditures		<u><u>89,046.50</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00%</u></u>
Net Revenues		(47,746.50)	3,757.81	29,311.44	(61.38)%
Other Financing Sources and Uses					
Non Department Specific	000				
Transfers Out to CIP	81003	<u>(13,550.00)</u>	<u>0.00</u>	<u>(13,550.00)</u>	<u>100.00%</u>
Total Non Department Specific		<u>(13,550.00)</u>	<u>0.00</u>	<u>(13,550.00)</u>	<u>100.00%</u>
Total Other Financing Sources and Uses		<u><u>(13,550.00)</u></u>	<u><u>0.00</u></u>	<u><u>(13,550.00)</u></u>	<u><u>100.00%</u></u>
Net Revenues After Other Financing Sources and Uses		<u><u>(61,296.50)</u></u>	<u><u>3,757.81</u></u>	<u><u>15,761.44</u></u>	

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

212 - Measure X Fund

From 2/1/2026 Through 2/28/2026

		FY 2026 Budget	February 2026 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Revenue					
Non Department Specific	000				
Measure X	47775	95,900.00	0.00	27,517.73	28.69%
Total Non Department Specific		95,900.00	0.00	27,517.73	28.69%
Total Revenue		<u>95,900.00</u>	<u>0.00</u>	<u>27,517.73</u>	<u>28.69%</u>
Expenditures					
Debt Service - Measure X	610				
Principal - Measure X Loan	65103	83,900.00	0.00	4,531.12	5.40%
Interest - Measure X	65203	12,000.00	0.00	22,986.61	191.55%
Total Debt Service - Measure X		95,900.00	0.00	27,517.73	28.69%
Total Expenditures		<u>95,900.00</u>	<u>0.00</u>	<u>27,517.73</u>	<u>28.69%</u>
Net Revenues		0.00	0.00	0.00	0.00%
Net Revenues After Other Financing Sources and Uses		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

214 - RSTP

From 2/1/2026 Through 2/28/2026

		FY 2026 Budget	February 2026 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Revenue					
Non Department Specific	000				
RSTP Funds	47776	<u>67,602.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Non Department Specific		<u>67,602.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Revenue		<u><u>67,602.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00%</u></u>
Net Revenues		67,602.00	0.00	0.00	0.00%
Other Financing Sources and Uses					
Non Department Specific	000				
Transfers Out to CIP	81003	<u>(67,602.00)</u>	<u>0.00</u>	<u>(67,600.00)</u>	<u>99.99%</u>
Total Non Department Specific		<u>(67,602.00)</u>	<u>0.00</u>	<u>(67,600.00)</u>	<u>100.00%</u>
Total Other Financing Sources and Uses		<u>(67,602.00)</u>	<u>0.00</u>	<u>(67,600.00)</u>	<u>100.00%</u>
Net Revenues After Other Financing Sources and Uses		<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>(67,600.00)</u></u>	<u><u>0.00%</u></u>

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

221 - FORA Habitat Management Fund

From 2/1/2026 Through 2/28/2026

		FY 2026 Budget	February 2026 Actual	FY 2026 YTD Actual	Percent Collected/Spent
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
Expenditures					
Planning & Building Regulation	160				
Contract Services - Habitat Management Plan	63646	<u>14,448.00</u>	<u>258.25</u>	<u>258.25</u>	<u>1.78%</u>
Total Planning & Building Regulation		<u>14,448.00</u>	<u>258.25</u>	<u>258.25</u>	<u>1.79%</u>
Total Expenditures		<u>14,448.00</u>	<u>258.25</u>	<u>258.25</u>	<u>1.79%</u>
Net Revenues		<u>(14,448.00)</u>	<u>(258.25)</u>	<u>(258.25)</u>	
Net Revenues After Other Financing Sources and Uses		<u>(14,448.00)</u>	<u>(258.25)</u>	<u>(258.25)</u>	

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

222 - FORA Land Development
From 2/1/2026 Through 2/28/2026

		FY 2026 Budget	February 2026 Actual	FY 2026 YTD Actual	Percent Collected/Spent
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
Expenditures					
Planning & Building Regulation	160				
Economic Development Services	63639	(2,031.00)	0.00	0.00	0.00%
Legal Services	63650	2,031.00	0.00	0.00	0.00%
Misc Expenses	64580	0.00	0.00	8,120.23	0.00%
Total Planning & Building Regulation		<u>0.00</u>	<u>0.00</u>	<u>8,120.23</u>	<u>0.00%</u>
Total Expenditures		<u>0.00</u>	<u>0.00</u>	<u>8,120.23</u>	<u>0.00%</u>
Net Revenues		0.00	0.00	(8,120.23)	0.00%
Net Revenues After Other Financing Sources and Uses		<u>0.00</u>	<u>0.00</u>	<u>(8,120.23)</u>	<u>0.00%</u>

City of Del Rey Oaks
Statement of Revenues and Expenditures

Item 3.

231 - BSCC-Officer Wellness & Mental Health Grant

From 2/1/2026 Through 2/28/2026

		<u>FY 2026 Budget</u>	<u>February 2026 Actual</u>	<u>FY 2026 YTD Actual</u>	<u>Percent Collected/Spent</u>
Expenditures					
Police	210				
Law Enforcement Wellness App	64314	<u>2,000.00</u>	<u>0.00</u>	<u>10,835.00</u>	<u>541.75%</u>
Total Police		<u>2,000.00</u>	<u>0.00</u>	<u>10,835.00</u>	<u>541.75%</u>
Total Expenditures		<u>2,000.00</u>	<u>0.00</u>	<u>10,835.00</u>	<u>541.75%</u>
Net Revenues		<u>(2,000.00)</u>	<u>0.00</u>	<u>(10,835.00)</u>	
Net Revenues After Other Financing Sources and Uses		<u><u>(2,000.00)</u></u>	<u><u>0.00</u></u>	<u><u>(10,835.00)</u></u>	

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

235 - Asset Forfeitures

From 2/1/2026 Through 2/28/2026

		<u>FY 2026 Budget</u>	<u>February 2026 Actual</u>	<u>FY 2026 YTD Actual</u>	<u>Percent Collected/Spent</u>
Revenue					
Police	210				
Police Grants & Other Reimbursements	47780	<u>0.00</u>	<u>0.00</u>	<u>1,846.26</u>	<u>0.00%</u>
Total Police		<u>0.00</u>	<u>0.00</u>	<u>1,846.26</u>	<u>0.00%</u>
Total Revenue		<u>0.00</u>	<u>0.00</u>	<u>1,846.26</u>	<u>0.00%</u>
Net Revenues		<u>0.00</u>	<u>0.00</u>	<u>1,846.26</u>	<u>0.00%</u>
Net Revenues After Other Financing Sources and Uses		<u>0.00</u>	<u>0.00</u>	<u>1,846.26</u>	<u>0.00%</u>

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

236 - Drug Enforcement Administration (DEA)

From 2/1/2026 Through 2/28/2026

		FY 2026 Budget	February 2026 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Revenue					
Police	210				
DEA Reimbursements	47782	46,128.26	0.00	12,112.68	26.25%
Total Police		46,128.26	0.00	12,112.68	26.26%
Total Revenue		46,128.26	0.00	12,112.68	26.26%
Expenditures					
Police	210				
Overtime-DEA	61111	46,128.26	546.12	32,877.91	71.27%
Total Police		46,128.26	546.12	32,877.91	71.27%
Total Expenditures		46,128.26	546.12	32,877.91	71.27%
Net Revenues		0.00	(546.12)	(20,765.23)	0.00%
Net Revenues After Other Financing Sources and Uses		0.00	(546.12)	(20,765.23)	0.00%

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

260 - CDBG Fund

From 2/1/2026 Through 2/28/2026

		FY 2026 Budget	February 2026 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Revenue					
Parks/Recreation	411				
CDBG Grant	47765	90,000.00	0.00	0.00	0.00%
Total Parks/Recreation		90,000.00	0.00	0.00	0.00%
Total Revenue		90,000.00	0.00	0.00	0.00%
Expenditures					
Parks/Recreation	411				
Park Improvements	66420	90,000.00	0.00	0.00	0.00%
Total Parks/Recreation		90,000.00	0.00	0.00	0.00%
Total Expenditures		90,000.00	0.00	0.00	0.00%
Net Revenues		0.00	0.00	0.00	0.00%
Net Revenues After Other Financing Sources and Uses		0.00	0.00	0.00	0.00%

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

301 - Capital Projects

From 2/1/2026 Through 2/28/2026

		FY 2026 Budget	February 2026 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Expenditures					
Vehicle Replacement	533				
Vehicle Replacement	66735	90,000.00	0.00	0.00	0.00%
Total Vehicle Replacement		90,000.00	0.00	0.00	0.00%
Saucito Rd & Work Ave Improvement Project	537				
Repairs and Improvements	66322	81,150.00	0.00	81,150.00	100.00%
Total Saucito Rd & Work Ave Improvement Project		81,150.00	0.00	81,150.00	100.00%
City Hall Facility Repairs & Upgrades	541				
Repairs and Improvements	66322	20,000.00	0.00	7,373.64	36.86%
Total City Hall Facility Repairs & Upgrades		20,000.00	0.00	7,373.64	36.87%
Council Chamber Technology Project	542				
Technology Upgrades	66323	5,000.00	0.00	0.00	0.00%
Total Council Chamber Technology Project		5,000.00	0.00	0.00	0.00%
PD Radio Replacement	543				
PD Radio Replacement	66736	20,000.00	0.00	0.00	0.00%
Total PD Radio Replacement		20,000.00	0.00	0.00	0.00%
Technology Replacement	544				
Technology Replacement	66324	3,000.00	0.00	0.00	0.00%
Total Technology Replacement		3,000.00	0.00	0.00	0.00%
City Hall Sewer Upgrades	545				
City Hall Sewer Upgrades	66426	40,000.00	0.00	0.00	0.00%
Total City Hall Sewer Upgrades		40,000.00	0.00	0.00	0.00%
City Hall Chamber Renovations	546				
City Hall Chamber Renovations	66427	50,000.00	0.00	0.00	0.00%
Total City Hall Chamber Renovations		50,000.00	0.00	0.00	0.00%
City Hall Fence Replacement	547				
City Hall Fence Replacement	66428	20,000.00	0.00	0.00	0.00%
Total City Hall Fence Replacement		20,000.00	0.00	0.00	0.00%
City Hall Parking Lot Improvements	548				
City Hall Parking Lot Impvts	66429	167,446.00	0.00	6,396.00	3.81%
Total City Hall Parking Lot Improvements		167,446.00	0.00	6,396.00	3.82%
Adair Stairs Repairs	549				
Adair Stairs Repairs	66430	15,000.00	0.00	0.00	0.00%
Total Adair Stairs Repairs		15,000.00	0.00	0.00	0.00%
Del Rey Oaks Garden Center	550				
Repair/Maintenance	63505	0.00	0.00	2,386.00	0.00%
Total Del Rey Oaks Garden Center		0.00	0.00	2,386.00	0.00%
Total Expenditures		511,596.00	0.00	97,305.64	19.02%
Net Revenues		(511,596.00)	0.00	(97,305.64)	19.02%
Other Financing Sources and Uses					
Vehicle Replacement	533				
Transfers In from GF	82003	90,000.00	0.00	0.00	0.00%
Total Vehicle Replacement		90,000.00	0.00	0.00	0.00%
Saucito Rd & Work Ave Improvement Project	537				
Transfers In from RSTP	82006	67,602.00	0.00	67,600.00	99.99%
Transfers In from SB1-RMRA	82007	13,550.00	0.00	13,550.00	100.00%
Total Saucito Rd & Work Ave Improvement Project		81,152.00	0.00	81,150.00	100.00%
City Hall Facility Repairs & Upgrades	541				
Transfers In from GF	82003	20,000.00	0.00	7,373.64	36.86%
Total City Hall Facility Repairs & Upgrades		20,000.00	0.00	7,373.64	36.87%
Council Chamber Technology Project	542				

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

301 - Capital Projects

From 2/1/2026 Through 2/28/2026

		FY 2026 Budget	February 2026 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Transfers In from GF	82003	<u>5,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Council Chamber Technology Project		5,000.00	0.00	0.00	0.00%
PD Radio Replacement	543				
Transfers In from GF	82003	<u>20,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total PD Radio Replacement		20,000.00	0.00	0.00	0.00%
Technology Replacement	544				
Transfers In from GF	82003	<u>3,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Technology Replacement		3,000.00	0.00	0.00	0.00%
City Hall Sewer Upgrades	545				
Transfers In from GF	82003	<u>40,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total City Hall Sewer Upgrades		40,000.00	0.00	0.00	0.00%
City Hall Chamber Renovations	546				
Transfers In from GF	82003	<u>50,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total City Hall Chamber Renovations		50,000.00	0.00	0.00	0.00%
City Hall Fence Replacement	547				
Transfers In from GF	82003	<u>20,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total City Hall Fence Replacement		20,000.00	0.00	0.00	0.00%
City Hall Parking Lot Improvements	548				
Transfers In from GF	82003	<u>167,446.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total City Hall Parking Lot Improvements		167,446.00	0.00	0.00	0.00%
Adair Stairs Repairs	549				
Transfers In from GF	82003	<u>15,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Adair Stairs Repairs		15,000.00	0.00	0.00	0.00%
Del Rey Oaks Garden Center	550				
Transfers In from GF	82003	<u>0.00</u>	<u>0.00</u>	<u>2,386.00</u>	<u>0.00%</u>
Total Del Rey Oaks Garden Center		0.00	0.00	2,386.00	0.00%
Total Other Financing Sources and Uses		<u>511,598.00</u>	<u>0.00</u>	<u>90,909.64</u>	<u>17.77%</u>
Net Revenues After Other Financing Sources and Uses		<u>2.00</u>	<u>0.00</u>	<u>(6,396.00)</u>	

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

321 - SBR Engineering Fund
From 2/1/2026 Through 2/28/2026

		FY 2026 Budget	February 2026 Actual	FY 2026 YTD Actual	Percent Collected/Spent
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
Expenditures					
SBR Contract-Engineering & Others	518				
Contract Services - Engineering	63611	423,075.00	0.00	12,322.70	2.91%
Total SBR Contract-Engineering & Others		<u>423,075.00</u>	<u>0.00</u>	<u>12,322.70</u>	<u>2.91%</u>
Total Expenditures		<u>423,075.00</u>	<u>0.00</u>	<u>12,322.70</u>	<u>2.91%</u>
Net Revenues		(423,075.00)	0.00	(12,322.70)	
Net Revenues After Other Financing Sources and Uses		<u>(423,075.00)</u>	<u>0.00</u>	<u>(12,322.70)</u>	

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

331 - FHA Grant Fund

From 2/1/2026 Through 2/28/2026

		FY 2026 Budget	February 2026 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Revenue					
Non Department Specific	000				
FHWA Grant	47523	543,400.00	0.00	501,655.54	92.31%
Total Non Department Specific		543,400.00	0.00	501,655.54	92.32%
Total Revenue		543,400.00	0.00	501,655.54	92.32%
Expenditures					
Rosita Emergency Repairs	539				
Contract Services - Engineering	63611	4,019.19	0.00	1,421.00	35.35%
Road Construction	66411	48,806.78	0.00	0.00	0.00%
Total Rosita Emergency Repairs		52,825.97	0.00	1,421.00	2.69%
Total Expenditures		52,825.97	0.00	1,421.00	2.69%
Net Revenues		490,574.03	0.00	500,234.54	
Net Revenues After Other Financing Sources and Uses		490,574.03	0.00	500,234.54	

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

332 - FEMA & OES

From 2/1/2026 Through 2/28/2026

		FY 2026 Budget	February 2026 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Expenditures					
City Hall Facility Repairs & Upgrades	541				
Repairs and Improvements	66322	4,853.09	0.00	0.00	0.00%
Total City Hall Facility Repairs & Upgrades		4,853.09	0.00	0.00	0.00%
Total Expenditures		4,853.09	0.00	0.00	0.00%
Net Revenues		(4,853.09)	0.00	0.00	0.00%
Net Revenues After Other Financing Sources and Uses		(4,853.09)	0.00	0.00	0.00%

**City of Del Rey Oaks
Encumbrance Summary
Balance as of 02/28/2026**

Vendor Name	PO Number	Encumbrance Description	Enc Date	Encumbrance Amount	Current Balance	Fund Code	Dept-Project Code	GL Code
Access Monterey Peninsula, Inc.	PO2526-36	Video operators to produce, broadcast, record and live stream DRO meetings	7/1/2025	7,200.00	6,600.00	100	111	63508
CHAVAN AND ASSOCIATES, LLP	PO2526-37	City Audit Services FY 2026	7/1/2025	40,000.00	11,465.00	100	130	63625
				5,000.00	5,000.00			
				<u>45,000.00</u>	<u>16,465.00</u>			
Dell Financial Services LLC	PO2526-38	Power Edge R660xs Server	8/26/2025	5,276.35	0.01	100	210	64318
G.P.S. SOLUTIONS	PO2526-39	FY25/26 Plan Checking & Building Inspection Services	7/1/2025	54,849.28	22,106.31	100	160	63648
MONTEREY BAY TECHNOLOGIES, INC.	PO2526-41	FY25/26 IT Services Retainer	7/1/2025	9,000.00	5,400.00	100	111	63635
MONTEREY BAY TECHNOLOGIES, INC.	PO2526-41	FY25/26 IT Services Retainer	7/1/2025	9,000.00	5,400.00	100	210	63635
	Total PO2526-41	FY25/26 IT Services Retainer	7/1/2025	<u>18,000.00</u>	<u>10,800.00</u>			
SMITH & ENRIGHT LANDSCAPING, INC	PO2526-42	FY25-26 Weekly Landscape Maintenance	8/26/2025	16,680.00	8,980.00	100	411	63505
FENTON & KELLER	PO2526-44	FY25/26 Legal Services	7/1/2025	80,000.00	60,847.17	100	150	63650
FENTON & KELLER	PO2526-44	FY25/26 Legal Services	7/1/2025	3,000.00	1,269.70	100	210	63650
	Total PO2526-44	FY25/26 Legal Services	7/1/2025	<u>83,000.00</u>	<u>62,116.87</u>			
REGIONAL GOVERNMENT SERVICES	PO2526-45	FY25/26 Accounting Services	9/11/2025	150,000.00	41,541.92	100	130	63645
CITY OF SEASIDE	PO2526-46	FY 25/26 Fire Protection	7/1/2025	243,713.00	121,856.50	100	220	63810
County of Monterey	PO2526-47	FY25/26 9-1-1 Dispatch & Related Services	7/1/2025	46,360.00	15,480.00	100	210	63665
County of Monterey	PO2526-47	FY25/26 9-1-1 Dispatch & Related Services	7/1/2025	10,822.00	3,666.00	100	210	63668
County of Monterey	PO2526-47	FY25/26 9-1-1 Dispatch & Related Services	7/1/2025	315.00	0.00	100	210	63669
	Total PO2526-47	FY25/26 9-1-1 Dispatch & Related Services	7/1/2025	<u>57,497.00</u>	<u>19,146.00</u>			
MONTEREY PENINSULA ENGINEERING,	PO2526-48	Slurry & restriping of the road and intersection	7/1/2025	35,000.00	35,000.00	211	539	66327
DENISE DUFFY & ASSOCIATES	PO2526-52	Task 772 Former Fort Ord Planning	7/1/2025	5,000.00	612.00	100	160	63640
DENISE DUFFY & ASSOCIATES	PO2526-53	Task 776 Planning & Consulting	7/1/2025	30,000.00	15,856.00	100	160	63640
DENISE DUFFY & ASSOCIATES	PO2526-54	Task 779-D Adoption & Finalization HCD	7/1/2025	7,000.00	4.50	100	160	63642
DENISE DUFFY & ASSOCIATES	PO2526-55	Task 779-E Housing Element Implementation	7/1/2025	43,000.00	37,702.00	100	160	63642
DENISE DUFFY & ASSOCIATES	PO2526-56	Task 782 Habitat Management Plan	7/1/2025	30,000.00	29,741.75	221	160	63646
DENISE DUFFY & ASSOCIATES	PO2526-57	Task 4 - Project 2024-40 South Boundary Road Realignment	7/1/2025	90,500.00	88,110.30	321	518	63611
Whitson Engineers	PO2526-59	SBR Engineering - Contract Services	7/1/2025	320,000.00	310,067.00	321	518	63611
JAMES DE CHALK	PO2526-60	Janitorial Services	12/16/2025	4,900.00	2,100.00	100	180	63660
			12/16/2025	4,900.00	2,100.00	100	210	63660
				<u>9,800.00</u>	<u>4,200.00</u>			
City of Seaside	PO2526-61	Street Sweeping	9/3/2025	12,068.16	12,068.16	210	311	63510
Coronado	PO2526-62	Mobile Car Repairs	12/16/2025	13,342.97	11,405.59	100	210	63730
Coronado	PO2526-62	Mobile Car Repairs	12/16/2025	1,133.17	1,133.17	100	311	63730
				<u>14,476.14</u>	<u>12,538.76</u>			
Neil Engineering	PO2526-63	Engineering Services	10/1/2025	25,000.00	18,604.00	301	548	66429
Monterey Regional	PO2526-64	FY 2026 SB1383 Implementation	7/1/2025	14,000.00	7,000.00	100	311	63654
Report Balance				\$ 1,371,859.93	\$ 881,117.08			



CITY OF DEL REY OAKS

650 CANYON DEL REY BLVD., DEL REY OAKS, CALIFORNIA 93940
PHONE (831) 394-8511 FAX (831) 394-6421

DATE: March 24, 2026

TO: Honorable Mayor and Council Members

FROM: Denise Duffy, City Planning Consultant

PURPOSE: **2025 Annual Progress Report on the General Plan and Housing Element - Consent Agenda Item**

Annual Progress Report: Government Code Section 65400(a)(2)(A) requires each City and County to provide an annual progress report to the California Department of Housing and Community Development (HCD) and Governor’s Office of Land Use and Climate Innovation (LCI) on the status of the General Plan and progress in implementation of housing policies and programs since the previous reporting year. The primary purpose of this reporting is to detail the progress each jurisdiction has made in meeting the jurisdiction’s share of regional housing needs allocation (RHNA) determined pursuant to Government Code Section 65584, as well as updates on local efforts to remove governmental constraints to the maintenance, improvement, and development of housing pursuant to Government Code Section 65583(c)(3) (Id. at § 65400(a)(2)(B)). The timing and general requirements of the General Plan Annual Progress Report (APR) and Housing Element APR are addressed below. The 2025 Annual Progress Report is included as **Attachment 1**.

Requirements and Timing: The annual progress reports must be submitted by April 1st of each year.¹ Jurisdictions report on a calendar-year basis (January 1 through December 31). There is no standardized format for the preparation of an APR for the General Plan. The form and content of the report may vary based on the circumstances, resources, and constraints of each jurisdiction. The City has prepared and submitted these reports annually.

2025 General Plan Annual Progress Report: The APR considers both the City’s General Plan and Housing Element, as required by State law. An APR is meant to review progress in implementing programs, and is not meant for a full General Plan review of individual policies or programs, or an assessment of the adequacy of the adopted programs. The assessment notes how or if a policy was implemented during the reporting period (i.e., a description of any current or past year’s activities that were completed for implementation of a cited program). The APR notes if any progress or implementation actions were taken related to the General Plan programs. General Plan reporting in past years provided a comprehensive review of progress made on the City General Plan, including comprehensive listings of individual General Plan programs categorized by element, rather than individual details of each General Plan policy or program.

¹ The 2025 APR incorporates the adopted 2024 APR submitted to the Governor’s Office of Planning and Research (OPR). Effective July 1, 2024, OPR was renamed the Governor’s Office of Land Use and Climate Innovation (LCI).

The most recent General Plan APR, adopted by the City Council in March 2025, continues to be applicable to this current APR reporting period. No changes were significant between the two reporting years in terms of General Plan implementation (other than adoption of the 6th Cycle Housing Element as reported below). The Planning Commission and City Council considered the APR and recommended approval of the APR for submittal to HCD by the April 1, 2025, requirement. No major implementation of policies and programs have been identified for the reporting year 2025 related to General Plan implementation. The City focused efforts on the development of Housing Element Programs, particularly updates to the adopted Housing Element for the City.

2025 Housing Element Annual Progress Report: Each jurisdiction (city council or board of supervisors) must also prepare and submit an APR on the jurisdiction's status and progress in implementing its Housing Element (Government Code Section 65400). Each jurisdiction's Housing Element APR covers the previous calendar year (January 1 to December 31, 2025) and is submitted to HCD and LCI by April 1st of each year.

The purpose of the APR is to provide information regarding local agency progress in meeting its share of RHNA and removing governmental constraints to the development of housing pursuant to Government Code Section 65583(c)(3). The report focuses on progress made since the last reporting period (or calendar year 2025). The City adopted the 6th Cycle Housing Element on August 7, 2025, and State HCD certified the Housing Element on August 26, 2025. This APR considers the certified programs in the adopted 6th Cycle Housing Element Update to report progress in implementation of these programs during 2025.

On February 11, 2026, the Planning Commission convened a public hearing to discuss the Draft 2025 Annual Progress Report. During the meeting, no public comments were received. The Planning Commission emphasized the need to review the current General Plan and update the Zoning Ordinance. There were no requests for comments or changes regarding the Annual Progress Report. The Commission unanimously recommended that the City Council approve the Draft 2025 Annual Progress Report.

Consent Agenda Item for City Council:

Approve attached Resolution 2026-05 and direct submittal of the 2025 Annual Report to HCD/LCI.

Attachments:

1. City of Del Rey Oaks 2025 General Plan Annual Progress Report including Attachment A (Housing Element Progress Table) and Attachment B (No Net Loss Compliance Report)

Resolution No. 2026-05

Resolution of the City Council of the City of Del Rey Oaks, California, Approving the 2025 Annual Progress Report on the Implementation of the General Plan

Whereas, the State of California requires non-charter cities and counties to have adopted a General Plan to provide guidance and direction for development activities; and,

Whereas, the City of Del Rey Oaks current General Plan was adopted in December 1998, Resolution No. 98-20; and updated in August 2025 with the adoption of the 6th Cycle Housing Element Update and Resolution 2025-14;

Whereas, the General Plan contains the seven State-required elements, and one additional element as follows: Land Use Element, Circulation Element, Public Services Element, Parks and Recreation Element, Open Space/Conservation Element, Noise Element, Implementation Element, and Housing Element; and,

Whereas, each element of the General Plan concludes with a set of implementation actions and programs that are intended to carry out a policy and achieve specific objectives; and,

Whereas, California Government Code Section 65400(a)(2)(A) requires the City to annually prepare a report regarding the status of the City's General Plan and progress in its implementation ("report"); and,

Whereas, California Government Code Section 65400(a)(2)(B) requires the City to include in the report the City's progress in meeting its share of regional housing needs; and

Whereas, California Government Code Section 65400(a)(2)(F) requires the City to include in the report an assessment of the degree to which the General Plan complies with the guidelines developed and adopted pursuant to Section 65040.2 and the date of the last revision to the General Plan; and,

Whereas, California Government Code Section 65400(a)(2) requires the City to submit the report to the Housing and Community Development Department ("HCD") and Governor's Office of Land Use and Climate Innovation ("LCI") by April 1 of each year; and

Whereas, the Planning Commission scheduled a public meeting on the 2025 General Plan and Housing Element Annual Report ("Annual Progress Report") for February 11, 2026, where all interested persons had an opportunity to be heard; and

Whereas, the Planning Commission recommended the City Council forward the Annual Progress Report to the HCD by unanimous vote; and

Whereas, the City Council considered the Annual Progress Report with the entire administrative record, including the staff reports, the contents of the Annual Report, a copy of which is attached hereto as **Attachment A**, and oral and written testimony from interested persons.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DEL REY OAKS AS FOLLOWS:

SECTION 1. That the City of Del Rey Oaks has completed the 2025 Annual Progress Report as required by California Government Code section 65400.

SECTION 2. That the 2025 Annual Progress Report provided is found to be consistent with the suggested content by the State Guidelines and is hereby accepted.

SECTION 3. That the City Council hereby directs the City Manager is hereby authorized and directed to submit the 2025 Annual Progress Report to HCD and LCI.

APPROVED AND ADOPTED by the City Council of the City of Del Rey Oaks at a regular meeting held on the 24th day of March 2026.

Ayes: Council Members:

Noes: Council Members:

Absent: Council Members:

City of Del Rey Oaks, California

Scott Donaldson, Mayor

Attest:

Karen Minami, City Clerk
City of Del Rey Oaks

Attachment 1
City of Del Rey Oaks
2025 General Plan Annual Progress Report



CITY OF DEL REY OAKS

650 CANYON DEL REY BLVD., DEL REY OAKS, CALIFORNIA 93940
PHONE (831) 394-8511 FAX (831) 394-6421

City of Del Rey Oaks 2025 General Plan Annual Progress Report February 11, 2025

Annual Progress Report

1.0 Introduction and Summary

Government Code Section 65400 requires Del Rey Oaks (City) to prepare an annual report on the status of the City's General Plan (Plan) and progress in its implementation (2025 General Plan Annual Progress Report). This Annual Progress Report (APR) must be provided to the Department of Housing and Community Development (HCD) and Office of Land Use and Climate Innovation (LCI), formerly the Governor's Office of Planning and Research (OPR). The APR supplies a means to monitor the success of implementing the General Plan and determine if changes are needed in the Plan or in the implementation of its programs. The APR also provides information on the City's progress in meeting its share of regional housing needs allocation (RHNA) and summarizes the degree to which the General Plan complies with statutory requirement pursuant to Government Code Section 65040.2.

The format and content of this Annual Progress Report was prepared in accordance with the State's submittal requirements under California Government Code Section 65400. This General Plan Annual Progress Report is a reporting document and does not create or alter policy. The content is provided for informational purposes only and is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15306. The APR is meant as a progress document, with reporting required to be completed each year on the previous calendar-year (January 1 through December 31).

Updates: The City General Plan was last updated in August 2025, with the adoption of the 6th Cycle Housing Element.² The original City General Plan was adopted in 1988. An update to the General Plan was approved in 1997 for lands within the former Fort Ord. This update approved land use designations and policies for the City's lands within City areas of former Fort Ord. The current General Plan contains policies and programs from the original General Plan, as well as policies from the 1997 General Plan Update for the former Fort Ord area. The current General Plan also includes the adopted and State certified 2025 6th Cycle Housing Element Update. The major 2025 General Plan revision was an amendment adopting the 6th Cycle Housing Element Update on August 7, 2025 (Resolution No. 2025-14). The General Plan has had no other updates during this reporting year (2025).

² The General Plan was also updated in 2023 with the 5th Cycle Update to the Housing Element. This included amending the land use designations within the City owned portions of former Fort Ord to allow residential uses to meet regional housing needs.

2.0 APR Reviews

An APR is meant to address the progress the City has made towards implementing the actions of the General Plan. Although no major updates to the City General Plan have occurred over the years, the City has conducted annual reviews of the City's policies in the past – most recently in 2022 and 2023 reporting years.

The Planning Commission and City Council each held a public meeting to consider the implementation and amendments to the City's General Plan updates prior to submitting each APR for the City of Del Rey Oaks to the State. The major 2023 General Plan revision reported in the 2024 APR was amending the land use designations within the City owned portions of former Fort Ord to allow residential uses to meet regional housing needs. The last General Plan APR (2024) was considered by the Planning Commission and City Council in March 2025. At the March 25, 2025, City Council Meeting, the Council authorized submittal of the 2024 APR to OPR (now LCI) and HCD.

3.0 General Plan Implementation Progress

Aside from the adoption of the 6th Cycle Housing Element in August 2025, the General Plan has had no other updates during this reporting year (2025). There has not been any major change in policies to the General Plan nor any substantial change since the 2023 APR was submitted to HCD/OPR (now LCI), other than noted above. Note: the purpose of the APR is a report on progress toward implementation of policies and programs. An APR is not meant as a refinement or revision to the City's General Plan.

However, general discussion on General Plan implementation and previous City comments on the General Plan are highlighted below:

- The General Plan includes several overall concepts/policies that are still current and compatible with the current vision and quality of life values of the City.
- The City has worked to progressively implement some of the policies outlined in each element of the City's General Plan, but the General Plan document needs updating in certain areas.
- In addition, Planning Commissioners and City Council members expressed support for adding policies related to climate change and to further consider those policies related to potential future development, particularly for housing and affordable housing availability. (Many of the affordable housing considerations are now incorporated into the adopted 2025 6th Cycle Housing Element.)
- The City's General Plan policies need a comprehensive update; the Planning Commission and City Council affirm this need in their comments on the APR in previous annual reporting sessions.
- The City has consistently reviewed the policy areas during annual meetings on the APR. In these meetings, the City identified policies that need updating, and noted additional steps would be needed to effectuate the General Plan more fully, or to update policies and programs related to issues facing the City today. Specific policy updates would be able to address current issues related to traffic, water, and land use.
- The Planning Commission expressed support for continuing review of the General Plan policies as part of future efforts to update the General Plan. This is consistent with City Council comments in previous reporting years.

4.0 Housing Element Implementation Progress

The City completed the 6th Cycle Housing Element Update and adopted the 6th Cycle Housing Element Update in August 2025, as required by Government Code Section 65580 et seq. The Housing Element is a multi-year housing plan for the 6th Planning Cycle, 2023-2031 planning period. The City revised the 6th Cycle Housing Element Update to meet HCD requirements. The City held numerous workshops on the Housing Element updates prior to adoption in 2025 and adopted required rezoning and General Plan updates to allow housing in sites considered suitable during 2023. Additional hearings and updates on the Housing Element were conducted in 2024 and 2025 to discuss HCD comments on the 6th Cycle Housing Element and consider revisions to the programs. Although there was activity on many of the programs, no major implementation actions for the City Housing Element occurred in 2025 as the City focused on completion of required program revisions and updates. The City received a letter from State HCD on August 26, 2025, documenting certification of the 6th Cycle Housing Element.

Attachment A identifies the progress during 2025 on implementation of the Housing Element programs. As shown in **Attachment A**, the City adopted a Housing Element Update in August 2025. This APR uses the adopted programs in the 2025 certified Housing Element to report on progress in implementation of these programs during 2025. **Attachment A** also includes an outline of the 6th Cycle Housing Element Update review and adoption process and progress toward certification conducted in 2025. **Attachment B** provides a report on the City's compliance with State "No Net Loss" Requirements as specified in adopted Housing Element Program A.4: Monitoring of Residential Capacity.

5.0 APR 2025

Public meetings at the Planning Commission and City Council allow for public input into the process prior to the APR report approval and submittal of the APR to the State.

This 2025 APR incorporates this report and the following attachments to be submitted to HCD on Housing Element Program status; these documents collectively represent the APR review as required for the 2025 APR.

Attachment

- A. HCD Housing Element APR Program Implementation
- B. Staff Report – Compliance with State "No Net Loss" Requirements – Program A.4: Monitoring of Residential Capacity

Attachment A
City of Del Rey Oaks 2025 Housing Element Annual Progress Report (HE APR) *

** Note: Programs reflect the City adopted and certified August 2025 Housing Element in effect as of certification by HCD on August 26, 2025.*

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation*

**The City focused on program revisions and updates related to completion of the 6th Cycle Housing Element Update (HEU) for the first 8 months of 2025. The City received a letter from State HCD on August 26, 2025, documenting certification of the HEU and the City now has a compliant 6th Cycle Housing Element.*

Jurisdiction	Del Rey Oaks		
Reporting Year	2025	(Jan. 1 - Dec. 31)	
ATTACHMENT TO DEL REY OAKS ANNUAL PROGRESS REPORT			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
Program A.1 Accommodate the City's RHNA	Allow residential uses as an allowed use for Site 1 and Site 1a. Confirm adequate area is available for meeting RHNA.	Report to City Council to confirm an adequate area is available for meeting RHNA on a regular basis; report due by end of first quarter yearly.	The City has adequate residentially zoned land with minimum density of 20-25 units per acre to fully address the 6th Cycle RHNA and the unaccommodated need from previous cycles , as reported in the 2024 APR (April 1, 2025) and in the adopted and certified August 2025 HEU, Chapter 3.0. Also see the No Net Loss report documenting adequate area remains for meeting RHNA (See Program A.4 and Attachment B to this APR).
Program A.2 Develop Mixed Use Zoning Designation	Identify potential areas for mixed use, both in the former Fort Ord areas and in commercial sites defined by the City, where a mixed-use designation would be appropriate.	Identify locations and report on Mixed Use areas to Planning Commission and City Council in 2025 for 6th Cycle.	2024 APR (April 1, 2025) and 2025 Certified HEU identified sites for mixed zoning; revised program shows locations of sites. (August 2025, Chapter 3.0). No other formal reports on available sites for mixed use designation or revisions to zoning designation to allow multi-family /mixed use were completed. APR confirms adequate area is available for meeting RHNA.
Program A.3 Small Lot Residential in New Subdivisions	Amend the General Plan and Zoning Ordinance to allow small lot Planned Unit Developments (PUD) consisting of individual lots that utilize	By end of 2025, beginning of 2026 Identify 5 sites for small lot PUD with a capacity of at least 5 total housing units.	Not needed to meet RHNA; APR confirms adequate area is available for meeting RHNA. The 2025 HEU identifies sites and areas for residential development but since the HCD certified the HEU in August 2025, no specific areas for PUDs or adopted amendments have been completed. Although there was activity on many of the programs, no major implementation actions for General Plan amendments or zoning amendment from programs for the City Housing Element occurred in 2025, as the City focused on completion of required program revisions and updates to achieve HCD certification.

	<p>Traditional Neighborhood Design techniques.</p>		
<p>Program A.4 Monitoring of Residential Capacity (No Net Loss)</p>	<p>The City shall monitor the development of residential and mixed-use sites included in the inventory to ensure an adequate inventory continues to be available to meet the City’s RHNA obligations by income level, consistent with the No Net Loss requirements in Government Code Section 65863.</p>	<p>By the end of 2025, establish a formal procedure to comply with SB 166 (No Net Loss). If additional sites (such as additional sites in the former Fort Ord identified as buffer areas in the City’s Housing Element) are required to replenish the sites inventory, the sites shall be rezoned within 180 days when a shortfall in RHNA capacity is identified.</p> <p>Annually review progress and effectiveness.</p>	<p>See Attachment B for procedural compliance.</p> <p>The City continues to monitor the availability of Sites 1 and 1a to ensure adequate area to accommodate RHNA. Should a project result in a shortfall in sites, the City will address the No Net Loss requirements by identifying additional sites to replenish the candidate sites inventory in accordance with State law within 180 days.</p> <p>Attachment B to this APR describes the City’s continued compliance with “No Net Loss” requirements. This report is meant to be provided annually to the City Council, consistent with requirements of this program. No additional sites are needed.</p>
<p>Program B.1 Develop Inclusionary and Affordable Housing Requirements</p>	<p>Ensure affordable housing requirements through adoption of an Inclusionary and Affordable Housing Ordinance that will require new residential development or redevelopment in the City to meet the City’s RHNA requirements as identified in the AMBAG RHNA.</p>	<p>Assess a variety of inclusionary housing programs in 2024 and report to the City Council by end of 2025, beginning of 2026.</p> <p>By the end of 2025, the City will require development agreements or adopt an inclusionary housing policy to ensure development of affordable housing.</p>	<p>The City worked with a selected developer for former Fort Ord Sites 1 and 1a with a requirement of 20% minimum affordability and reviewed a variety of inclusionary housing programs in 2024/2025, during research and development of the HEU. The City approved an Exclusive Right to Negotiate (ERN) with a developer in 2024. The ERN language addresses development milestones and requirements for the development of parcels, including plans for affordable housing.</p> <p>City Manager and City Economic consultant considered the preferred use of developer agreement over adoption of ordinance or other method for compliance.</p> <p>City programs are on track and continue to meet the City’s RHNA requirements. No major implementation actions for General Plan amendments or zoning amendment programs from the City Housing Element occurred in 2025, as the City focused on achieving HEU compliance on approval on individual programs that were needed prior to implementation.</p>
<p>Program B.2 Facilitate Affordable Housing for All Income Levels</p>	<p>Seek funding opportunities to encourage affordable housing during the 6th</p>	<p>Actively seek funding opportunities to increase the supply of affordable housing for lower income</p>	<p>This program is an ongoing action, consistent with the City recently adopted 6th Cycle Housing Element. The City worked with AMBAG in 2025 on funding opportunities for potential additional REAP funding for furthering affordable housing; the City work is ongoing to identify funding sources and encouraging developers to apply for available funds; however, funding sources are limited. The City met with</p>

	<p>Cycle planning period.</p>	<p>households, analyze sites owned by the City to identify those that could be suitable to support affordable housing by 2025.</p> <p>Work with developers and encourage application to funding programs and use of other creative mechanisms.</p> <p>Ongoing work with developers; report on funding annually to City Council.</p>	<p>developers in 2025 and regularly works with an Economic consultant on funding opportunities.</p>
<p>Program B.3 Utilize Housing Choice Vouchers and Affordable Housing Outreach</p>	<p>Expand HVC usage by three renters or property owners per year, with the first full active year being 2026.</p>	<p>The City, working with the HAMC, shall provide information and incentives to property owners to encourage them to sign HCV agreements with the HAMC. In 2025, the City Manager will work with HAMC to develop a list of developers and outreach to applicable property owners and developers to increase participation in the HCV program.</p> <p>First full active year 2026.</p>	<p>The City provided information at City Hall and worked to further implement this program in 2025; City created a new website page to disseminate information (Housing Resources Page), which links to HAMC and websites on the HCV program.</p>
<p>Program B.4 Preferential Housing for Del Rey Oaks Residents and Workers</p>	<p>Adopt a Preferential Housing Ordinance</p>	<p>Confirm if policy can be legally implemented by end of 2025.</p> <p>Adopt a Preferential Housing Ordinance by fourth quarter 2025.</p>	<p>No determination in 2025 in reference to legal adequacy of this program. City Attorney/City Manager to evaluate in 2026. The City adopted the 6th Cycle Housing Element and received certification from State HCD in August 2025, and has would need to consider if implementation is feasible prior to considering adoption of a Preferential Housing Ordinance.</p>

<p>Program B.5 Develop a Density Bonus Ordinance Consistent with State Law</p>	<p>Adopt a City Density Bonus Ordinance, consistent with Government Code and State Density Bonus Law</p>	<p>4th quarter 2025.</p>	<p>The City currently follows State requirement for Density Bonus law. The City considers requests (including requests for incentives, concessions, waivers, and parking reductions) as they are received. Current State program and law is considered adequate as opposed to a specific ordinance for local governments.</p>
<p>Program B.6 Facilitate Affordable Rental Units</p>	<p>Research available funds to assist in the construction of affordable units (and accessory dwelling units) to low-income and very low-income households annually.</p>	<p>Seek funding opportunities beginning 2024.</p>	<p>The City sought and received REAP 2.0 grant funding in 2024 and 2025, for use in updating the Housing Element in the 6th Cycle planning period. The City continues to pursue available funding to assist in the construction of affordable units, including 2025 request for additional REAP funding.</p>
<p>Program B.7 Preferential Housing for Teachers and Local Educational Employees</p>	<p>Adopt a Preferential Housing Ordinance if a local educational agency identifies a qualifying parcel on which they intend to develop housing.</p>	<p>If a local educational agency identifies a qualifying parcel within the City on which they intend to develop housing, City will adopt a Preferential Housing Ordinance consistent with AB 2295 by end of 2025.</p> <p>Annually communicate with school district to assess interest in pursuing housing per 2295.</p>	<p>The City conducted continued outreach to local school district MPUSD to confirm site and interest in 2025. An updated program was included in 2025 in the HEU. The City adopted and received certification from State HCD in August 2025.</p>
<p>Program B.8 Home Sharing Program</p>	<p>Work with home sharing non-profits and provide information to the public.</p>	<p>Proactively meet at least one non-profit home-sharing service (Home Match Monterey) in 2025 to discuss shared opportunities in the City.</p> <p>Provide an article in the Acorn Newsletter in 2025 and post on the City's website.</p>	<p>The City Newsletter will provide this information during the next published City newsletter in 2026. The City created a new website to disseminate information on City website (Housing Resources Page), which links to HAMC and websites on the Housing Sharing program. The Program is ongoing with the goal to have at least four households participating in non-profit home sharing program by 2030 within the City.</p>
<p>Program C.1 Support efforts of public and private groups providing housing for the elderly and disabled, including</p>	<p>Review, and as needed, revise the site improvement standards and development procedures to meet the</p>	<p>Review and Draft City Zoning Ordinance revisions by end of 4th quarter 2025.</p>	<p>The City will continue to provide assistance to permit housing consistent with State law. The City did not make revisions to the Zoning Ordinance in 2024 and 2025 while the Housing Element Update was ongoing. However, the HEU contains a comprehensive review of the Zoning Ordinance per Housing Element requirements, partially meeting this program. The City will continue to review the Zoning Ordinance as needed.</p>

<p>assistance with obtaining permits and permit streamlining consistent with SB 35, or where appropriate, waiving City fees or regulatory requirements.</p>	<p>program objective.</p>	<p>Implement program by 1st quarter 2026.</p>	
<p>Program C.2 Encourage the Construction of Accessory Dwelling Units</p>	<p>Encourage the construction of ADUs by providing incentives such as waiver or reduction of development fees and expedited permit processing for applications. Provide information concerning the City's amended ordinance at City Hall.</p>	<p>Provide annual reports on the number of new ADUs that are being built each year by April 1st of each year, starting in 2025.</p> <p>Revise ADU Zoning Ordinance by third quarter 2025.</p> <p>Prioritize ADU applications and provide expedited permit processing for ADU applications by end of 2025.</p> <p>Provide information detailing requirements of City's ADU Ordinance and incentives for developing ADUs at City Hall and in the City newsletter by second quarter 2025.</p>	<p>The City facilitated the development of ADUs in 2025, updated the City programs for ADUs, and worked with HCD on refining programs. The City provided assistance to permit ADUs and encouraged ADU housing consistent with State law. The City researched other jurisdiction's pre-approved ADU plans in anticipation of providing this information on the City website. The City directs applicants to other area's websites with standard ADU plans as requested.</p> <p>The City regularly reviews ADU and Junior ADU development progress to evaluate if production estimates are being achieved. City provides updates on the number of new ADUs that are being built each year in the APR and in building permit reports.</p> <p>The City previously adopted an ADU ordinance and follows State ADU requirements as they are updated at the State level. The City will continue to assist in permit processing and tracking of all ADUs.</p> <p>The City will work to include information on ADUs in the City newsletter in 2026.</p>
<p>Program C.3 Mitigating Constraints (City Regulations)</p>	<p>Review Zoning Ordinance amendments to mitigate constraints on housing.</p>	<p>Adopt required parking amendments to the Zoning Ordinance (e.g., parking, transitional and supportive housing, conditional permitting of SRO housing in C-1 district, consistency with California Employee Housing Act).</p>	<p>The City regularly reviews City Zoning Ordinance to ensure regulatory constraints do not constrain housing development. As part of the Housing Element updates ongoing, zoning ordinance amendments and housing constraints have been reviewed. 2025 HEU identifies areas for revisions and standards (Chapter 4.0).</p> <p>Additionally, the City adopted ordinances and amendments concerning the definition of "Family", emergency shelters, density bonuses, zoning for affordable housing in 2023 but had no revisions in 2024 and 2025 while the Housing Element Update was ongoing. The City will continue to review and update the Zoning Ordinance as needed.</p>

		If revisions are needed per the direction and review, amend the Zoning Ordinance definition of "Family" as needed to remove limitations and ensure that the definition is in compliance with State law and inclusive in its definition by the end of 2025.	
Program C.4 Ensure the Availability of an Adequate Water Supply to Serve the Long-Term Housing Needs of the City	Continue to work with the MPWMD, MCWD, and other appropriate agencies through meetings and consultation to seek securement of sufficient water resources to meet the expected needs of projected housing development.	Formalize MCWD agreement and priority for water for former Fort Ord to secure water entitlement by end of 2024 in order to facilitate development of 270 new housing units by 2031 to meet RHNA.	The City staff has ongoing discussions with MPWMD, MCWD, and AMBAG regarding Del Rey Oaks' water supply and RHNA. The City met with MPWMD and is working with the MPWMD to increase water allocated to affordable units, subject to State approval due to the existing water moratorium and State Cease and Desist Order. The City conducted outreach with MPWMD and MCWD on water availability for housing development. The City has an agreement with MCWD for water service and water supply for former Fort Ord development within City limits.
Program C.5 Adopt Safety Element Update and Environmental Justice Element	Update the Safety Element and adopt an Environmental Justice Element.	No action required in 2025. As funds are available, adopt a Safety Element and Environmental Justice Element by fourth quarter 2026.	No action required during 2025. The City adopted the 6 th Cycle Housing Element Update in August 2025, and received certification from State HCD in August 2025. No major implementation actions for General Plan amendments or zoning amendment from programs in the City Housing Element occurred in 2025, as the City focused on completion of required program revisions and update prior to receiving certification at the end of August 2025.
Program C.6 Evaluate Fees for Development Projects	Evaluate and review Fee Schedule, revise and adopt, as necessary.	Evaluate and review by mid-2024. Adopt fee update by 4th quarter 2025.	The City regularly reviews fee schedules, and the City Manager reports on development fees and City fees. The City recently reported on fees and updated fee schedules to the City Council.
Program C.7 Development of Large Lots	Provide technical assistance materials and post information. Adopt and implement the program.	Provide materials by 3rd quarter 2026. Adopt and implement program by end of 2027.	City has been working on developing large parcels of former Fort Ord. The City approved an ERN on large lots/sites in anticipation of future development. The ERN includes requirements for the development of parcels, including plans for affordable housing.

<p>Program C.8 Require Remediation Prior to Development</p>	<p>Continue to meet with Army and DTSC. Develop updated Remedial Action Plan. Require property owners to comply with requirements for site remediation as a condition for redevelopment.</p>	<p>Hire a remediation and clearance consultant by Quarter 4 2025.</p> <p>Annually, meet with environmental agencies to address remediation and clean up.</p>	<p>The City consulted with a remediation and clearance consultant in 2024/25. Ongoing; the City conducted research, developed a complete record of background information, hired a technical consultant for assistance, and conducted outreach to agencies. City also communicated regularly with the local agencies involved with the former Fort Ord and the technical consultant.</p>
<p>Program C.9 Commit to Extension of Needed Infrastructure and Utilities.</p>	<p>Ensure adequate provision of infrastructure to affordable housing sites, Sites 1 and 1a in the Former Fort Ord.</p>	<p>By end of Quarter 3 2025: Develop draft funding options for water, wastewater service provision extension.</p> <p>By end of 2025: Formalize required agreement and water entitlements to ensure priority for water for former Fort Ord to secure water entitlement to facilitate development of 270 new housing units by 2031 to meet RHNA.</p>	<p>The City met with developers in 2025 and regularly works with an Economic consultant on funding opportunities for infrastructure extension.</p> <p>Subject to development funding, federal or other available funding, the City will look to provide services extended to the former Fort Ord to meet development of the RHNA by 2030.</p> <p>Please see Program C.4 above, the City has an agreement with MCWD for water service and water supply for former Fort Ord development within City limits.</p>
<p>Program C.10 Work with Developer of Former Fort Ord Sites 1 and 1a.</p>	<p>Conduct outreach with and regularly meet with a selected the developer for Sites 1 and 1a.</p>	<p>Meet regularly with developers to achieve a comprehensive development plan and explore methods of financing for the development of Sites 1 and 1a in the former Fort Ord.</p> <p>The City will hire an economic consultant by 2026.</p>	<p>This program is an ongoing action, consistent with the City recently adopted Housing Element, 6th Cycle. The City continues to work on development of the former Fort Ord site and meets and communicates with developers on residential development.</p> <p>Please also refer to Program C.9 and B.2. Additionally, the City hired an Economic consultant. Please refer to Programs B.1, C.4 and C.9</p>
<p>Program D.1 Promote Fair Housing by Providing Educational and Referral Materials</p>	<p>Provide Fair housing education materials at City Hall in English and Spanish, post information on the City website and provide information in City newsletter annually. Promote fair housing</p>	<p>1st quarter 2024 and ongoing</p>	<p>The City researched housing resources in anticipation of providing an updated webpage and launched this webpage in 2025; the site is dedicated to housing resources in the area, including information links for resources on homelessness, home share, housing vouchers, and affordable housing links. The City posted Fair Housing resources in English to the City website. The 2025 City Newsletter did not contain this information but is planned in 2026. The City commits to provide housing resources information in both English and Spanish.</p>

	practices.		
Program D.2 Provide Opportunity for and Encourage the Development of Adequate Housing for the City's Special Needs Groups	Update the Zoning Ordinance to remove constraints for special needs groups, and support efforts to provide housing for the elderly and disabled.	<p>Update the Zoning Ordinance by the end of 2025.</p> <p>Aim to identify at least one residential project by 2026 that is targeted for seniors and/or persons with mobility impairments.</p> <p>Monitor and report annually.</p>	The City adopted ordinances and amendments concerning the definition of "Family", emergency shelters, density bonuses, zoning for affordable housing in 2023 but had no revisions in 2024 and 2025 while the Housing Element Update is ongoing. The City will continue to identify projects and provide annual reports to the City Council. No major implementation actions for General Plan amendments or zoning amendment occurred in 2025, as the City focused on completion of required program revisions and update prior to receiving certification at the end of August 2025. In 2026, the City will identify whether residential projects will be in progress or targeted for seniors and/or persons with mobility impairments.
Program D.3 Special Needs Housing for Disabled Persons	Amend the Zoning Ordinance to ensure future projects incorporate accessible design.	<p>Review zoning code and report to City Council on needed updates to address State law by third quarter 2025.</p> <p>Amendments to Zoning Code and the updated Housing Element shall be adopted by end of 2026.</p>	See above. The City will continue to review the Zoning Ordinance to identify and remove additional constraints and amend the Zoning Ordinance to ensure that future projects incorporate accessible design.
Program D.4 Support Programs to Reduce Homelessness	<p>Report annually on homeless count and provision of adequate area for homeless shelters in the City.</p> <p>Amend the Zoning Ordinance.</p>	By end of 2025 and Ongoing.	<p>The City previously amended its Zoning Ordinance to allow emergency shelters in C-1 zoning, and has proven capacity and suitability for provision of emergency shelters, consistent with AB 2339. The City Housing Element reports homeless count and shelter resources, and the City provide homeless counts information as requested annually.</p> <p>However, the City needs to update the Zoning Ordinance definition of Emergency Shelters to include 'other interim interventions including navigation centers, bridge housing, and respite/recuperative care.' The City had no revisions to the Zoning Ordinance in 2025 while the Housing Element Update was ongoing. The City will continue to review and revise the Zoning Ordinance as needed.</p>
Program D.5 Develop Written Process for Continued Compliance with AB 101	Continue to comply with the requirements of AB 101 and develop a written compliance process to adhere to the statutory requirements in	Ongoing AB 101 compliance. Written AB 101 compliance process by the end of 3rd quarter 2025.	AB 101 requires a Low Barrier Navigation Center (LBNC) be a use by right in areas zoned for mixed use and nonresidential zones permitting multifamily uses if it meets specified requirements, including access to permanent housing, use of a coordinated entry system, use of Housing First according to Welfare and Institutions Code Section 8255. The City complies with the requirements of AB 101.

	accordance with State law.		
Program D.6 Develop Written Process for Continued Compliance with AB 2162	Continue to comply with the requirements of AB 2162 and develop a written compliance process to adhere to the statutory requirements in accordance with State law.	Ongoing AB 2162 compliance. Written AB 2162 compliance process by the end of 4th quarter 2025.	<p>AB 2162 streamlines and expedites the approval of supportive housing to better address the need of Californians experiencing homelessness. Specifically, AB 2162 requires supportive housing to be a use by right in zones where multifamily and mixed uses are permitted, including nonresidential zones permitting multifamily uses.</p> <p>The City Council approved a Zoning Ordinance amendment adopting an emergency shelter ordinance in March 2023. The City complies with all requirements of State law but has not developed a written process for compliance with AB 2162. No applications have been requested, however, if so, the City uses the HCD-approved form for streamlined application processing for qualified projects as applicable until a new process is developed.</p>
Program D.7 Adopt Universal Design Element for New Development	Research and provide written report. Develop written process for Universal Design and adopt Universal Design Element Guidelines and Ordinance.	Written report by end of 2nd quarter 2026. Written process and adoption by end of 2026.	The City researched elements of Universal Design as part of the Housing Element Update process in 2025.
Program D.8 Develop Objective Design and Development Standards	Research and provide written report. Develop Objective Design and Development Standards and amend the Zoning Code.	Report by the end of 4th quarter 2025. Develop and amend the Zoning Code by 2nd quarter 2026.	The City researched elements of Objective Design and Development Standards in 2025. The City has not created a written report. No major implementation actions for General Plan amendments or zoning amendment from programs for the City Housing Element occurred in 2025, as the City focused on completion of required program revisions and update prior to receiving certification at the end of August 2025.
Program D.9 Reasonable Accommodation	Draft and adopt a Reasonable Accommodation Ordinance.	By the end of 2025.	The City drafted a Reasonable Accommodation Ordinance; The City is in the process of completing.
Program D.10 Assist in the Development of Housing for Extremely Low Income (ELI) Households	Conduct outreach to assist in development of housing for ELI Households.	Conduct outreach by January 2025 and biannually thereafter. Annually review and report in April 2025 and report biannually by April 1st during Annual Progress Report evaluation thereafter.	The City has initiated outreach, and complies with reporting through the APR. The General Plan and Housing Element Annual Reports detail progress in meeting the County’s RHNA at all levels. Also, see Program B.2 and Program D.2.
Program E.1 Assist in Rehabilitating Housing	Investigate available low-interest loans, subsidies, and grants from federal and State agencies to provide rehabilitation funds. As funding becomes	Apply for funding by 2027 and access funding by 2028. Assist two households by the end of 2030.	<p>Subject to federal funding, the City will look to assist an average of one to two households (ranging from single-family, multi-family, and mobile homes), dependent on need. The City is continuing to investigate available low-interest loans, subsidies, and grants from federal and State agencies.</p> <p>No deliverables required in 2025.</p>

	available, the City shall provide grants and/or low interest, deferred, and/or forgivable loans for building code violations, health and safety issues, essential repairs, upgrades of major component systems, and modifications to accommodate disabilities.		
Program E.2 Continue Code Enforcement	Continue to perform code enforcement for areas or homes with building code violations posing life and/or safety risks to occupants and/or significant property maintenance concerns and ensure that such violations are adequately abated.	Ongoing.	No code violations have been identified. If code violations are cited, enforcement officers will provide a list of potential funding sources to homeowners. No timeline as this is an ongoing action.
Program E.3 Energy Conservation and Energy Efficient Opportunities	Provide information detailing energy conservation programs at City Hall and on the City’s website and updated at least once per year. Promote energy conservation programs targeting low- income households and provide outreach.	Annually by December.	Information detailing energy conservation programs is included in the updated HEU adopted in 2025 available on the City’s website. The City works with Central Coast Community Energy (3CE) and other sources such as PG&E which provide outreach on alternative energy and conservation programs targeted for all citizens.
Program E.4 Annual Report	Information detailing housing needs and progress shall be included on the City’s website and updated at least once per year prior to submittal to HCD. Complete annually by April 1 of each year.	Annually by April 1 st .	The City complies with reporting through the APR. The General Plan and Housing Element Annual Reports detail progress in meeting the County’s RHNA and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing. The Housing Element APR is prepared using standards, forms, and definitions adopted by HCD.

<p>Program E.5 Affirmatively Further Fair Housing By Providing Equal Housing Opportunities For All Existing And Future Del Rey Oaks Residents</p>	<p>Enhance housing mobility strategies. Protect existing residents from displacement. Encourage new housing choices and affordability in high and medium resource areas. Improve place-based strategies to encourage community conservation and revitalization including preservation of existing housing.</p>	<p>Ongoing.</p>	<p>Programs that Affirmatively Further Fair Housing are evaluated annually and included in the Housing Element; these include the below programs, among others: B.6 Facilitate Affordable Rental Units B.7 Preferential Housing for Teachers and Local Educational Employees B.8 Home Sharing Program D.3 Special Needs Housing for Disabled Persons D.4 Support Programs to Reduce Homelessness</p> <p>Progress on these programs is identified above.</p>
--	---	------------------------	--

Attachment A-1
2025 Progress Report and Timeline Regarding the City of Del Rey Oaks
2025 Revised 6th Cycle Draft Housing Element

Attachment A-1
2025 Progress Report and Timeline Regarding the City of Del Rey Oaks
2025 Revised 6th Cycle Draft Housing Element

The City focused on program revisions and updates related to adoption and certification of the 6th Cycle Housing Element Update. This is supplemental material provided to the APR to document the work during 2025 for Housing Element program development, document public review, HCD revisions and process, City adoption, and HCD certification. The following provides progress toward the certification of the City of Del Rey Oaks 6th Cycle Housing Element Update¹.

- January 16, 2025. HCD conducted an informal review of the 2024 Revised Housing Element Update and provided preliminary review comments on January 16, 2025.
- March 25, 2025. City Council held a public hearing on the status and review of the 2025 Housing Element Update. City staff provided the HCD letter and identified proposed changes as requested in the HCD Letter.
- The City completed a draft of the 2025 Revised 6th Cycle Draft Housing Element identifying HCD and public comment revisions in a track-changes document. This draft was made available for public review from May 20, 2025, through July 31, 2025. The City submitted the Draft 2025 Revised 6th Cycle Housing Element to HCD on May 28, 2025, for review.
- On July 2, 2025, the City of Del Rey Oaks received a letter from HCD stating that the 2025 Revised 6th Cycle Housing Element was in substantial compliance with State Housing Element Law and would comply with State Housing Element Law upon City adoption.
- On July 23, 2025, the City noticed the August 7, 2025 public hearing to consider the required actions to adopt the Housing Element in compliance with State housing laws. The notice included information on the location and availability of the 2025 Revised 6th Cycle (2023-2031) Housing Element on the City's website.
- On July 31, 2025, the City published the meeting packet for August 7, 2025, and provided notification of the availability of the Final Draft of the 2025 Revised 6th Cycle (2023-2031) Housing Element on the City's website and in the meeting packet. (The Final Draft 2025 Revised 6th Cycle (2023-2031) Housing Element was a clean version of the track-changes document that was available on the City's website beginning on May 20, 2025.) The Final Draft 2025 Revised 6th Cycle (2023-2031) Housing Element and all related documents have been consistently posted on the City's Housing Element webpage.
- On August 7, 2025, the Planning Commission and City Council held a joint public hearing to consider a recommendation from City staff to adopt the 2025 Revised 6th Cycle Housing Element.
- The City received a letter from State HCD on August 26, 2025, documenting certification of the HEU and City compliance with the 6th Cycle Housing Element.

¹ This work occurred January 1, 2025 through August 31, 2025. Specific program implementation is summarized in Attachment A of the 2025 Annual Progress Report.

Attachment B
Staff Report
Compliance with State "No Net Loss" Requirements – Program A.4: Monitoring of Residential Capacity



CITY OF DEL REY OAKS

650 CANYON DEL REY BLVD., DEL REY OAKS, CALIFORNIA 93940
PHONE (831) 394-8511 FAX (831) 394-6421

Attachment B, City of Del Rey Oaks 2025 APR

Compliance Report - State "No Net Loss" Requirements

The following provides documentation on the City's continued compliance with the "No Net Loss" Law (Government Code §65863), as addressed in Housing Element **Program A.4**.

Background & State Requirement: The State of California requires all local jurisdictions to maintain an adequate inventory of residentially zoned land throughout each eight-year Housing Element planning period. This is known as the "No Net Loss Law".

The core objective is to ensure that the City can always accommodate its full **Regional Housing Needs Allocation (RHNA)**, which for the 6th Cycle (2023–2031) is 184 units across all income categories. The law requires adequate area be preserved to meet RHNA and prevents the loss of potential housing capacity, particularly for lower-income households, without a concurrent replacement plan.

City of Del Rey Oaks Requirement: The following sections provide the regulatory language from the 6th Cycle Housing Element (2023–2031) and the specific implementation timeline for **Program A.4**.

Program Language – Program A.4: In accordance with the City's certified Housing Element, the exact operational language for **Program A.4** is as follows :

"The City shall continue to use the Sites 1 and 1a appropriate zoning to ensure adequate sites are available (as defined by Government Code section 65583) to accommodate the City's RHNA for all income categories throughout the planning period.

The City shall also monitor housing development city-wide on an ongoing basis to ensure the sites identified are developed at densities appropriate for fulfilling its RHNA requirement for the 6th Cycle. Should a project be approved on a site with a lower density than that identified in the 6th Cycle Housing Element, the City will assess its continued ability to accommodate the RHNA. Should a project result in a shortfall in sites, the City will address the No Net Loss requirements by identifying additional sites to replenish the candidate sites inventory in accordance with State law within 180 days.

Program A.4 requires the City to monitor the development of residential capacity to ensure the City contains an adequate site inventory to meet the City's RHNA obligations throughout the planning cycle."

Timing of Implementation: The implementation of **Program A.4** is not a one-time event but a continuous regulatory obligation through **2031**. Key milestones include:

- **Ongoing (2023–2031):** Monitoring of all residential development applications. Staff must evaluate every proposed project against the Housing Element Site Inventory at the time of application submittal.
- **Immediate (Project Approval Phase):** If a project is proposed at a lower density than identified in the Housing Element, the City must make written findings **at the time of approval** that the remaining inventory is sufficient.
- **The 180-Day Window:** If an approval creates a shortfall in RHNA capacity, the City is legally mandated to identify and rezone replacement sites within **180 days** of that approval to remain in compliance with Government Code Section 65863.
- **Annual Verification:** The City must report on the status of this program every **April 1st** via the Annual Progress Report (APR) submitted to the California Department of Housing and Community Development (HCD).
- **Evidence:** Use of the APR for verification and reporting to the City Council provides the required formal procedure to comply with SB 166 (No Net Loss).

Program A.4 – Monitoring of Residential Capacity: The City of Del Rey Oaks ensures compliance through **Program A.4**, as detailed in the certified 6th Cycle Housing Element. This program establishes a clear process for monitoring and maintaining the required residential capacity:

- **Continuous Monitoring:** City staff continuously monitors housing development city-wide on an ongoing basis. This review ensures that sites identified in the Housing Element are developed at densities appropriate for fulfilling the City's RHNA.
- **Site Inventory Reliance:** The City will continue to use the identified Sites 1 and 1a with appropriate zoning to ensure adequate sites are available (as defined by Government Code section 65583) to accommodate the City's RHNA for all income categories throughout the planning period.
- **Corrective Action ("180-Day Rule"):** Should a project be approved on a site with a lower density than that identified in the 6th Cycle Housing Element, staff will assess the impact. If the project results in a shortfall in sites, the City will address the No Net Loss requirements by identifying additional sites to replenish the candidate sites inventory in accordance with State law **within 180 days** of that approval.

Compliance Assurance & Buffers: The City has taken proactive measures to ensure a robust inventory and guarantee compliance.

- **Adequate Inventory:** Tables 3-4, 3-6, and 3-7 of the Housing Element indicate that the City will have more than adequate inventory of sites available to continue to accommodate its lower-income RHNA obligation during the 6th cycle planning period.
- **Conservative Capacity:** Table 3-6 specifically underscores that there is more than adequate acreage of residentially zoned land with a conservative realistic capacity assigned to ensure land is available throughout the planning cycle.
- **Buffer Sites:** Additional sites (K1, K2, the Monterey Peninsula Unified School District [MPUSD] site) and the ongoing Accessory Dwelling Unit (ADU) program have been identified as buffers. These serve as a safety net to accommodate the RHNA and ensure compliance with Government Code section 65863, providing flexibility should primary sites not yield expected unit counts.

Strategic Buffers for Compliance

To avoid triggering the 180-day rezoning requirement, the City has integrated "buffer" capacity as shown below:

- **Identified Buffer Sites:** Additional sites **K1, K2**, the **MPUSD site**, and projected **ADUs** provide a surplus beyond the RHNA requirement.
- **Density Assurance:** Sites 1 and 1a have been designated with an **Affordable Housing Overlay**, allowing for densities of **20 to 25 dwelling units per acre (du/ac)**, ensuring these "preferred sites" exceed the minimum thresholds for lower-income housing.
- To ensure adequate land is available throughout the planning cycle, and per the requirements of "No Net Loss," additional buffer sites were included in the site inventory; these are Sites K1 and K2, the MPUSD site, and ADU opportunities. Site K1 is currently zoned Neighborhood Commercial (C-1) and Neighborhood Commercial with Visitor Overlay (C-1-V), and Site K2 is currently zoned Neighborhood Commercial with Visitor Overlay (C-1-V). The MPUSD-owned site is zoned as Monterey Schools Service Center (C-1-V).

Conclusion

Programs and continued availability of sites identified in the inventory provide a clear, state-compliant framework for the City of Del Rey Oaks to meet its housing obligations.

Use of the APR for verification and reporting to the City Council provides the required formal procedure to comply with SB 166 (No Net Loss).

Staff evaluation as evidenced above confirms that the City's current inventory and monitoring procedures are sufficient to maintain the "No Net Loss" requirement throughout the 6th Cycle planning period.

Attachment 1
Excerpt from the Certified 6th Cycle Housing Element – Goal A,
Program A.4

Program A.4 Monitoring of Residential Capacity (No Net Loss)

The City shall monitor the development of residential and mixed-use sites included in the inventory to ensure an adequate inventory continues to be available to meet the City’s RHNA obligations by income level, consistent with the No Net Loss requirements in Government Code Section 65863. Should an approval of development result in a reduction of capacity below the residential capacity needed to accommodate the remaining RHNA by income level, the City will ensure adequate capacity is provided in existing City limits to accommodate the RHNA.

The City shall work with applicants of development of Sites 1 and 1a identified in the Sites Inventory to meet RHNA. The City shall coordinate with applicants on a monthly basis to process and approve entitlements and support funding applications for needed infrastructure. The City Manager will monitor the progress made on these sites in the inventory and if entitlements are extended such that development would not occur within the planning period, or other conditions are found that will preclude development in the planning period, the City shall recalculate the capacity on the sites according to the methodology used in the sites inventory chapter. If determined that the City no longer has sufficient capacity to meet the RHNA by the end of 2027, the City will identify additional sites identified as buffer areas in this Housing Element within 180 days, including Sites K1 and K2.

Responsible Agency	City Manager, Planning Department
Timeline and Objective	<ul style="list-style-type: none"> • By the end of 2025, establish a formal procedure to comply with SB 166 (No Net Loss). If additional sites (such as additional sites in the former Fort Ord identified as buffer areas in the City’s Housing Element) are required to replenish the sites inventory, the sites shall be rezoned within 180 days when a shortfall in RHNA capacity is identified. • Annually review overall progress and effectiveness in April and include information in annual report to HCD. If the City is not on track to meet its 270 affordable housing unit goal for the 8-year RHNA cycle by 2027 (i.e., 270 affordable units built or in process by 2027), the City will consider alternative land use strategies and make necessary amendments to zoning or other land use documents to facilitate a variety of housing choices, within six months, if sufficient progress toward this quantified objective is not being met. <p>Quantified Objective: Maintain 270 units through entire RHNA Cycle (101 very low, 67 low, 29 moderate, 73 above moderate income) and provide 270 housing opportunities affordable to lower income households by January 2031.</p> <p>Geographic Target: Former Fort Ord sites K1 and K2 and Citywide.</p>
Source of Funding	General Fund

RESOLUTION NO. 2026-03

Resolution honoring Baker’s Bacon upon its selection as the recipient of the 2025 Monterey Peninsula Chamber of Commerce Business of the Year Award.

WHEREAS, Baker’s Bacon is a small-batch, artisanal bacon producer that makes “Bacon the Way It’s Supposed To Be,” for professional chefs, emerging restaurateurs, or cooking at home.

WHEREAS, In 2011, after a long and successful career both in England and California, Chef Tony Baker began his mission to recreate the high-quality bacon he was accustomed to while growing up in the countryside of England by using a time-honored curing and double-smoking technique.

WHEREAS, Chef Tony Baker came up with Baker’s Bacon in a market saturated with mass-produced, watery bacon as he wanted bacon for his restaurant that met his top-quality expectations while being cost-effective.

WHEREAS, Baker’s Bacon began with a partnership between long-time smoke master and bacon expert Steve Sacks at Prime Smoked Meats in Oakland, California. Baker and Sacks worked together for over a year experimenting with cures until they settled on the recipe that is still in use today.

WHEREAS, Baker’s Bacon provides products that are antibiotic-free, chef-quality, responsibly sourced, perfectly balanced in salt, sugar, and smoke, and made from humanely raised, heritage breed, and vegetarian fed pork.

WHEREAS, Baker’s Bacon began making bacon for the three restaurants in Coastal Roots Hospitality (Montrio, Tarpys, and Rio Grill) and then expanded into wholesale distribution, selling his bacon to other chefs around the country.

WHEREAS, Chef Tony Baker holds multiple awards to his name, including the United Fresh Produce Excellence in Foodservice award in fine dining, the American Culinary Federation’s 2018 “Chef of the Year,” and Edible Magazine’s “Chef of the Year,” and he has also been invited as a guest chef for several events including Obsession at Northcote Manor and the prestigious Pebble Beach Food & Wine.

NOW, THEREFORE BE IT RESOLVED, that the City of Del Rey Oaks, on behalf of all the City and its citizens thereof, hereby congratulates **Baker’s Bacon** upon its selection as the recipient of the **2025 Monterey Peninsula Chamber of Commerce Business of the Year Award**.

PASSED AND ADOPTED this 24th day of March 2026, by the following vote, to wit:

AYES:
NOES:
ABSENT:

APPROVED: _____

ATTEST: _____

Scott Donaldson, Mayor

Karen Minami, City Clerk

RESOLUTION NO. 2026-02

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS
IN SUPPORT OF CALIFORNIA CITIES WEEK, APRIL 19-25, 2026**

WHEREAS, cities first arose in California when eight municipalities incorporated in 1850 to provide essential safety and health services to a rapidly growing population following the Gold Rush, and subsequent periods of economic growth and immigration; and

WHEREAS, today California’s 483 cities and towns vary in size and scope and serve diverse communities throughout the state, from small rural neighborhoods to large urban regions; and

WHEREAS, more than 80 percent of California’s population resides within cities and towns and relies on municipal services provided by local governments; and

WHEREAS, cities provide millions of Californians with essential services, including but not limited to public libraries, fire protection, law enforcement, emergency medical and disaster response, parks and recreation, solid waste and recycling management, water and sewer services, utilities, land use planning, housing, economic development, transportation planning, and street and road maintenance; and

WHEREAS, California Cities Week is an opportunity to recognize the vital role cities play in the daily lives of residents and to encourage civic engagement, education, and participation in local government;

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Del Rey Oaks does hereby proclaim the week of April 19 through April 25, 2026, as California Cities Week in the City of Del Rey Oaks; and

BE IT FURTHER RESOLVED, that the City Council encourages residents, businesses, and community organizations to participate in California Cities Week activities and to engage with their local government to better understand municipal services, decision-making, and opportunities for civic involvement.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DEL REY OAKS, this 24th day of March, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Scott Donaldson, Mayor

Karen Minami, City Clerk



CITY OF DEL REY OAKS

650 CANYON DEL REY BLVD., DEL REY OAKS, CALIFORNIA 93940
PHONE (831) 394-8511 FAX (831) 394-6421

Staff Report

DATE: March 24, 2026

TO: City Council

FROM: John Guertin, City Manager

SUBJECT: Approval of Professional Services Agreement with 4LEAF, Inc. for On-Call Code Enforcement, Building Inspection, and Plan Review Services.

CEQA: This Action is not subject to the California Environmental Quality Act (CEQA) as it is not a project pursuant to Guidelines Section 15378 (b)(5) because it is an organizational or administrative activity of the City that will not result in direct or indirect physical changes in the environment.

Recommendation

Approve a Professional Services Agreement with 4LEAF, Inc. to provide on-call code enforcement, building inspection, and plan review services to support the City's Community Development and Building Division operations and supplement services provided by the City's primary building services consultant, Government Private Sector Solutions (GPS).

Background

The City currently contracts with Government Private Sector Solutions (GPS) to provide primary building inspection and plan review services. While this arrangement has provided essential support for building permit processing and inspections, the City has experienced a noticeable increase in code enforcement complaints and compliance cases over the past several years.

These cases involve issues such as:

- Property maintenance violations
- Unpermitted construction
- Nuisance conditions
- Zoning violations

As development activity increases and community expectations for timely response to complaints continue to grow, it has become increasingly important for the City to enhance its ability to respond promptly, investigate complaints, and achieve timely code compliance.

To address this need while maintaining flexibility and controlling costs, staff proposes entering into an agreement with 4LEAF, Inc., a professional consulting firm specializing in municipal code enforcement and building department services.

Discussion

The City has seen an increase in the number and complexity of code enforcement complaints, requiring additional time for investigation, documentation, and follow-up to achieve compliance.

Timely response to these issues is critical to:

- Protect neighborhood quality of life
- Maintain public health and safety
- Ensure fair and consistent enforcement of the Municipal Code
- Preserve property values and community standards

Having access to additional code enforcement personnel on an as-needed basis will allow the City to respond more quickly to complaints, address backlog cases, and improve overall enforcement effectiveness.

4LEAF provides certified code enforcement personnel with experience investigating violations, issuing administrative citations, and working with property owners to achieve compliance with local regulations and building codes.

In addition to code enforcement support, the agreement will allow the City to utilize 4LEAF for backup building inspection and plan review services when necessary.

These services may be used to:

- Provide coverage during absences or scheduling conflicts
- Address temporary increases in permit activity
- Provide specialized plan review expertise
- Maintain predictable inspection scheduling for applicants

4LEAF maintains a large pool of certified inspectors and plans examiners and can deploy personnel quickly to support municipal building departments as needed. The firm reports having more than 200 inspectors available for inspection assignments and plan review support.

4LEAF currently provides services for numerous nearby jurisdictions including:

- City of Pacific Grove
- City of Sand City
- City of Hollister
- County of Monterey

Fiscal Impacts

Services under the proposed agreement will be provided on an as-needed hourly basis.

Typical hourly rates include:

- Code Enforcement Officer – approximately \$115–\$135 per hour
- Structural Plan Review Engineer – approximately \$170 per hour
- Non-Structural Plan Review – approximately \$150 per hour

Code enforcement services may be funded through the Community Development budget and, where applicable, cost recovery mechanisms such as administrative citations or compliance fees. Building inspection and plan review services are generally recovered through permit fees paid by project applicants.

No additional General Fund appropriation is anticipated at this time.

Respectfully Submitted,

John Guertin, City Manager

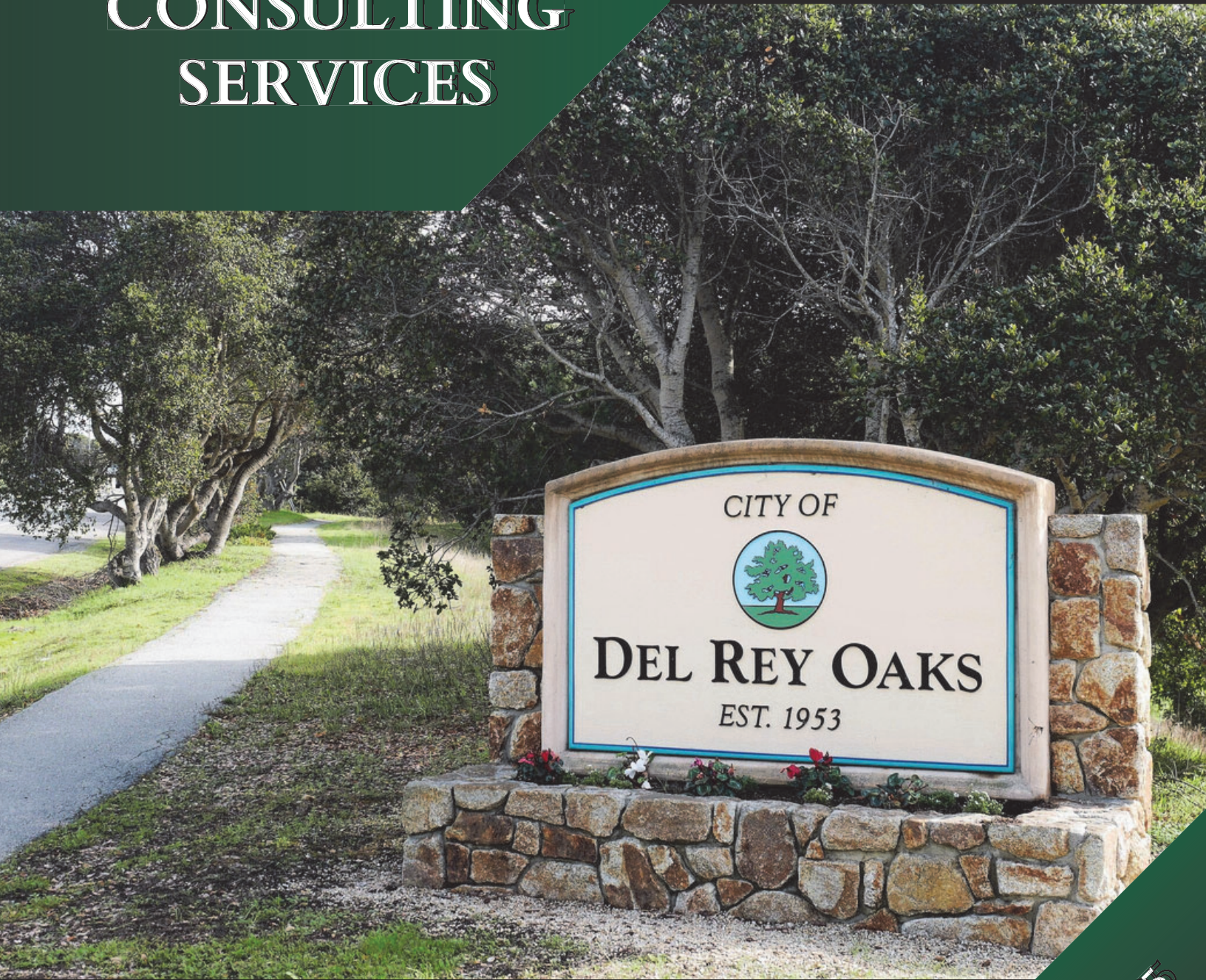
QUALIFICATIONS TO PROVIDE

TO THE

Item 4.

PROFESSIONAL CONSULTING SERVICES

CITY OF
DEL REY OAKS



4LEAF, INC.
409 WASHINGTON ST., STE.100
MONTEREY, CA 93940
(831) 330-1235

DECEMBER 16, 2025

TABLE OF CONTENTS

Item 4.



4LEAF, INC.

SECTION 1 COVER LETTER	1 - 2
SECTION 2 FIRM PROFILE	3 - 5
SECTION 3 PERSONNEL	6 - 10
SECTION 4 SCOPE OF WORK	
4.1 - PLAN REVIEW	11 - 15
4.2 - INSPECTION	16 - 18
4.2 - CODE ENFORCEMENT	19 - 26
SECTION 5 REFERENCES	27 - 31
SECTION 6 FEE SCHEDULE	32 - 33
APPENDIX RESUMES	

QUALIFICATIONS TO PROVIDE

Item 4.

PROFESSIONAL CONSULTING SERVICES

TO THE

CITY OF DEL REY OAKS

SECTION 1

COVER LETTER

A stone sign for the City of Del Rey Oaks. The sign is white with a blue border and is mounted on a stone base. It features the text "CITY OF" at the top, a circular logo with a tree in the center, "DEL REY OAKS" in large letters below the logo, and "EST. 1953" at the bottom. The background of the sign is a faded image of a golf course with trees and a path.

CITY OF
DEL REY OAKS
EST. 1953



4LEAF, INC.

100



City of Del Rey Oaks
 650 Canyon Del Rey Blvd
 Del Rey Oaks, CA 93940
 Attn: John Guertin, City Manager

December 16, 2025

RE: Qualifications to Provide Professional Consulting Services to the City of Del Rey Oaks

4LEAF, Inc. (4LEAF) is pleased to present our qualifications to provide Professional Consulting Services to the City of Del Rey Oaks (City). 4LEAF has been providing these services to 400+ clients throughout the country for more than 24 years and is looking forward to the opportunity of providing services to the City. 4LEAF is the ideal choice for the following reasons:

Local Presence

We work with many local municipalities providing the requested services and have the local personnel available to service the City's project and staffing needs. Additionally, we are supplying services to municipalities throughout California, including nearby agencies such as:

- City of Pacific Grove
- City of Los Gatos
- County of Monterey
- City of Sand City
- City of San Juan Bautista
- County of San Benito
- City of Santa Cruz
- City of Salinas
- County of Santa Cruz
- City of Hollister
- City of Greenfield
- County of Santa Clara

Full-Service Firm

As a full-service firm, 4LEAF can provide departmental services to aid with high project workloads that require additional staff assistance. We provide jurisdictions with Plan Review, Inspection, Code Enforcement, Planning, Public Works, and Fire services and we have the qualified staff available to serve the City with remote, on-site, part-time, or full-time project needs. Our services include:

- **Plan Review:** 4LEAF is an industry leader in Plan Review services and has a team of Structural Engineers, Accessibility Specialists, and Mechanical/Electrical/Plumbing/Fire Plans Examiners. We provide courier services that guarantee less than 24-hour pickup and delivery of all plan reviews performed off-site, and we also offer electronic and expedited plan review services upon request.
- **Inspection:** We have over 200 inspectors on staff who specialize in Residential, Commercial, Industrial, Energy, Fire, ADA, Solar, and Public Works projects. We have a track record of providing inspectors as-needed for long- or short-term projects, including one day assignments to cover staff training, sick days, vacation days, or spikes in permit activity.
- **Permitting:** 4LEAF's pool of talented professionals includes qualified and experienced permit technicians capable of providing all permit processing and counter services. 4LEAF can deploy such staff on short notice and offer training programs for department staff, if needed.
- **Code Enforcement:** 4LEAF staff have the experience working with property owners and other responsible parties to bring properties and conditions into compliance. Our Code Enforcement team is skilled in using processes including issuing administrative citations to establish whether violations of law exist on a property and ensuring compliance.

☑ Depth of Resources

4LEAF utilizes remote plan review technologies to ensure cost-effectiveness, efficiency, and environmental consciousness. Our technological capabilities include:

- Proficiency with platforms such as Bluebeam, Accela, TRAKiT, Energov, OpenGov, and more.
- Our proprietary EZPlan Review portal provides seamless communication and project tracking.
- Advanced electronic plan review capabilities, allowing for quick, paperless processing.
- elas™ software provides streamlined management of inspection data and reports.

Our depth of knowledge is vast, with all plan reviewers rigorously trained to ensure strict compliance with adopted codes and ordinances. We provide specialized staff at every level, for various disciplines, including:

- Civil Plan Review Engineers
- Structural Plan Review Engineers
- ICC Certified Plans Examiners
- MEP & Fire Plans Examiners
- ICC Certified Inspectors & IORs
- PC832 Certified Code Enforcement Officers

☑ Leadership

The contract with the City of Del Rey Oaks will be managed by Craig Tole. Craig will handle all contractual details, project discussions, and staffing requests. He has a proven track record of success working with and managing projects for many cities and counties throughout California and will be available to the City for all needs involving this contract.

☑ Contact

Executive Project Manager	President	4LEAF Local Office
Craig Tole Office: (831) 330-1235 Mobile: (925) 580-4055 Email: CTole@4leafinc.com	Kevin J. Duggan Office: (831) 330-1235 Email: KDuggan@4leafinc.com	409 Washington St., Ste. 100 Monterey, CA 93940 Office: (831) 330-1235 Website: 4LEAFINC.COM

We appreciate this opportunity to present our qualifications. Should you have any questions, please do not hesitate to reach out using the contact information above.

Respectfully submitted,



Kevin J. Duggan
President



Craig Tole
VP, Community Development / Exec. Project Manager

QUALIFICATIONS TO PROVIDE

Item 4.

PROFESSIONAL CONSULTING SERVICES

TO THE

CITY OF DEL REY OAKS

SECTION 2

FIRM PROFILE





SECTION 2: FIRM PROFILE

Background

4LEAF, Inc. (4LEAF) is a California “C” Corporation that was established in 1999 and incorporated in 2001. Our extensive team of engineers and managers are fully equipped with training and experience to provide complete services including code enforcement, plan check, CASp, inspection, permit technician assistance, professional development training, and other related professional and technical services to the City. Our goal is to set the industry standard for excellent customer service, and we have grown to nearly 400 personnel throughout California, Washington, Nevada, Arizona, Hawaii, and New England, and we are able to serve any full-time or part-time need the City may have, regardless of scope and duration.

Management

Craig Tole

VP, Community Development
Phone: (925) 580-4055
Email: CTole@4leafinc.com

Michael Loomis, SE, CBO, CASp

Director of Structural Engineering
Phone: (831) 620-2305
Email: MLoomis@4leafinc.com

Pete Roque

Ntnl. Director, Code Enforcement
Phone: (949) 230-4968
Email: PROque@4leafinc.com

Scott Martin, PE

Quality Control Manager
Phone: (559) 348-7101
Email: SMartin@4leafinc.com

Vanessa Morales

Plan Review Coordinator Manager
Phone: (925) 789-9917
Email: VMorales@4leafinc.com

Giovanni Caponigro

Inspection Coordinator
Phone: (925) 719-6072
Email: GCaponigro@4leafinc.com

Office Locations

Monterey

409 Washington St., Suite 100
Monterey, CA 93940

Bay Area (HQ)

2126 Rheem Drive
Pleasanton, CA 94588

Sacramento

8896 N. Winding Way
Fair Oaks, CA 95628

Santa Rosa

2235 Mercury Way, Suite 120
Santa Rosa, CA 95407

Newport Beach

4440 Von Karman Suite 300
Newport Beach, CA 92660

4LEAF Consulting, LLC

157 E. Warm Springs Rd.
Las Vegas, NV 89119

San Bernardino

424 E. Vanderbilt Way, Suite A
San Bernardino, CA 92408

Arizona

2 N. Central Ave., Suite 1800
Phoenix, AZ 85004

New England

132 Central St., Suite 210
Foxboro, MA 02035

Professionals

Title	# of Staff	Title	# of Staff
ICC Certified Plans Examiners	55+	Registered Engineers (PE, SE)	20+
ICC Certified Inspectors & IORs	200+	ICC Permit Technicians	45+
Registered Architects	5	ICC Certified Building Officials	30+
Code Enforcement Staff (PC832)	85+	CASp	15
Construction Managers/Inspectors	40+	Fire Plans Examiners & Inspectors	30+



Mission

4LEAF strives to be the best firm by providing our clients with outstanding customer service and first-rate services. We put our philosophy into action by building client relationships and prioritizing the needs of our clients—this has led us to become an industry leader in providing Building & Fire Life Safety Services to both public and private clients. We have worked with municipal departments in the construction, rehabilitation, and repair of public and private buildings and have partnered with design review and preservation boards to determine building improvement criteria and associated project requirements. We have a depth of experience in working with all types of building structures and have performed Inspection and Plan Review services on more than \$50 billion dollars in construction throughout the past 24 years.

We have provided plan review and inspection services for thousands of residential projects, tenant improvements, and complex commercial projects including marijuana facilities office campuses, parking garages, hotels/resorts, transportation facilities, city/county-owned buildings, universities, hospitals, sports arenas, infrastructure, essential service facilities, solar projects, and laboratories. In addition, our team has performed inspections and plan reviews for public and private building structures for compliance with life-safety and Americans with Disabilities Act (ADA) accessibility requirements.

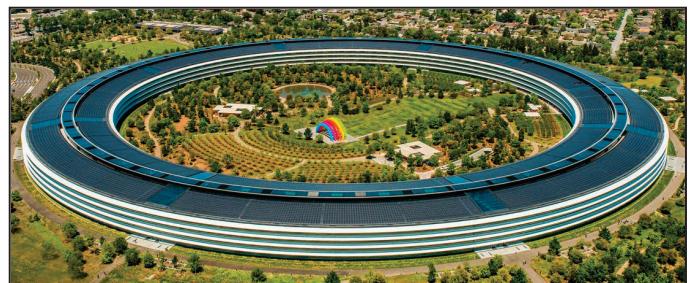
4LEAF has also been an industry leader across numerous other disciplines, such as Code Enforcement and Planning. Our Code Enforcement staff is dedicated to preserving and enhancing the quality of life for the residents in our client jurisdictions and work toward a goal of resolving problems efficiently and safely. Enforcing and upholding municipal codes is of utmost importance to us. Our Code Enforcement Division endeavors to improve communities through education, cooperation, and responsive enforcement.

We have a proven track record of reviewing and inspecting projects of all sizes and complexities including:

Type B Commercial Construction	Refinery Facilities	Laboratories
City/County-Owned Facilities	Site Work	Power & Energy
Large Campuses	Waterfront	Marijuana Facilities
Fire Recovery Services	Multi-Family Projects	Military Projects
Stadiums/Arenas	Healthcare Facilities	Essential Service Facilities
Commercial Office Parks	Transportation Facilities	Detention Facilities

Large Project Experience

4LEAF is uniquely qualified to work on projects of any size. Our team completed the Project Inspections for the entire \$6 billion Apple Campus 2 Corporate Headquarters in the City of Cupertino, CA where we comprised a team of Building Inspectors and Permitting Specialists.





4LEAF also provided the Plan Review and Inspection services for the \$2.6 billion Wynn Casino Project in the City of Everett, MA; San Jose State University’s Interdisciplinary Science Building in the City of San Jose, CA; and the County Office Building III in the County of San Mateo.



We have the resources to deploy staff to any state and as you can see from the limited examples listed above, we have provided services all over the country. Our team is well-equipped and qualified to perform services for any project and in any location. By choosing 4LEAF, you are choosing a company that prides itself on quality work, top-notch customer service, experienced staff, and a multitude of project experience. Please review our scope of services and project examples in the sections that follow to gain more understanding about our firm and how we can help achieve the City’s project goals.

Snapshot of Services

Plan Review / Inspection	Permitting	Code Enforcement
<ul style="list-style-type: none"> • LEED Accredited Professionals • Inspectors of Record • Program Analysis & Studies • Correcting Code Deficiencies • Investigating Complaints • Violation Issuance • Jurisdictional Inspectors • ICC-certified Plan Reviewers • Certified Accessibility Specialists • ICC-certified Building Officials • Building Dept. Services • Expedited Plan Reviews • On- and Off-Site Plan Review • Property Condition Surveys • Industrial, Energy, & Solar 	<ul style="list-style-type: none"> • Over-the-counter reviews • Intake of plans • Routing for plan review • Assignment management • Hosting page turn sessions • Virtual permit technician services • Prepare approval packages • Inspection scheduling • Application Processing • Developing Submittal Forms • Solar Permitting • Property Research • Public interface • Special events permits 	<ul style="list-style-type: none"> • Staff Augmentation Services • Department Assessments • Vendor Enforcement • Blight Enforcement • Substandard Housing • Lead Paint • Tobacco Enforcement • Short Term Rentals • RRP Training • ICC & CACEO Trainings • Rental Housing Programs • Cannabis Enforcement • Business License Enforcement • Parking Enforcement • Zoning

QUALIFICATIONS TO PROVIDE

Item 4.

PROFESSIONAL CONSULTING SERVICES

TO THE

CITY OF DEL REY OAKS

SECTION 3

PERSONNEL



4LEAF, INC.

107



SECTION 3: PERSONNEL

Management Team

Craig Tole – Project Manager / Vice President, Community Development

Craig has served Community Development Departments for the past 20 years under the supervision of the company President. Among Craig’s responsibilities include the day-to-day contact with many of 4LEAF’s clients in the Building & Safety, Engineering, and Construction Management industries. Craig has successfully managed a multitude of inspection projects ranging from \$1 million to \$6 Billion. Craig also manages numerous County IOR programs including San Mateo County PDU, Santa Clara County FAF, Alameda County GSA, and Santa Cruz County GSD.



Office - (831) 330-1235 | Cell - (925) 580-4055 | Email - CTole@4leafinc.com

Michael Loomis, SE, CBO, CASp, PMP – Director of Structural Engineering

With more than 28 years of expertise in the industry, Michael has an excellent working knowledge of all types of construction, including architectural, structural, electrical, mechanical, and plumbing systems. Michael is extremely committed and has shown dedication by obtaining multiple certifications through the International Code Council (ICC), and is a Certified Access Specialist, (CASp). Michael has experience managing and overseeing the continual operations of the Building Department and has served as the Building Official for the cities of Salinas, Gonzales, and the Town of Woodside. Michael is an adaptable leader that quickly identifies departmental issues and solves them by utilizing his ample experience.



Office - (831) 330-1235 | Cell - (831) 620-2305 | Email – MLoomis@4leafinc.com

Pete Roque – National Director of Code Enforcement

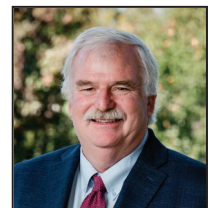
Pete is a Code Enforcement expert with PC 832 and Advanced Certificates. He brings with him over 18 years of experience in Code Enforcement and has served in the capacities of Code Enforcement Administrator, Code Enforcement Manager, and Community Development Inspector II for multiple California public agencies. Pete is proficient in conflict resolution and has a wealth of knowledge in the subjects of permit regulations, City codes, housing investigations, citation issuance, and lien appeals.



Office – (831) 330-1235 | Cell - (949) 230-4968 | Email - PROque@4leafinc.com

John Kuehl, CBO – Building Official / Area Manager

John is a seasoned Building Official and licensed Inspector with more than 30 years of inspection and construction experience. With 21+ years as the Chief Building Official at the City of Monterey, John is an integral part of our team and has the technical knowledge to provide quality deliverables to our clients. Whether he is out in the field or in the office, John’s expertise helps guide his team to complete jobs on time and with successful results. Additionally, John is a skilled plans examiner and has mentored numerous industry personnel.



Office - (831) 330-1235 | Cell - (831) 233-0188 | Email – JKuehl@4leafinc.com



Scott Martin, PE – Quality Control Manager / Senior Plan Review Engineer

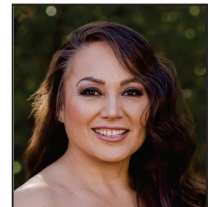
Scott has over 27 years of engineering experience and has performed a multitude of plan reviews for many different project types including commercial structures, residential structures, schools, hospitals, and various municipal reviews for clients throughout the country. His duties include the review of plans submitted to local jurisdictions, creation and submission of plan review letters, and constant communication with all project stakeholders. Scott is a crucial element in our Plan Review Quality Control and Assurance process, ensuring all plan reviews comply with all applicable codes and regulations.



Office - (831) 330-1235 | Cell - (559) 348-7101 | Email – SMartin@4leafinc.com

Alejandra Molina – Code Enforcement Manager & Trainer

Alejandra has more than 21 years working in Government and has been a Code Enforcement Officer and Manager. She is an excellent communicator who interacts effectively with property owners, building contractors, government officials, and citizens to address and resolve any problems. Alejandra is skilled in the topics of violation notices, administrative citations, inspection warrants, and applicable state codes, ordinances, and regulations. In addition, she also brings her bilingual skills to the table. Alejandra currently acts as primary code enforcement liaison for our Northern California clients.



Office - (831) 330-1235 | Cell – (747) 494-7619 | Email – AMolina@4leafinc.com

Vanessa Morales – Plan Review Coordinator Manager

Vanessa serves as 4LEAF’s Plan Review Coordinator Manager, supervising the internal routing and completion of plan reviews, ensuring that all projects are handled efficiently and in compliance with regulations. In addition, she is also responsible for training and placing 4LEAF’s permit technician staff to support our Community Development clients. Vanessa equips our permit technician team with the skills and knowledge needed to meet the specific needs of the municipalities they serve.



Office – (831) 330-1235 | Cell - (925) 789-9917 | Email - VMorales@4leafinc.com

Giovanni Caponigro – Inspection Coordinator

Giovanni expertly balances the demands of growing business opportunities with the complex task of coordinating inspection personnel across various municipalities. With a strong foundation in strategic planning and relationship management, Giovanni excels at identifying and nurturing client partnerships while ensuring the coordination of inspectors is streamlined and efficient.



Office - (831) 330-1235 | Cell - (925) 719-6072 | Email - GCaponigro@4leafinc.com



On-Call Supporting Staff

Jessica Edwards, CBO – Supervising Plans Examiner / Regional Plan Review Manager

Jessica is supervising plans examiner with over 13 years of experience. She has the knowledge and skills to ensure compliance with all codes / ordinances. Jessica is also highly certified, as she has currently earned 11 different ICC certifications. Before rejoining 4LEAF in 2025, she was a building inspector on our team for four years. She then gained additional valuable experience working directly for the City of Marina as a Senior Building Official before being promoted to Chief Building Official. Her work history highlights her skills and continual professional growth in this industry. As a supervising plans examiner, Jessica applies all her technical knowledge and communication skills to provide additional supervision and support to the 4LEAF team.

Minerva “Minnie” Arredondo, CBO, CALOES – Building Official

Minnie is an experienced Permit Center Manager and Assistant Building Official based in the Monterey Area. She has more than 25 years of experience and is skilled in setting up management systems such as manuals, procedures, and documentation. She is adept in providing high-quality customer service, maintaining department databases and administrative files, scheduling inspections, and supervising Building Department staff and processes to maintain efficiency in the Department. She works well under pressure, is bilingual, organized, highly dedicated, can multitask, and is a great problem solver.

Rouhi El-Rabaa, PE, CASp – Senior Plan Review Engineer / Accessibility Specialist

Rouhi is a licensed professional plan review engineer with over seventeen years of experience in civil engineering. He possesses extensive knowledge regarding residential, commercial, and industrial structure plan review. Rouhi can rely on years of practical experience to support project development for a variety of structures. He has also developed exceptional leadership skills that are crucial for providing direction and efficiency to any project. Rouhi has also been fortunate enough to work with a variety of diverse teams and has since become capable of seamlessly integrating into new groups in the pursuit of successful project completion. These skills make Rouhi an excellent asset to any project team he supports.

Joseph Leonard, SE – Structural Plan Review Engineer

Joseph is a professional and driven licensed professional structural engineer with over 20 years of plan review experience. He has a great understanding of current California Building Standards Codes, especially the Building, Plumbing, Mechanical, Fire, Title 24, CalGreen, and municipal codes of various jurisdictions. Joseph has served in a number of senior positions, providing him with valuable leadership and interpersonal skills. In addition, Joseph has tremendous customer services skills, always leaving clients he works with satisfied. Joseph is a remarkably dedicated and determined team member, and his depth of knowledge makes him an asset to any team he joins.

Daniel Wolfe, PE – Senior Civil Engineer

Daniel is a highly capable civil engineer with over 24 years of experience across a variety of projects. He is skilled in interpreting and applying California building codes, civil plan review, computer-aided design (CAD), construction, and structural analysis. Furthermore, Daniel’s extensive experience within local government has made him highly proficient in coordinating and cooperating with various departments in the pursuit of the successful completion of any project. He has prior experience as a design engineer working on the design of public infrastructure to mixed-use development sites. In addition, served as senior civil engineer for the City of Folsom for nearly two decades. Daniel’s wide variety of experience has shaped him into a capable leader and communicator able to seamlessly work with any team he joins.

**Gabriel Regalado – Plans Examiner / Combination Building Inspector / Inspector of Record**

Gabriel is a Certified Plans Examiner, Combination Building Inspector, and Inspector of Record who is able to enforce codes and zoning requirements using local and California state codes. He possesses strong leadership abilities with years of successfully developing and managing staff skills and placement. Gabriel's extensive background in practical and hands-on inspection makes him adept at successfully and effectively interacting with contractors across multiple construction sites. Gabriel's skills and strong work ethic makes him the perfect addition to any team. **Additionally, Gabriel served as one of our lead inspectors for the \$34.8M Community Center Complex for the City of Gonzales.**

Christopher Fowler, CBO, HCAI A – Senior Combination Inspector / IOR / Fire Inspector II

Christopher has more than 30 years of senior-level commercial construction project management experience, with special emphasis on LEED educational and governmental buildings. He has extensive knowledge of and experience applying, implementing, and enforcing the International Building Codes. Chris has complete understanding and proficiency with all major construction methods and procedures including hands-on management experience as both a general and subcontractor representative and overseer. He has provided nearly 15 years of educational training programs in coordination with the ICC for college curriculums. Chris has ready knowledge of local, state, and federal codes and ordinances such as ICC, UMC, UPC, NFPA, NEC, OSHA, ADA, and health regulations. Additionally, Chris has completed several billion-dollar construction projects including but not limited to, Apple Park, VMware Corporate Campus, and San Mateo County PDU Program.

Kono Soong, CBO – Senior Combination Building Inspector / Inspector of Record

Kono is a Certified Building Official and Combination Residential and Commercial Inspector with over 25 years of jurisdictional experience and has experience performing inspection services for the City of Foster City. Kono is experienced with residential, commercial, and industrial construction and has acted as Lead Inspector of Record at the Jackson Rancheria Hotel & Casino.

Todd Sylla – Commercial & Residential Building Inspector / Inspector of Record

Todd is a highly experienced building and safety professional with over 20 years in inspection, construction, and regulatory compliance. Currently serving as an Inspector of Record with 4LEAF, Inc., he conducts residential and commercial inspections across multiple cities, covering all major trades. His background includes roles as an Inspection Coordinator at Solar City, a federal Mine Safety & Health Inspector, and a Safety Coordinator at Lhoist North America, where he ensured compliance with MSHA and OSHA standards. Todd's hands-on experience, combined with deep knowledge of building codes and safety regulations, makes him a reliable expert in field inspections and jobsite safety.

Robert (Bob) Adler – Combination Building Inspector

Robert comes with an impressive background in plumbing and mechanical inspection and has been progressing his career in the field for more than 30 years. Robert is a hardworking, performance-driven employee with exceptional work ethic, advanced knowledge of the field, and produces quality work. Robert shows discipline in his craft and exhibits a high level of skill and leadership that is demonstrated in his time with the Cities of San Jose and Fairfax. He is an asset to any team or jurisdiction and 4LEAF looks forward to placing him with a jurisdiction that will benefit from his vast skillset.



Daniel Kealey – Combination Building Inspector

Daniel is a highly proficient building inspector with over 25 years of experience in both practical and managerial positions. He is extremely capable when it comes to managing and coordinating inspection efforts in a timely and efficient manner. Daniel’s extensive experience has additionally provided him with a vast amount of knowledge regarding building codes and regulations. These skills combine to make Daniel a highly effective building inspector capable of identifying and correcting deficiencies identified within any project in a timely manner.

Michael Torres – Code Enforcement Supervisor

Michael is a highly efficient professional with 13+ years of customer service experience and 16+ years of related industry experience in working with building departments. Michael is a resolute team player with a strong suit in problem solving abilities, logistical planning, managing projects, and ensuring project completion while working with stakeholders. His professional knowledge and experience with Code Enforcement Departments have equipped him with the skills necessary to respond to blight and nuisance complaints, schedule abatement clean-ups in collaboration with code units, successfully assist in bringing properties into compliance, and conduct all other enforcement duties. Michael is a professional guided by his integrity along with his diligence, ensuring tasks are completed efficiently and swiftly, making him an asset to any department.

Shane Mckeithen – Code Enforcement Officer

Shane brings with him nearly a decade of experience in local government, municipal operations, policy analysis, and field enforcement. He relies on his extensive background in public policy and regulatory compliance with the **County of Santa Cruz to serve local Monterey and Santa Cruz area clients** with professionalism and integrity. Shane’s strong communication skills and bilingual proficiency allow him to work effectively with a wide range of stakeholders, from property owners to agency partners. His solid foundation in legislative processes, commitment to public safety / community well-being, and proactive approach make him a valuable asset to any jurisdiction.

Arthur Rodriguez – Code Enforcement Officer

Arthur is a highly motivated Code Enforcement Officer for 4LEAF, and his excellent communication skills make him highly proficient within the field of code enforcement. Under 4LEAF, Arthur has eagerly adapted to the rigorous field of code enforcement. Arthur has been able to take his extensive experience in supervisory roles over a variety of facilities to grow exceptionally familiar with all the codes and procedures necessary to provide code enforcement services to multiple different municipalities. Additionally, Arthur is extremely proactive and resourceful, as he is currently training to become a Building Inspector as well. With his variety of skills and experiences, Arthur will serve as an exceptional asset to any client he is assigned to.

Management Staff and Select On-Call Supporting Staff Resumes, including qualifications, education, and professional certifications may be found in the appendix of our qualifications package. Resumes for remaining On-Call Supporting Staff are available upon request.

PROFESSIONAL CONSULTING SERVICES

TO THE

CITY OF DEL REY OAKS

SECTION 4.1

SCOPE OF WORK
(PLAN REVIEW)





QA/QC Review Process

Task 1 – Project Tracking Set-up

The first step of our process will be to set up the project in our system to enable 4LEAF and the City each to track the progress of the review. Our plan tracking procedures are designed to track each submittal throughout the review process and maintain accurate and comprehensive records for each submittal.

Task 2 - Complete Submittal Review

Upon receiving the plans from the City, 4LEAF will triage (preliminary plan review performed by 4LEAF plan review project lead) the submittal to verify that the submittal received is complete (i.e., all pertinent plans, calculations, reports, and other related documents) in order that we can begin our review. If the submitted package is incomplete, we will communicate with the City to discuss the deficient documents needed to proceed with our review.

Task 3 - Plan Review Assignment

After the triage process is performed and a complete package is verified, the project will be assigned to the most qualified Plans Examiner and a turnaround time will be established. We will log each application into our database the same day the plans are received to assure that they are routed in a timely manner and to allow for daily project tracking.

Task 4 - Plan Review

4LEAF will provide the project contact (Developer, Contractor, Architect, or Engineer) desired by the City with a list of any items needing correction and clarification to comply with applicable building codes, ordinances, and regulations. A correction list will be created based on the missing codes and ordinances.

Task 5 - Quality Control

Prior to submitting the plan review correction list to the City, the designated plan review project lead will review the correction list for adherence to applicable codes and ordinances as well as for accuracy and completeness. After completion of our quality control review a correction list will be e-mailed to a designated staff member at the City or as directed by the City. The correction list and a 4LEAF transmittal form will include the following information: a description of the work, type of construction, occupancy group, square footage, number of floors, and sprinkler requirements.

Task 6 - Plan Review Rechecks

Plans received for rechecks will be reviewed for conformance. Our goal is to actively work with the designers to resolve all unresolved issues after our second review. If it appears that there are complicated issues that might cause a project to go beyond our second review, we will communicate directly with the designer to resolve these concerns.

Task 7 - Project Approval

Once the final plan reviews are completed and ready for approval, 4LEAF will organize the plans and supporting documents per the City processing requirements and return them to the City, along with our letter of completion.



Turn-Around Times

4LEAF has a tremendous reputation for completing projects on-time and under budget. 4LEAF’s plan review team is widely recognized for quick turn-around times and prompt service. Off-site plan reviews are performed at our office, with plans transmitted by personal delivery or overnight service. The standard turn-around time is within 10 business days for residential plan reviews and within 10 days for commercial/industrial plan reviews; however, these timeframes are negotiable based on your needs. **4LEAF also provides Fire Plan Review services.**

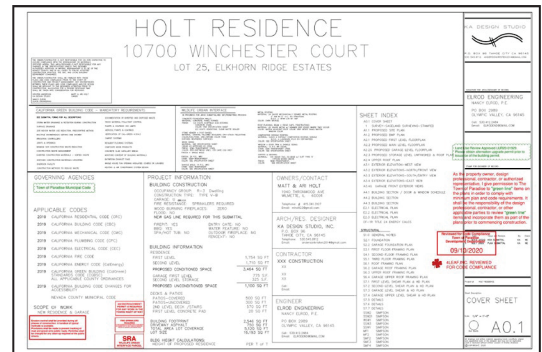
Type of Plans	Transportation	Initial Review	Resubmittal Review	Resubmittal Review #2	Expedited Review	Expedited Resubmittal
*Residential	< 24 Hours (pick up & delivery)	< 10 Days	< 5 Days	< 5 Days	< 5 Days	< 3 Days
**Multi-Family	< 24 Hours (pick up & delivery)	< 10 Days	< 5 Days	< 5 Days	< 5 Days	< 3 Days
Commercial	< 24 Hours (pick up & delivery)	< 10 Days	< 5 Days	< 5 Days	< 5 Days	< 3 Days
***Large Commercial > 15,000 s.f.	< 24 Hours (pick up & delivery)	Negotiable	Negotiable	Negotiable	Negotiable	Negotiable

***Larger complex plan reviews can be negotiated to achieve the best possible pricing. 4LEAF has a proven track record of working with municipalities to provide expedited reviews with special discounted pricing.**

Pick-up of all plans will be performed by 4LEAF staff within 24 hours of the City’s phone call or e-mail. 4LEAF prefers to pick-up and deliver the plans in person to communicate information that may be pertinent to the project and maintain consistent communication. At no additional cost, 4LEAF staff will transport the plans to and from the City upon a phone call to the 4LEAF office or simply e-mail pickupsocal@4leafinc.com.

Document Control

When plans and documents are received for review, 4LEAF’s Plan Review Manager and Document Control Technician analyze the project, creates a job number, and completes a Job Setup Sheet. This form highlights both the jurisdiction, applicable contact information, and all project specific design criteria and notes. Jobs are then transmitted through 4LEAF’s easily accessed EZPlan Review Portal which tracks initial and subsequent reviews and is open for view by the client. The City and their customers can view 4LEAF’s plan review control log through 4LEAF’s EZPlan Review Portal.



Plans then get distributed for review to a 4LEAF team consisting of Plan Review Engineers, Architect (a licensed state professional) and/or an ICC Certified Plans Examiner, as applicable. Our staff then performs his or her function of analyzing the plans and documentation for effective conformance to the state codes, referenced construction standards, and City amendments. 4LEAF’s code review methodology is “The Effective Use of the



Codes” reinforced through proprietary and jurisdictional checklists. When complete, the Plan Review Manager overviews the project for quality control purposes and forwards comments or approvals to the client’s pre-designated contacts.

Off-Site Electronic Plan Review

Digital plan review allows 4LEAF the ability to review, markup and transport plans of any size electronically. We strongly encourage this service for our clients. This process delivers a high degree of cost effectiveness, time efficiency and a “green” and environmentally friendly system. Through our strong focus on utilizing this digital capability, we offer full access to all 4LEAF engineers and plans examiners company-wide, from any of our office locations. A protected online portal will be established to allow property owners, contractors, developers, businesses, designers, and stakeholders to submit plans electronically for review. Access to the online portal will be given to City staff for immediate access to information regarding project status during the review process.

4LEAF has successfully implemented and used Bluebeam for electronic review of files to help eliminate the use of paper and take the plan review workflow to a whole new level. 4LEAF’s offices are equipped with large scale monitors for easy review of plans. Bluebeam Revu combines powerful PDF editing, markup, and collaboration technology with reliable file creation. Bluebeam integrates flawlessly with our Green Line approach for electronic and timely turnarounds resulting in permit issuance within 5-7 business days.

Additional Technologies

Having served more than 500 jurisdictions, 4LEAF and our staff are knowledgeable and have experience in working with a variety of different technologies for Electronic Plan Review, Permit Tracking, and Building Inspections. 4LEAF’s experience with tracking technologies includes, but is not limited to:



Permit Technician

4LEAF has a proven track record of providing Permit Technician/Counter staff to Building Divisions and Community Development Departments. 4LEAF’s provided staff shall review, process, record, coordinate construction projects and serve customers at the public counter, providing information and assistance in written and oral form to the public according to departmental procedures and legal requirements. Our staff encompasses the right combination of experience, education, and certifications. 4LEAF prides itself on providing experienced and dedicated professionals to work with the City and serve the public at the Building Division counter.

4LEAF Permit Technician Staff must be experienced and dedicated to serving the public at the Building Department counter. 4LEAF has numerous Permit/Counter Technicians on staff, many who are currently assigned to Building Departments throughout the state. All staff will have the materials, resources, tools, and training required to perform the job, including software applications such as Accela, Bluebeam, etc. Typical Permit Technician duties include:

- Accepting plans for plan check
- Verification that plans are accurate and complete
- Calculating permit fees
- Explaining ordinances and procedures to owners, contractors, developers, architects, and general public



- Assisting with preparation of permit applications
- Receiving plans for Planning and Building permits and route to various agencies (if requested)
- Accepting complaints on code violations, process, and record complaints
- Answering phone calls for field and office staff
- Processing inspection requests
- Maintaining files for building permits
- Operating the Building Department’s computerized information system
- Inputting a variety of information, including building permits and inspections
- Completing related duties and responsibilities as assigned by Building Official and Senior staff members

Public Assistance

All building permits and plan reviews will be tracked for expeditious processing, considering legal timelines and response time to the Department’s requests from applicants, outside agencies, and other City departments. At a minimum, project milestone estimates and dates shall be tracked. In addition, the City will be tracking data regarding workload, processing times and associated costs of the Department’s operations. These performance metrics will be used to evaluate 4LEAF’s performance.



Building Official

The 4LEAF Interim Building Official can provide in-house plan reviews to the City, limiting the amount of projects distributed to outside consultants and helping the City achieve significant cost savings. The Building Official will act as an adjunct staff member to the City and work with City personnel and various departments to perform professional building services including but not limited to plan review, permit technician, building inspection, and code enforcement.

Staff qualifications for this role include evaluating and documenting projects for compliance with applicable building standards and housing codes, on- and off-site plan review, staff augmentation, and other building department related tasks. Proposed staff for this role will be appropriately trained and certified for all work.

Placement Schedule

Building Department Staff	Interim	Full-Time
Permit Technician (ICC Certified)	< 2 Days	< 5 Days
Assistant Permit Technician / Counter Staff	< 2 Days	< 5 Days
Building Official	< 2 Days	< 15 Days

QUALIFICATIONS TO PROVIDE

Item 4.

PROFESSIONAL CONSULTING SERVICES

TO THE

CITY OF DEL REY OAKS

SECTION 4.2

SCOPE OF WORK
(INSPECTION)



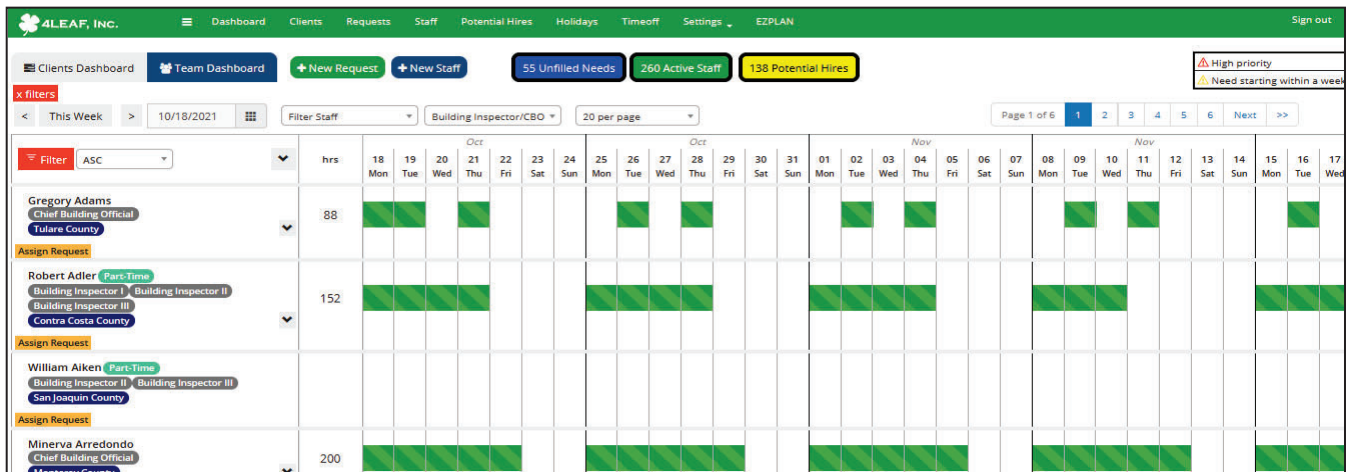


SECTION 4.2: SCOPE OF WORK (INSPECTION)

Inspection Services

4LEAF has a team of more than 200 ICC Certified Building Inspectors, OSHPD/DSA Inspectors of Record, Fire Personnel, and Construction Inspectors working on various contracts. 4LEAF has a team committed to work throughout California who will remain for the duration of projects to ensure we capture the goals and performance that have made our inspection system successful.

We maintain the largest database of qualified inspectors of varied qualifications. Inspectors vary from current full-time inspection staff, idle staff (temporarily between assignments), and pre-qualified staff which include inspectors who are available subject to client demand. 4LEAF’s inspectors are all ICC Certified and experienced working within a municipal work environment. 4LEAF will provide inspectors with all the necessary tools, equipment, and current code books sufficient to facilitate all required inspections. **4LEAF can provide interim or full-time inspectors same-day or within one business day**—simply call, email, or text our assigned Project Manager for an immediate response. Our on-call database is utilized for all our clients for as-needed requests.



Periodic Inspection Services → Available Next Day

4LEAF can fulfill inspection requests immediately upon request including same day. 4LEAF has a wealth of local and available inspectors ready to serve the City. In addition, 4LEAF has a proven track record of providing such services to a number of different building departments.

Part-Time Inspection Services → Available Next Day

4LEAF will provide the City with part-time inspectors upon request. 4LEAF can provide part-time staff within 24 hours of request for any duration of time. 4LEAF’s Project Manager will work closely with the department to identify the right personnel and determine the appropriate work schedule.

Full-Time Inspection Services → Available Two Days or Less

4LEAF can provide full-time inspectors upon request. 4LEAF provides this service regularly to many clients throughout Northern California, Peninsula/South Bay, East Bay, North Bay, Central Valley, Central Coast, Sacramento Valley, and Southern California.



Project Specific Inspection Services → Available Two Days or Less

4LEAF is often tasked with providing inspection services to large projects on behalf of municipalities. 4LEAF currently handles large-scale projects for such clients as the City of Palo Alto, City of Cupertino, etc. These projects are developer funded into a separate City account which is distributed to 4LEAF using a separate invoice and contract number. This is particularly helpful to fast paced projects looking for continuous inspection services over a short period of time (i.e. 6 - 36 Months).

Inspection Technology

4LEAF has extensive experience working with various inspection reporting technologies, including **elas™** and GoFormz which 4LEAF used this for all scopes of the Apple 2 Campus (~\$8 Billion), the SeaTac Airport Renovation Project (~5 Billion), the Encore Boston Harbor Casino (~\$2.6 Billion), the San Mateo County Project Development Unit (~\$1.1 Billion), and at San Jose State University (~\$1 Billion). Innovative technology allows every piece of information collected on a project to be accessible by all staff as every inspection report is stored securely and safely in the cloud. The information can be accessed through a user's web account where any inspection report can be viewed, and reports can be ran using stored project data. With inspection technology, 4LEAF inspectors are able to leave detailed notes under the inspections and observations box and instantaneously attach pictures to reports to show the items inspected. By means of an iPad, inspectors sign reports using a mobile signature block and attached pictures of the item inspected that were taken using the iPad.



elas™ Page View

The screenshot displays the 'elas' software interface. At the top, there are navigation tabs and a search bar. Below that, there are filter options for 'Viewing Options', 'Client requests', and 'Monthly view'. The main area is a calendar grid showing inspection requests for the month of April 2025. Each day has a list of requests with details like 'Client Name', 'Role', and 'Status'. A 'Create Request' modal is open in the foreground, showing fields for 'Client Name', 'City', 'No. of staff needed', 'From-To', 'Days', and 'Request Type'. Below the modal, there is a 'Potential Staff' table with columns for Name, Role/Specialty, Contact number, Email, Availability, and Options.

Name	Role/Specialty	Contact number	Email	Availability	Options
Adem Bucuret	Building Inspector			Available	Select Staff
Albert Johnson	Inspector of Record (IOR)			Available	Select Staff
Andre Oudrow	Building Inspector			Available	Select Staff
Andrew Cook	Building Inspector			Available	Select Staff

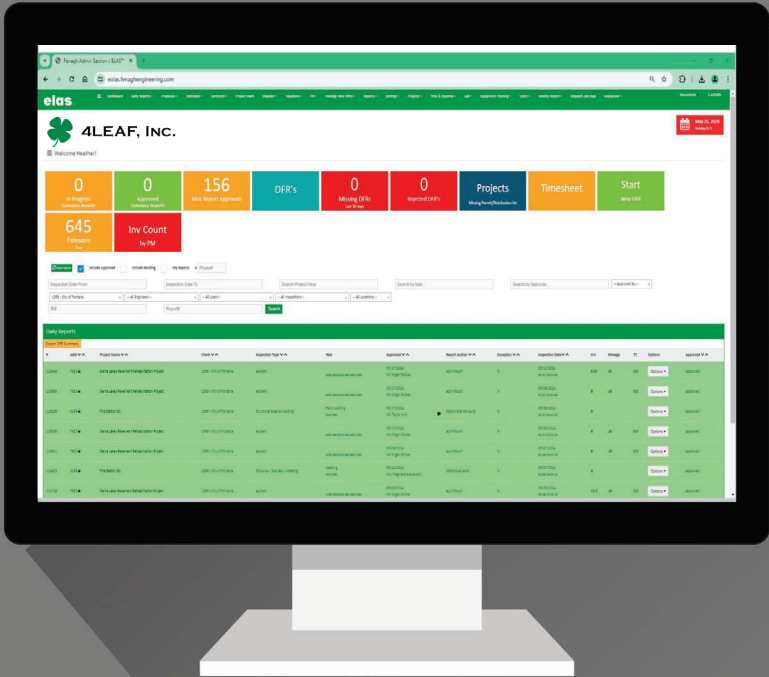


Advanced Technologies Through Elas.™

Our team’s proprietary **elas.™** platform is a key tool supporting efficient and accurate field documentation and reporting for this project. **elas.™** will be used by our team to streamline the management of inspection data, daily reports, plan review documentation, code compliance, and more.

elas.™ will integrate seamlessly with City’s required platforms allowing inspection logs, plan review comments, and CBO certifications to be **efficiently shared and tracked**. This ensures that all team members across the City are working from the same, up-to-date information set.

elas.™ offers a secure Client Portal for designated City personnel, allowing 24/7 access to project records and real-time updates. This transparency supports timely communication and coordinates action across the full project team. **elas.™** enhances collaboration, improves data accuracy, and ensures that all documentation complies with the City’s digital and project-specific requirements.



FEATURES OF ELAS™

- » **Efficient Dispatch Coordination**
- » **Customized and Comprehensive Report Preparation**
- » **Ability to Download Reports**
- » **Secure Web-Based Document Management**
- » **Billed-to-Budget Reports**
- » **Summary Invoices**

STEP 1	» Establish minimum advance notice requirement with the City.
STEP 2	» Each service request is promptly logged into elas.™
STEP 3	» Collaboration between Dispatch Team and Project Team to allocate resources and qualified personnel
STEP 4	» 4LEAF personnel are notified of their assignments through elas.™

PROFESSIONAL CONSULTING SERVICES

TO THE

CITY OF DEL REY OAKS

SECTION 4.3

SCOPE OF WORK
(CODE ENFORCEMENT)





SECTION 4.3: SCOPE OF WORK (CODE ENFORCEMENT)

Our Code Enforcement personnel are certified through the **International Code Council, CACEO, and various training programs offered through accredited institutions.** In addition, most of our personnel hold a PC832, ICC Property Maintenance and Housing Inspector, and/or CACEO.

4LEAF staff have experience in collaborating with property owners and other responsible parties to bring properties into compliance with regulatory standards. Our team is entrusted with the responsibility of ensuring adherence to local, state, and federal laws, codes, ordinances, and regulations pertaining to various aspects of community development and public safety. Our Code Enforcement team possesses a diverse skill set and expertise covering a wide area, including building construction, zoning, land use, property maintenance, health and sanitation, environmental protection, and public nuisances. Our Code Enforcement team is adept at utilizing various procedural mechanisms, such as issuing administrative citations, investigating potential violations and ensuring prompt resolution while upholding legal integrity. At 4LEAF, our primary goal for our code enforcement team is to promote and maintain the health, safety, and welfare of residents and visitors within the municipality or jurisdiction we serve.



4LEAF Code Enforcement Officers have experience in writing criminal citations and in working with legal counsel to assist in the successful prosecution of Code Enforcement cases either in criminal or civil courts when necessary. We focus on nearly every area of Code Enforcement including, but not limited to, the following categories detailed below.

Scope of Services & Areas of Enforcement

Standard Operating Procedures

4LEAF's Code Enforcement Directors have an extensive history with Cities and Counties in preparing Standard Operating Procedures (SOP's) to ensure consistency while performing code enforcement duties. This will provide guidelines for Code Enforcement personnel to implement and achieve voluntary compliance. These SOP's are specific to each community's needs and we help establish a uniform set of guidelines for consistency and efficiency. Some of these areas include:

- Training guidelines for new Code Enforcement Officers
- Safety guidelines (including Officer Safety Procedures or compliance with SB246)
- Hearings
- Testimony

Blight Enforcement

Our team works to identify and enforce state and local laws pertaining to the maintenance of private property. Through field contact with tenants and property owners, our team works efficiently in providing guidance to address blighted conditions such as overgrown weeds, trash, debris, and graffiti.



Classroom Training with CEUs

You can often find members of 4LEAF training nationally for organizations such as the International Code Council (ICC), American Association of Code Enforcement (AACE), California Association of Code Enforcement Officers (CACEO), and other nationally recognized affiliations of these chapters. 4LEAF’s training leads include Pete Roque, Kenneth Eckman, and Alejandra Molina. Our instructors are nationally accredited and offer Continuing Education Credits (CEUs).



Our trainers currently cover topics such as:

- 10 Most Common Complaints
- Accessible Parking
- ADU Legislation
- Agency Promotion Community Relations
- Banner and Sign Enforcement
- Basic Ethics
- Basic Ethics and Inspections
- Basic Ethics, Authority, and Inspections
- Basic Inspection Protocol
- Basic Report Writing
- Basic Residential Construction
- Blueprint Reading
- Building And Safety Presentation
- Building Blocks for Code Enforcement Officer Success
- Building Code
- Building Inspections and Code Enforcement – A Powerful Duo
- Case Documentation
- Case Management from Start to Finish
- Code Enforcement 101
- Code Enforcement Culture
- Courtroom Testimony and Demeanor
- Dealing With Difficult People
- Effective Communications – Bridging the Gap with External and Internal Customers
- Ensuring Short-Term Rental Reg. Compliance
- Essentials for Short-Term Rental Enforcement
- Ethics
- Hoarding
- Individual Awareness and Preparation
- Inspection Protocol
- Interior Inspections
- Intermediate Communications
- Interview And Interrogation
- Interview And Report Writing
- Investigative Report Writing
- IPMC 2021 or 2018 Exam Prep
- IPMC 2021 Overview
- Landlord Tenant Disputes
- Legal Aspects
- Marketing Your Code Enforcement
- Mobile Vending
- Mold, Lead, Asbestos, & Vectors Enforcement
- Multi-Agency Task Forces
- Officer Safety – Drug Awareness for the Code Enforcement Officer
- Officer Safety – Encountering Mental Illness in the field of Code Enforcement (Self-Care)
- Officer Safety – Field Inspection Protocols for the Code Enforcement Officer
- Officer Safety – Gang Awareness for the Code Enforcement Officer
- Officer Safety – Hazardous Building Safety for the Code Enforcement Officer
- Planning And Zoning Basics
- Property Maintenance



Community Outreach

4LEAF will review current outreach and engagement initiatives and make appropriate recommendations to the City. Items typically reviewed include:

- Opportunities for involvement in community events
- Creation of pamphlets and marketing material
- Social media engagement
- News media outlets
- Municipal Code Enforcement web page
- Review of frequently asked questions



Department Assessments

4LEAF is working with many Community Development Departments to provide assessments of their code units reviewing closely staffing levels, Standard Operating Procedures (including branding/rebranding, target issues, prioritization of existing Code Enforcement cases, community engagement strategies, written materials such as compliance notices, postings and door hangers, data entry, inspection response time management, and training programs. Additionally, 4LEAF provides in-house assessments and regular meetings with directors and municipal stakeholders for plan implementation and execution.

Hearing Officers

4LEAF has Hearing Officers available for contracted municipalities. Our seasoned officers are trained to understand the existing Municipal Code as well as other adopted codes and make a knowledgeable determination regarding the validity of a violation. Results may include the issuance of fines or granting additional time for compliance for respondents with unusual hardships.

Inspections

4LEAF can provide certified and qualified staff to perform inspections in a lawful manner that respects the reasonable expectations of privacy and security of residents and their properties. Inspections conducted will determine if conditions on the properties are compliant with applicable sections of the current editions of the International Property Maintenance Code (IPMC), Municipal Code, Zoning Code, California Health and Safety Codes, Uniform Housing Code, Uniform Code for the Abatement of Dangerous Building, CA Residential Code, CA Building Code, and trade codes.



Upon assignment, 4LEAF’s Code Enforcement staff will be ready to respond and provide compliance solutions to code cases, new and existing, with minimal impact to current processes.

4LEAF Code Enforcement Inspectors are qualified to do the following:

- Perform inspections for violations of Building Codes and Ordinances as adopted by the municipality.
- Research properties for prior approvals, permits, and general information relating to violations.
- Investigate and take necessary action when a violation of municipal codes exists.



- Consult with the City Council as required, when requested by the Code Enforcement Manager/Director, and when escalated enforcement may be required.
- Comply with the City’s procedures for reporting inspection results and deficiencies.
- Use City inspection correction forms.
- Complete necessary digital entries that capture site inspection results, case status communications and any documentation of notices provided to responsible parties and stakeholders.
- Conduct follow-up inspections as needed.
- Notify the responsible parties of other agency approvals prior to closing a Code Enforcement action.
- Maintain records as needed for the efficient and effective operation of the City.
- Meet with members of the public and municipal staff on a daily basis as needed.

Short-Term Rental Programs

One of the fastest-growing programs within Code Enforcement Divisions is short-term rentals. 4LEAF assists with compliance with municipal short-term rental ordinances that require property owners to adhere to several rules, including limiting the number of daytime and overnight guests, prohibiting events and amplified sound, and posting specific rules and emergency information, among others. Short-term rentals are presenting challenges within our communities. While these rentals offer unique opportunities for travelers and hosts, they have also brought forth various concerns that warrant immediate attention. Housing availability, neighborhood dynamics, and safety considerations have raised valid apprehensions among residents. 4LEAF understands these issues and is pleased to present a comprehensive scope of services designed to regulate short-term rentals effectively, fostering a harmonious coexistence for all stakeholders involved. Our proposed solution encompasses meticulous research, the development of fair regulations, stringent compliance inspections, and a robust enforcement system to address illegal postings and operations. With these measures in place, we can resolve the prevailing issues and create a sustainable short-term rental ecosystem that benefits the entire community. We look forward to collaborating with you all in implementing this solution and achieving a positive and lasting impact on our neighborhoods. These are scopes of services that we provide, including but not limited to:

1. **Research and Analysis:** Conducting a thorough study of the local short-term rental market is crucial to understanding the current landscape and potential impact on the community. This data-driven approach enables your jurisdiction to make informed decisions and design effective regulations tailored to your specific needs.
2. **Developing Regulations and Policies:** Developing clear and well-defined regulations is essential for creating a level playing field for all short-term rental operators. These policies help establish guidelines, standards, and boundaries that ensure the industry operates responsibly, benefiting both residents and hosts alike.
3. **Licensing and Registration:** Implementing a licensing and registration system ensures that only eligible and responsible operators are allowed to offer short-term rentals. This process helps your jurisdiction track and communicate with operators, making it easier to enforce regulations and ensure compliance with safety and tax requirements.



4. **Compliance Inspections:** Regular compliance inspections are vital to guarantee the safety and quality of short-term rental properties. By verifying adherence to regulations, your jurisdiction can maintain community safety, prevent potential hazards, and protect the rights of both guests and neighbors.
5. **Enforcement and Penalties:** A robust enforcement mechanism, including penalties for non-compliant operators, serves as a deterrent against illegal or irresponsible practices. By imposing consequences for violations, authorities can discourage unlawful behavior and encourage operators to adhere to the established regulations.
6. **Data Monitoring and Reporting:** Implementing or ensuring that proper documentation is completed is standard operating procedure for 4LEAF. A proper data monitoring system provides insights into the short-term rental market's impact on housing and the local economy. It enables evidence-based decision-making, helping your jurisdiction adjust regulations if necessary and fostering transparency in the regulatory process.
7. **Public Awareness and Education:** Public awareness campaigns educate both short-term rental operators and residents about their respective rights and responsibilities. By promoting best practices and addressing concerns, these campaigns foster a sense of community understanding and cooperation, reducing potential conflicts.
8. **Collaborative Partnerships:** Partnering with short-term rental platforms and law enforcement agencies fosters cooperation and facilitates compliance. Data sharing and joint efforts between these stakeholders help streamline the enforcement process and address challenges more effectively.
9. **Complaint Resolution:** a complaint resolution empowers residents to report issues and complaints related to short-term rentals. Swift and fair resolution of complaints helps maintain harmony within the community and ensures that any problems are addressed promptly.
10. **Periodic Review:** Regularly reviewing and updating regulations allows your jurisdiction to keep pace with changes in the short-term rental industry and adapt to new challenges or opportunities. This flexibility ensures that the regulatory framework remains relevant and effective in achieving its intended goals.

Lead Abatement

Although lead-based legislation has been around since the 1950s, nationwide regulation was not enforced until 1971 with the introduced of the Lead-Based Paint Poisoning Prevention Act (LBPPPA), which prohibited the use of lead-based paint in residential structures constructed or rehabilitated by the Federal government or with Federal assistance. In 1973, an amendment to the LBPPPA stated that lead-based paint should be removed from pre-1950 housing and structures. Our Code Enforcement team follows the requirements set forth by the State of California to ensure proper lead safe practices are taking place in removal of lead-based paint to protect citizens from exposure.



Additionally, our team participated at the National Healthy Homes Conference in 2022 in Baltimore, MD, where we spoke on the importance of Code Enforcement for Lead Paint Abatement Programs to safeguard communities.



Massage Parlor Enforcement

This scope can often be utilized for undercover stings with partnering agencies for businesses that not only violate criminal laws but also building code violations, licensing requirements, and potential massage parlor ordinances in the City. Early detection is vital in these cases and steps include background checks and other reasonable means of identification and clearances. Our team has championed programs specializing in identifying and mitigating illegal actions in massage parlors.

Parking Enforcement

4LEAF has the capabilities of providing parking enforcement. This includes:

- Enforcement of state and municipal parking regulations.
- Removal of abandoned and nuisance vehicles from the public right-of-way.
- Issuance of parking citations and review of contested citations.

Policy Review

4LEAF shall review and read current policies and procedures and define policy clearly to set the tone for your municipality's Code Enforcement Program. A clear policy communicates defined expectations to stakeholders whether it's how they handle complaints, how Code Enforcement Officers conduct compliance reviews, or any other aspect that the municipality needs to have communicated and consistently followed. 4LEAF will develop a well-defined user-friendly format.

Program Analysis

4LEAF understands that Code Enforcement is an essential part of a community's public health and safety, providing a regulatory mechanism to ensure the public's overall wellbeing. Addressing the community's concerns in a timely and efficient manner is paramount to a successful Code Enforcement Program. 4LEAF personnel will perform the following:

- Conduct investigative inspections of unpermitted activities.
- Create standard operating procedures, if required.
- Conduct review of all administrative/misdemeanor citations.
- Provide guidance for resolution of high case load along commercial corridors.
- Assist with complex code enforcement cases.
- Provide guidance for resolution of existing cases.
- Provide in-house and/or field training of traditional Code Enforcement protocols.
- Create an outreach plan to address and deter unpermitted vending/commercial corridor violations.

Program Development

4LEAF project managers have experience in working collaboratively with clients to further develop and enhance their Code Enforcement Program when requested. Our project managers are currently working with local jurisdictions to revise and strengthen Code Enforcement Programs to gain voluntary compliance, provide resident education, and effectively communicate with the public. 4LEAF staff takes an approach in recommending, implementing, and executing program assessments, creation of policies and procedures, creation of training manuals for new hires, providing educational materials for the public, providing staff with up-to-date training, teaching current Code Enforcement staff options for compliance using adopted ordinances, and providing



recommendations to cases that may require specialized expertise that may be sensitive in nature. 4LEAF staff also has designated staff tracking recent legislation to ensure the municipality follows state regulations and clients are aware of upcoming legislation that may affect their Code Enforcement Program.

Project-Specific Assignments

Our Code Enforcement Directors are often brought on board by municipalities to provide consulting for long-standing cases that need a fresh set of eyes and assessment. The Code Enforcement team at 4LEAF will lend their considerable expertise in bringing those difficult cases into compliance. We will review your most challenging cases, assess the work done to date, and confer with the Municipal Code and your department's Standard Operating Procedures. Once our analysis is complete, 4LEAF will provide you with a detailed report of our findings and specific step-by-step strategies to get those cases off the active roster. 4LEAF personnel will be available to speak with stakeholders such as Department Heads, Council, and other elected officials. If necessary, we can also provide Expert Witness Testimony.

Rental Housing Enforcement

Our team will assist with the inspection of residential rental properties on a routine and comprehensive basis to assure the overall quality of the unit meets the requirements of the Health and Safety Code and property maintenance guidelines. This includes educating property owners, property managers, and tenants about those requirements.



Review and Develop SOPs

4LEAF routinely works with Code Enforcement Divisions to review the current Standard Operating Procedures and provide suggestions for enhancing SOPs. Our staff can also help implement and train the existing municipal personnel in these changes. Currently, we are providing these services for California municipalities such as the cities of Escondido, Del Mar, and San Diego.

Staff Augmentation (After-Hours / On-Call Officers)

4LEAF specializes in providing personnel to municipalities on a part-time or full-time basis. At your request, our staff arrives at your door with training opportunities, study materials, company phones, and energy- saving fleet vehicles. When necessary, **4LEAF is capable of providing Code Enforcement staff outside of normal business hours to improve response times, address code violations, and improve response times and maintain public space integrity.** 4LEAF's Code Enforcement Staff Augmentation personnel categories include:

- Department Director
- Department Manager
- Code Enforcement Manager and Training Officer
- Senior Code Enforcement Officer
- Code Enforcement Officer I & II
- Code Enforcement Coordinator/Technician
- Hearing Officer





Stormwater Enforcement

4LEAF provides Stormwater Enforcement. This includes the visual inspection of infrastructure dedicated to the management of rainwater. Violations would include having inadequate erosion/sediment controls for property, failing to conduct/document inspections, illegal dumping, overgrowth of vegetation, and flooding.

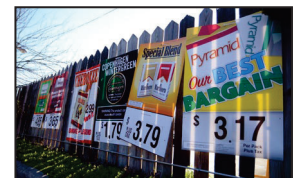
Substandard Housing

One of the major areas of code enforcement throughout the U.S. is the inspection of Substandard Housing. 4LEAF Code Enforcement Officers routinely inspect and report any violations to housing codes including substandard and uninhabitable conditions, un-permitted construction, unlawfully created units or spaces, inadequate or non-existent heating, accumulated trash and debris, lack of utilities, property maintenance, mold, and rodent/insect infestations.



Tobacco Enforcement

These programs ensure that retailers are properly licensed/permitted for the sale of tobacco and such establishments are posting proper notification such as STAKE Act stickers at each point of sale. In addition, we can assist in compliance with work-place smoking and vaping prohibitions.

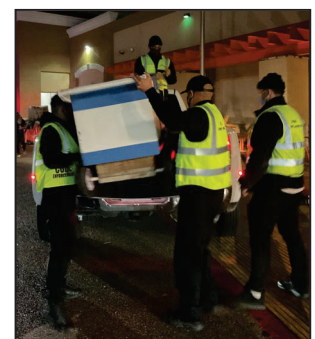


Vendor Enforcement

In many areas across California, unlawful street vending has become a pressing concern. These vendors, offering a wide variety of products, often operate without adhering to established regulations, leading to challenges such as littering, public right of way obstructions, and unfair competition with authorized businesses. While California has taken commendable steps, such as the introduction of Senate Bill 946 and Senate Bill 972, both of which are designed to regulate and decriminalize certain aspects of street vending, there remains much work to do. Many vendors, driven more by economic desperation than defiance, continue to bypass these regulations, resulting in a surge of potentially unsafe vending operations, many of which are food vendors. This not only jeopardizes public health but also diminishes the state's regulatory efforts.



4LEAF is an experienced solution-oriented firm that recognizes the complexities of this issue. Beyond mere law enforcement, the 4LEAF team understands the socio-economic intricacies driving vendors towards this livelihood. Our tailored programs are designed to address the root causes, ensuring vendors have pathways to legitimate operations while helping jurisdictions maintain public safety and order. Through a partnership with the City, 4LEAF is poised to offer a comprehensive strategy and service that not only aligns with state regulations but also provides sustainable solutions for the challenges of unlawful street vending.



PROFESSIONAL CONSULTING SERVICES

TO THE

CITY OF DEL REY OAKS

SECTION 5

REFERENCES





SECTION 5: REFERENCES

City of Sand City

Inspection, Plan Review, Code Enforcement, Permitting, and Chief Building Official

4LEAF is the City of Sand City’s Building Department consulting firm. Our services include:

- Chief Building Official
- Building Inspections / Project Inspections
- Building and Civil Plan Reviews
- Permit Technician/Permit Processing
- Traffic Engineering
- Fire Review and Inspection
- Code Enforcement



In 2025, 4LEAF was selected as the sole provider of Plan Review and Inspection Services for three major developments to be constructed over the next five years. 4LEAF provides inspection services and plan review for each project which will utilize 4LEAF’s internal management system EZ Plan Review and GoFormz.

South of Tioga

4LEAF provides Project Management, Plan Review, and Inspections on this mixed-use (residential) 10.64 acre site bounded by Tioga Avenue to the northeast, California Avenue to the southeast, East Avenue to the southwest, and the Merle Street right-of-way to the northwest, and includes 356 multi-family residential units, 216 hotel units, and a restaurant. There will also be a surface parking lot as well as a multi-story parking garage. Also included in this development, is a proposed new road that will be dedicated as a City Right-of-Way. The project will merge existing lots, abandon existing public rights-of-way, creates six new parcels (HI, HIA, H2, H2A, R-1, and R-2), relocates an existing wastewater lift station, dedicates additional right-of-way to, or relocation of, existing streets, and dedicates right of-way for new public streets. The project will be separated into five (5) separate components.



- Demolition of multiple buildings on approximately 41 existing parcels.
- Completion of new public streets and rights-of-way, utility and infrastructure installation, and preparation of development pads on each of the projects newly created parcels.
- Construction of a five-story wood frame building consisting of a 216-room Hotel and restaurant with associated parking adjacent to the building
- Construction of a seven-story wood frame building consisting of 125-unit multi-family residential structure.
- Construction of a seven-story wood frame building consisting of 231-unit multi-family residential structure with an associated four-story concrete parking garage.

Client Name: City of Sand City
Client Contact: Vibeke Norgaard, City Manager
Client Address: 1 Pendergrass Way, Sand City, CA 93955
Client Telephone: (831) 394-3054 ext. 212
Project Dates: 2020 – Present
Client Email: Vibeke@SandCityCA.org



City of Pacific Grove

Inspection, Plan Review, Permitting, and Code Enforcement

4LEAF is currently the City of Pacific Grove’s only Building Department Consulting Firm. Our duties include:

- Chief Building Official
- Building Inspection Services
- Project Inspection Services
- Building and Civil Plan Review Services
- Permit Technician/Permit Processing
- Code Enforcement Services
- Planning



4LEAF has been the sole provider of Plan Review and Inspection Service for two major developments to be constructed over the next three years. 4LEAF has been providing inspection services and plan review for each of these projects for the entirety of the project cycle. These developments will utilize 4LEAF’s internal management systems EZPlan Review and GoFormz.

Pacific Grove Hotel

4LEAF is providing the plan review, inspection, and Project Management on Pacific Grove’s first new construction hotel project since 1983. This luxury four-star hotel will feature 102 guestrooms and suites with ocean views from all four floors, luxury amenities, and elevated Spanish colonial design. Amenities include a chef driven Restaurant and Bar, Day Spa, Expanded Fitness Center, Redwood Saunas with Himalayan Rock Wall, and Two Pro-Style Virtual Golf Simulators.



ATC Hotel and Commercial Project

4LEAF is providing the plan review, inspection, and Project Management on a project to replace the existing 165,000 square feet of “factory outlet” and related uses with a new hotel and commercial uses. The hotel and commercial uses would provide 225 guest rooms in two primary guest wings



(Family/Group Wing and Executive Wing) with a restaurant and bars, meeting and gathering spaces, spa and fitness center and approximately 20,000 square feet of street retail uses along the Ocean View Boulevard frontage. These street retail uses would retain and incorporate portions of the existing industrial structure.

Client Name: City of Pacific Grove
Client Contact: Tori Hannah, City Manager
Client Address: 300 Forest Ave, Pacific Grove, CA 93950
Client Telephone: (831) 648-3106
Project Dates: 2019 – Present
Client Email: CityManager@CityofPacificGrove.org



City of Hollister

Plan Review, Inspection, and Permit Technician Services

4LEAF has been providing full Building Department Services to the City of Hollister since 2012. Currently, 4LEAF provides the City with more than 14 full-time employees at the City’s Building and Planning Departments who perform Building Official, Building Permit Issuance, Building Inspector, Code Enforcement, Planning, and Building Plan Checker services, essentially all standard functions of a Building Department. 4LEAF also provides off-site Plan Check and Fire Plan Check services.

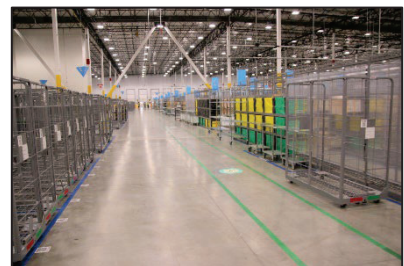


Services provided to the City include:

- Combination inspections to verify with City of Hollister’s latest adopted and amended Title 24 California Building Codes, parts, 2,3, 4, 6, 8, and 12 covering structural, fire, life-safety, disables access, energy conversion, plumbing mechanical and electrical installations.
- Off-site plan review. 4LEAF’s off-site plan review team completes residential and commercial plan reviews on any projects not performed by on-site personnel. Plans include an initial review and subsequent rechecks. All pick-up or shipping expenses are covered by 4LEAF. All initial plan reviews for residential, commercial, and large commercial are completed within (10) working days of submittal. Subsequent reviews are completed within (5) working days of the resubmittal.
- Preparation of all building permits and related paperwork to be submitted to the City for collection of permit fees.
- Collection of all fees for building inspection and review services at Building Department office and submits to the City’s Finance Department all received payments by the close of each business day.
- Fire plan review for alarm permits, fire sprinkler systems, hood system, and underground storage tanks for compliance with all applicable, local, state, and federal codes. Provides all approved plans to the city fire department to make inspections. Collects fees for fire plan checks, fire permits and fire inspections.

Project Highlight:

4LEAF is currently closing out Project Almond which is **Amazon’s** signature fulfillment center and office space for the Silicon Valley area. 4LEAF provided two full-time Inspectors of Record and Public Works personnel for the entirety of the project. This included 1 million sq. ft. on a 1,500-acre lot is estimated at more than \$50 million.



Client Name: City of Hollister
Contact Contact: Gabriel Martinez, CBO
Client Address: 375 Fifth Street, Hollister, CA 95023
Client Telephone: (831) 636-4355
Project Dates: 2012 – Present
Contact Email: Gabe.Martinez@Hollister.ca.gov



City of Cupertino

On-Call Building Inspection and Plan Review Services

4LEAF currently performs on-call building inspection and plan review services for the City of Cupertino. 4LEAF has completed numerous residential and commercial projects on behalf of the City. Some of the highlighted projects include:



Apple Park

4LEAF provided the Building, Fire, and Public Works Department Inspection services on the largest private commercial construction project in the Country. 4LEAF was tasked with mobilizing a **project team of more than 20** Building, Fire, and Public Works Inspectors, Project Administration Staff, and Engineering team for this more than **\$6 Billion project**. 4LEAF was responsible for coordinating the inspections in relation to the City’s permits and ultimately packaging milestones of the project for occupancy approval from the City’s Chief Building Official.

- **Main Building** – The Main Building accommodates up to 12,000 employees and comprises approximately 2.8 million square feet.
- **Corporate Fitness Center** – Comprising approximately 100,000 square ft.
- **Corporate Auditorium** – Comprising approximately 120,000 square feet and will hold up to 1,000 people.
- **North and South Parking Structures** – Two above-grade parking structures of approximately 6,000 spaces.
- **Central Utility Plant** – Integrated parking structure and serves all buildings on the Main Building site.
- **Phase 2 Research and Development Buildings** – 600,000 square feet of office, research, and development.



Main Street Cupertino

4LEAF completed the plan review and inspections for the 17.4 acre Downtown Cupertino project that includes 130,000 sq. ft. of retail space, 100,000 sq. ft. of office space, and 160 units of high-end senior Housing. The project in its entirety is valued at over \$500 million.



Vallco Town Center

The Vallco Town Center project is a mixed-use development on the site of the former Vallco Shopping Mall in Cupertino, encompassing housing, office space, retail, and a large green roof park, with plans for almost 2,700 housing units. For this \$2.2 billion project, 4LEAF is conducting the plan review and inspection.



Client Name: City of Cupertino
Client Contact: Sean Hatch, CBO, Chief Building Official
Client Address: 10300 Torre Ave, Cupertino, CA 95014
Client Telephone: (408) 777-3231
Project Dates: 2010 – Present
Contact Email: SeanH@Cupertino.org



City of Palo Alto

Building Inspection, Permit Technician, and Plan Review Services

Since 2007, 4LEAF has provided several combination inspectors to assist the City staff with routine daily inspections for commercial and residential properties located throughout Palo Alto. Our inspection services vary from full-time to temporary part-time staff.

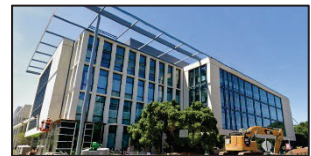


On-Site Plans Examiners

Since 2010, 4LEAF has provided on-site plans examiners for the City of Palo Alto. All Plans Examiners are registered Engineers in the State of California and are responsible for reviewing larger projects between \$100,000 to \$50,000,000 under the direction of the Chief Building Official. In addition, they will also assist the Permit Counter with over-the-counter plan reviews and general questions from the public. Some of the most recently reviewed projects include Skype, Stanford Medical Center, Technology Credit Union, and VMware. 4LEAF is currently reviewing and inspecting the following projects:

Stanford Biomedical Innovation Building – \$126 Million

New research laboratory building for Stanford University School of Medicine. Four-story above garage and one below grade for a total of 216,647 SF. Wet-bench research laboratories and associate support spaces, faculty offices and open office spaces workstations, conference rooms and staff amenity spaces.



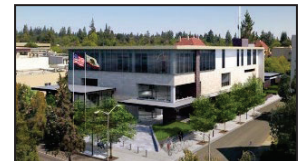
2600 El Camino Real – \$13.5 Million

New four-story 62,616 SF office building over one level of basement garage parking (36,957 SF) office is structurally connected to a two-story above grade parking garage (24,059 SF)



City of Palo Alto Public Safety Building – \$84 Million

New three-story, 136,873 SF City of Palo Alto Public Safety Building will have 2 levels of underground parking and will house the Police Department, 911 Emergency Dispatch Center, the Emergency Operations Center, the Office of Emergency Services, and the administration needs of the Fire Department.



744 San Antonio Rd. – \$42 Million

Courtyard by Marriott and an AC Hotel by Marriott. Two, five-story hotels (164,764 SF) hotels offering a combined 294 rooms with surface and underground parking.



ISO 1 Rating

With approximately 13 full-time personnel working at the City of Palo Alto, 4LEAF was instrumental in the program put in place to achieve an ISO 1 Rating. In March of 2015, Palo Alto became the 8th City in the Country out of 14,000 Building Departments to achieve this status.



Client Name: City of Palo Alto
Client Contact: George Hoyt, CBO, Chief Building Official
Client Address: 285 Hamilton Ave, Palo Alto, CA
Client Telephone: (650) 329-2368
Project Dates: 2007 – Present
Contact Email: George.Hoyt@CityofPaloAlto.org

QUALIFICATIONS TO PROVIDE

Item 4.

PROFESSIONAL CONSULTING SERVICES

TO THE

CITY OF DEL REY OAKS

SECTION 6

FEE SCHEDULE



4LEAF, INC.

138



BASIS OF CHARGES

Rates are inclusive of “tools of the trade” such as forms, telephones, and consumables.

- All invoicing will be submitted monthly.
- All invoices will include a 3% administrative fee.
- Cancellation of Building Inspection services within 24 hours of scheduled inspection will incur a minimum 2-hour charge.
- Staff Augmentation work (excluding plan review) is subject to 4-hour minimum charges unless stated otherwise. Services billed in 4-hour increments.
- Most plan reviews will be done in 10 business days or less and 5 business days or less for re-checks. This is not inclusive of holidays or the day of the pick-up of plans.
- Expedited reviews will be billed at 1.5x the plan review fee listed in the fee schedule. Return time will be within seven (7) days of receipt of the plans from the City.
- Plan review of deferred submittals & revisions will be billed at the hourly rates listed.
- All plan review services are billed on a percentage basis and includes the initial review and 2 rechecks.
 - Plan reviews will be billed on an hourly basis only after the initial review and 2 rechecks unless otherwise agreed upon on a case-by-case basis.
 - Fire and Civil Reviews are billed on an hourly basis and are not included in our plan review percentage.
- 4LEAF assumes that these rates reflect the FY2025-2026 contract period. There will be a 3% escalation for FY2026-2027, FY2027-2028.
- Overtime and Premium time will be charged as follows:

- <i>Regular time (work begun after 5AM or before 4PM)</i>	<i>1 x hourly rate</i>
- <i>Nighttime (work begun after 4PM or before 5AM)</i>	<i>1.125 x hourly rate</i>
- <i>Overtime (over 8-hour M-F or Saturdays)</i>	<i>1.5 x hourly rate</i>
- <i>Overtime (over 8 hours Sat or 1st 8-hour Sun)</i>	<i>2 x hourly rate</i>
- <i>Overtime (over 8 hours Sun or Holidays)</i>	<i>3 x hourly rate</i>
- Overtime will only be billed with prior authorization of the Director or other designated City personnel.
- All work with less than 8 hours rest between shifts will be charged the appropriate overtime rate.
- Mileage driven during the course of Inspections will be charged at cost plus 20%.
- Payment due on receipt. All payments over 30 days will be assessed a 1.5% interest charge.
- Client shall pay attorneys’ fees, or other costs incurred in collecting delinquent amounts.
- Client agrees that 4LEAF’s liability will be limited to the value of services provided.
- In accordance with California’s Meal Break and Rest Break Law requirements, Client will be billed one (1) additional hour per day at the regular rate for each missed meal or rest break due to Client-directed tasks or requirements. Client should allow 4LEAF’s non-exempt, hourly employees the opportunity to take their entitled rest and meal breaks during each work shift.

QUALIFICATIONS TO PROVIDE

Item 4.

PROFESSIONAL CONSULTING SERVICES

TO THE

CITY OF DEL REY OAKS

APPENDIX

RESUMES



Craig Tole

Vice President, Community Development

Experience

20+ years

Education

Bachelor of Science, Economics, 2000
Sonoma State University

Industry Affiliations

International Code Council (ICC)
CALBO
CBOAC
APWA

Experience Summary

Craig has led 4LEAF's Community Development efforts directly under the supervision of the President of 4LEAF for the last two decades. Among Craig's responsibilities include the day-to-day contact with many of 4LEAF's clients in the Building & Fire Life Safety, Engineering, Construction Management, and Plan Check industries. **Craig has successfully managed a multitude of inspection projects ranging from \$1 million to \$6 Billion.** Craig also manages numerous Building, Fire, and Code Enforcement clients and is responsible for recruiting, qualifying, and placing staff throughout the organization.

Select Project Experience

4LEAF, Inc. – Apple Campus 2 Project

Executive Project Manager

City of Cupertino, CA

Craig was responsible for consultant building department services to the City of Cupertino Building Department on behalf of 4LEAF. Services include on-site plan review engineering, permitting, plan review, and project inspection services. Craig is the Consultant Project Manager for the **\$6 Billion Apple Campus 2**. Craig was responsible for hiring, placement, and supervision of



a project team that will reach more than 20 personnel. This project construction spanned nearly 180 acres and approximately 4 million Sq. Ft. of construction. The campus will include a 2.8 Million Sq. Ft. Main Building with subterranean parking, Corporate Fitness Center, Corporate Auditorium, two above grade Parking Structures, Central Utility Plant, and 600,000 Sq. Ft. of Research and Development Buildings.

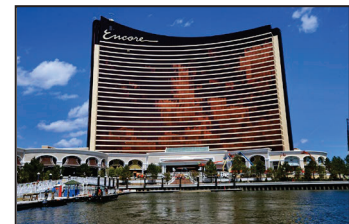
4LEAF, Inc. – Encore Boston Harbor Project

Inspection Services Project Manager

City of Everett, MA

Craig was the Inspection Services Project Manager for the new \$2.4 Billion Wynn Casino Development in Everett, Massachusetts. The project highlights include:

- **Luxury Hotel (629 Rooms)**
- **Gaming Area**
- **Retail Space, Gym/Spa**
- **Food & Beverage Outlets**
- **Convention & Meeting Space**
- **Parking Garage**



4LEAF, Inc. – County of San Mateo’s Project Development Unit (PDU)

Executive Project Manager

Redwood City, CA

Craig is responsible for this \$1.2 billion program consisting of up to 18 projects over the course of more than five years. 4LEAF is responsible for the combination building inspections, fire inspections, fire plan check, and inspection reports related to all projects. 4LEAF is currently performing Plan Check and Inspector of Record services for multiple projects on behalf of the County of San Mateo’s Project Development Unit, including the new **\$150 Million County Office Building III**, and the **\$128 Million Cordilleras Health Campus**.



4LEAF, Inc. – Building Department Management / Inspection Services

Project Manager

Pleasanton, CA

Craig is currently the Building Department and Code Enforcement Manager on behalf of 4LEAF. Craig is responsible for all staff augmentation assignments performed for clientele including building official, building inspection, permit technicians/counter services, code enforcement, etc. Craig is responsible for recruiting and placing all building department staff as well as the pick-up and delivery and assignment of plan reviews to appropriate engineers and certified staff. Craig manages including:

- ◆ City of Cupertino Building Department
- ◆ City of Palo Alto Building Department
- ◆ City of Saratoga Building Department
- ◆ City of Sunnyvale Building Department
- ◆ City of Seaside Building Department
- ◆ City of Hollister Building Department
- ◆ City of Dublin Building Department
- ◆ County of Santa Clara Building Department
- ◆ County of Santa Clara, Facilities & Fleet
- ◆ County of Monterey Building Department
- ◆ County of San Benito Building Department
- ◆ County of Alameda, Capital Projects

4LEAF, Inc. – Various Universities and Community College Districts

Project Manager

Craig has managed multiple consultant agreements with the California State School System, University of California, and Community College Districts. These contracts include Construction Management and Inspector of Record services for both On-Call agreements and project specific assignments. Our university clientele includes:

- San Jose State University
- Cal Poly San Luis Obispo
- California State University, Dominguez Hills
- California State University, Stanislaus
- University of California, Merced
- University of California, Santa Barbara
- University of California, San Francisco
- University of California, Davis
- Stanford University School of Medicine
- Stanford University Facilities Department

Michael Loomis, SE, CBO, CASp, PMP

Director of Structural Engineering

Experience

28+ years

Education

MS, Structural Engineering, Santa Clara University, 2022

BS, Civil Engineering, Santa Clara University, 2022

Additional Coursework: Stanford University, San Jose State University, De Anza College, Foothill College, Skyline College, Monterey Peninsula College, CalPoly San Luis Obispo

Registrations

CA & NV Registered Structural Engineer

CA, TX & FL Registered Civil Engineer

NY Registered Professional Engineer

Certifications

ICC Certified Building Official

ICC California Building Plans Examiner

ICC CALGreen Plans Examiner

ICC Accessibility Inspector/Plans Examiner

ICC California Residential Building Inspector

ICC California Commercial Building Inspector

ICC Building Inspector

ICC Plumbing Inspector

ICC CA Residential Plumbing Inspector

ICC CA Commercial Plumbing Inspector

Certified Access Specialist, CASp

SAP Evaluator (CalOES)

Teaching and Accomplishments

"Accessibility in the Public Right-of-Way"
CASI Central, Volume #8, Summer 2019

Adjunct Lecturer (Earthquake Engineering, Timber Design, Strength of Materials)
Santa Clara University, Department of Civil Engineering 2008 - 2017

Instructor (various topics) CALBO & ICC
2010 - 2021

Experience Summary

With more than 28 years of expertise in the industry, Michael has an excellent working knowledge of all types of construction, including architectural, structural, electrical, mechanical, and plumbing. Michael is extremely committed and has shown dedication by obtaining multiple certifications through the International Code Council (ICC), and is a Certified Access Specialist, (CASp).

Michael has experience managing and overseeing the continual operations of the Building Department and has served as the Building Official for the cities of Salinas, Gonzales, and the Town of Woodside. Michael is an adaptable leader that quickly identifies departmental issues and solves them by utilizing his ample experience. He prides himself on his ability to solve problems and react well under pressure, while maintaining the effectiveness of his team.

Michael is a Registered Professional Structural Engineer in the states of California and Nevada and is a Registered Professional Civil Engineer in California, Texas, and Florida.

Select Professional Experience

4LEAF, Inc.

Director of Structural Engineering

2024 – Present

Michael is 4LEAF's Director of Structural Engineering. Michael manages a large area of 4LEAF including the Silicon Valley and Monterey Areas and is responsible for the management of 4LEAF's nationwide technical plan reviews. Michael also performs critical commercial reviews on behalf of 4LEAF. In addition, Michael leads the firm in Plan Review recruitment and training to help bolster 4LEAF's team as well as additional contributions to the Building and Safety industry. Michael is a key contributor to our page-turn sessions for complex projects for Cities, Counties, Universities, and other Large Government agencies such as laboratories, when assigned.

ABS Consulting, Houston, Texas**Director of Engineering, Natural Hazards****2023**

- Oversaw technical staff evaluating, monitoring, and mitigating risk from natural hazard events. Staff included engineers, meteorologists, computer programmers and support staff.
- Managed budget for approximately \$3.5 million service line. Reduced operating expenses by approximately 10% in the first 12 months.
- Business development and marketing, including developing new service offerings through collaboration with other departments.
- Changed leadership during reorganization. Mentorship of emerging leaders.
- Collaborated with other directors on resource allocation, development of fees and cross-promoting services.
- Hired, trained, reassigned, and addressed redundancies among staff as needed based on team requirements and market conditions.

CSG Consultants, Inc., Foster City, California**Building Services Manager, Building Official, Senior Principal Structural Engineer****2008 – 2023**

- Chief Building Official, City of Salinas, City of Gonzales, Town of Woodside. Designated building official as needed for multiple additional jurisdictions.
- Assisted jurisdictions on interpreting and implementing laws and code changes.
- Acted as owner's representative and subject matter expert for design-build and design-bid-build projects at public agencies, performing code analysis and interpretation, value engineering, and technical peer review of complexes for multi-phase projects.
- Oversaw building plan review services for the Northern California Region. The annual department revenue was approximately \$6 million including processing almost 2,000 submittals per month. Managed a multidisciplinary team of over 25 staff with 6 direct reports located in 4 regional offices as well as remote workers.
- Set quality standards and ensured accuracy of code and legal interpretations company wide.
- Interfaced with other internal departments regarding resource allocation, proposal writing, and marketing.
- Responded to RFPs and RFQs. Set project budgets and identified project team. Attended interviews for potential jobs.
- Program manager and project manager over dozens of contracts. Managed cross-disciplinary contracts. Ensured project delivery from each service line. Negotiated budgets and scheduled across services lines.
- Worked closely with public agencies to study and resolve complex code issues related to structural design, disabled access, egress, and other critical building systems.
- Multi-discipline plan review for thousands of projects located throughout California.
- Performed site inspections to verify compliance with approved design. Worked with the design team and contractors to develop solutions to field conditions.

GPLA, Inc, Santa Clara, California**Associate / Production Manager****2004 – 2008**

- Coordinated workload throughout the organization to meet client expectations.
- Managed a growing team of engineers and technical staff on a wide variety of projects in almost

every region of the country.

- Hired and trained new staff, developed client relationships, issued proposals, and maintained budgets.
- Traveled throughout the county representing the company at project sites, client offices, and at public agencies.
- Worked with the federal government on designs incorporating anti-terrorism and progressive collapse requirements.
- Performed structural design and drafting.

Peoples Associates Structural Engineers, Milpitas, California

Project Engineer

1997 – 2004

- Responsible for the design of hundreds of projects in Northern California.
- Specialized in multi-family light-frame construction, seismic retrofit/rehabilitation, and industrial projects.
- Developed project budgets and schedules. Issued proposals.
- Worked with AHJ, architects, and contractors to drive project success.
- Managed assistant engineers and drafters.
- Addressed field issues and change orders from active construction sites.

Pedro “Pete” Roque

National Director of Code Enforcement

Experience

20+ years

Education

B.S., Management & Human Resources
 Minor in Organizational Leadership
 California State University Dominguez
 A.A., General Education
 Long Beach City College

Certifications

EPA Lead Renovation, Repair, & Painting
 Environmental Protection Agency
 National Storm Water Inspector, National
 Stormwater Center
 Certified Code Enforcement Officer, CA
 Association of Code Enforcement
 PC 832
 Renovation, Repair, Painting (RRP)
 Certified
 CalOES Safety Assessment Program
 (SAP) Certified

Experience Summary

Pete is a Code Enforcement expert with PC 832 and Advanced Certificates. He brings with him over 20 years of experience in Code Enforcement and has served in the capacities of Code Enforcement Administrator, Code Enforcement Manager, and Community Development Inspector II for multiple California public agencies.

With a demonstrated history of working in the government administration industry, Pete is skilled in government, emergency management, and law enforcement. He is a strong business development professional with a Bachelor of Science in Business Administration. Pete is proficient in conflict resolution and has a wealth of knowledge in the subjects of permit regulations, City codes, housing investigations, citation issuance, and lien appeals. Pete is also skilled in working with others to achieve compliance while maintaining a safe working environment.

Select Professional Experience

4LEAF, Inc.

National Director of Code Enforcement

2021 – Present

Pete is the Director of Code Enforcement where he is responsible for a growing division of more than 30 Code Enforcement Officers and Managers. Pete is experienced in receiving and documenting complaints from citizens regarding jurisdictional ordinance violations. Pete regularly recruits and trains new Code Compliance personnel and provides classroom and field training throughout California. Pete also works in a director level capacity assisting with Standard Operating Procedures updates to focus on recommendations on abatement for violations of fire, building, business license, zoning, housing, dangerous building and property maintenance codes, and ordinances regulating abandoned vehicles, trash, and weeds. In addition, Pete also takes on complicated Code Cases for legal action and can provide testimony at administrative hearings, City Council, Planning Commission hearings, and court proceedings. Some of Pete’s current Code Enforcement clients include:

- City of Fontana, CA
- City of Glendale, CA
- City of Artesia, CA
- City of Lomita, CA
- City of Lathrop, CA
- City of Apache Junction, AZ



City of Garden Grove**Code Enforcement Administrator****2018 – 2021**

- Supervised Senior and Junior Code Compliance Personnel as well as Administrative Staff.
- Prepared staff evaluations and performance measures.
- Acted in the capacity of Grant Coordinator of Proposition 56 Tobacco Grant Program.
- Prepared criminal prosecutions and receivership.
- Created and implemented divisional policies and procedures.
- Public Speaking and Training Facilitator for Building, Safety, and Law Enforcement personnel.
- Performed community outreach to multiple agencies and community groups.
- Prepared and presented City Council and other commission hearings/presentations.
- Oversaw cost recovery and neighborhood preservation programs.

City of Montebello**Code Enforcement Manager****2014 – 2018**

- Supervised Senior and Junior Code Compliance Personnel.
- Formulated and implemented municipal code text amendments and ordinances.
- Evaluated staff performance and created professional development plans.
- Prepared and presented staff reports for City Administrator and City Council.
- Prepared criminal prosecutions for nuisance properties.
- Prepare outstanding problem properties for receivership process.
- Created and implemented departmental policies and procedures.
- Provided public speaking and training to Community Development Department.
- Spearheaded community outreach programs for seniors, community events, and schools.
- Prepared City Council and various commissions hearings and presentations.
- Created and implemented Cost Recovery and Neighborhood Preservation Programs.
- Program Coordinator and Administrator for the Community Development Block Grant (CDBG).

City of Bellflower**Community Development Inspector II / Lead Code Enforcement Inspector****2005 – 2014**

- Created and Implemented Cost Recovery and Neighborhood Preservation Programs.
- Program Coordinator and Administrator for the Community Development Block Grant (CDBG).
- Created and administered Administrative Citation Program.

United States NAVY**Gas Turbine Systems Engineer - Petty Officer Third Class****1996 – 1999**

- Contributed to the repair and maintenance of gas turbine electrical systems.
- Supervised 15 officers.

John Kuehl, CBO

Area Manager / Building Official

Experience

30+ years

Certifications

ICC Building Code Specialist
 ICC Certified Building Official
 ICC Building Plans Examiner
 ICC Building Inspector
 ICC Mechanical Inspector UMC
 ICC Plumbing Inspector UPC
 Contractor License #455709

Associations

International Code Council (ICC)
 ICC Monterey Bay Chapter
 Past President 2017

Experience Summary

John is a seasoned Building Official and licensed Inspector with more than 30 years of inspection and construction experience. With 21+ years as the Chief Building Official at the City of Monterey, John is an integral part of our team and has the technical knowledge to provide quality deliverables to our clients. Whether he is out in the field or in the office, John's expertise helps guide his team to complete jobs on time and with successful results. Additionally, John is a skilled plans examiner and has mentored numerous industry personnel in the Building Department Services arena.

John is one of 4LEAF's Area Managers in the Monterey Coast where he provides Project Management and Building Official Services for two municipalities (Sand City and Pacific Grove). These complex projects require an industry expert with many years of field and management experience.

Select Professional Experience

4LEAF, Inc. – Sand City & Pacific Grove, CA

Inspector of Record / Building Official / Area Manager

2019 – Present

John has covered as Building Official for both the City of Sand City and the City of Pacific Grove. John is responsible for the management of all Department personnel and advises City Management on Building processes. John is also managing two high level projects on behalf of 4LEAF, which include performing Civil and Building scopes for the Pacific Grove Hotel and American Tin Cannery Projects in Pacific Grove, which will convert a waterfront retail space into a hotel development, and the South of Tioga projects in Sand City that will develop two hotels totaling \$55 Million.

City of Monterey, CA

Building Technician / Senior Inspector / Building Official

1998 – 2019

- Served the City of Monterey for over two decades before retiring as Building Official and Senior Inspector.
- His responsibilities for the City included inspecting industrial, commercial, and public works projects that required City Building Permits.
- Managed the entire Building Division and Inspectors, Plans Examiners, and Counter staff.



Scott Martin, PE

Quality Control Manager / Senior Plan Review Engineer

Experience

26+ years

Education

B.S., Civil Engineering
University of California, Irvine

Certifications

CA Registered Civil Engineer
License # 59091
NV Registered Civil Engineer
License # 019922
ICC, Building Plans Examiner

Professional Affiliations

ICC – International Code Council
Structural Engineers of Northern
California (SEAOC)
ASCE

Experience Summary

Scott has more than 26 years of engineering experience and has performed a multitude of plan reviews for many different disciplines including OSHPD 3, DSA Projects, and various municipal reviews for clients throughout California. Scott's day-to-day activities include the review of plans submitted to local jurisdictions, creation and submission of plan check letters, and constant communication with all project stakeholders.

In addition, Scott is often tasked with the education of building code to applicants. He is instrumental in establishing the new templates for all new clients to establish the municipal preferences for commercial and residential plan check and makes an asset to any team, project, and jurisdiction he is assigned.

Select Professional Experience

4LEAF, Inc.

Plan Review Engineer/Quality Control Manager

2014 - Present

Since 2014, Scott has been 4LEAF's Senior Plan Check Engineer with a focus on Structural review. Scott has worked on a plethora of 4LEAF's largest commercial reviews. Currently, Scott reviewed the Zuckerberg Chen School for the City of East Palo Alto, several large Commercial Projects for the County of San Mateo's Project Development Unit including a \$120 Million Medical Office Building, two large County facility buildings, and several large reviews for the University of California, Santa Barbara including the \$1.5 Billion Munger Hall Project. In addition, Scott is 4LEAF's Lead Quality Control Plan Review Manager where he is responsible for the final reviews of all outgoing projects. Scott also regularly trains 4LEAF personnel (Engineers and non-structural) on various plan review guidelines and code updates.

4LEAF, Inc. (City of Palo Alto)

Structural Plan Check Engineer

2012 - 2013

Starting in December of 2013, Scott accepted a position to perform and manage plan reviews in the Central Valley and Central Coast for many of 4LEAF's clientele. Since 2012, Scott has worked for 4LEAF as a structural plan review engineer and was tasked to the City of Palo Alto where he was often assigned to work with the public and architects to answer building code related questions and to provide excellent customer service. In addition, Scott performed many large-scale plan reviews for the City including:

- Workday Campus (6 Stories) - \$50 Million
- Stanford Medical Center (6 Stories) - \$32 Million
- VMWare HTE Tenant Improvement - \$25 Million
- Hilton Hotel and Underground Parking - \$18 Million
- VMWare Parking Structure 2 - \$14 Million
- Stanford Hospital Site Development - \$13 Million
- 260 California (3 Story mixed-use & underground parking) - \$10 M
- Thermal Vacuum Chamber - \$9.7 Million
- VMWare Parking Structure (4 Levels) - \$6.8 Million
- 4-Story Tenant Improvement for Survey Monkey - \$6.1 Million

Willdan Engineering – Fresno, CA

Structural Plan Check Engineer

2007 - 2010

Scott performed structural plan reviews on behalf of Willdan Engineering for numerous jurisdictions throughout California. Scott was tasked with the plan review, creation of the plan check letter, communicating with project stakeholders, and educating the applicants on current building codes and standards. Some of Scott's projects included:

- CSU Humboldt Student Center Expansion; Arcata, CA
- Park Place: Res/Office/Retail over Parking; Paso Robles, CA
- CalRENEW-1 Solar Power Farm; Mendota, CA
- City of Winters Police/Fire Complex; Winters, CA
- UC Davis Hyatt Place Hotel; Davis, CA

Advanced Structural Design, Inc. – Fresno, CA

Project Engineer

1998 - 2007

Scott was a Project Engineer for nearly ten years with Advanced Structural Design out of Fresno. Scott was responsible for engineering design, drafting (AutoCAD & hand), shop drawing review, and coordination with clients.

- Mt. Whitney Classroom Buildings; Visalia CA (DSA #02-107633)
- Plumber's Union Expansion; Fresno, CA
- Oak Valley New Admin; Tulare Co., CA
- Paul Evert's RV Expansion and New Canopies; Fresno, CA
- Grizzlies Stadium; Fresno, CA



Alejandra (Alex) Molina

Code Enforcement Manager

Experience

20+ years

Education

Lee College, BS
College of the Canyon, AA

Certification

PC 832
Situation Awareness Specialist (SAS)
Applied Verbal De-Escalation (AVDE)

Memberships

California Association of Code
Enforcement
American Association of Code
Enforcement

Experience Summary

Alejandra is a highly dedicated professional with extensive experience relating to Code Enforcement Management. She is detail-oriented and precise, with superb organizational talents and is adept in strategically planning project directions and management systems that produce at the most effective performance levels. Alejandra is an excellent bilingual communicator who interacts effectively with property owners, building contractors, government officials, and citizens to address and resolve any problems.

Select Professional Experience

4LEAF, Inc.

Code Enforcement Manager

2023 – Present

Alejandra joined 4LEAF as a Code Enforcement Manager and is responsible for:

- Planning, directing, coordinating, and reviewing the work plan for Code Enforcement staff.
- Assigning work activities, projects, and programs and reviewing and evaluating work products.
- Overseeing and providing direction in the management and enforcement of all Code Enforcement programs.
- Selecting, training, and evaluating Code Enforcement personnel, including the coordination of staff training.

City of Santa Monica

Lead Code Enforcement Officer

2022 – 2023

- Responsible for business development and operational functions involving Code Enforcement Management for various government agencies.
- Serviced existing accounts and built new relationships to establish new clients.
- Build relationships with Code Enforcement Departments/Staff and advise on services.

City of Malibu

Code Enforcement Officer

2018 – 2022

- Coordinated and executed the Code Enforcement division work plans.
- Managed the development and implementation of Building and Code Enforcement.

Vanessa Morales

Plan Review Coordinator Manager

Experience

9+ Years

Skills

Data Entry
Quickbooks
Microsoft Office
Inventory Management

Education

AA Business Administration
Las Positas College

Experience Summary

Vanessa is a highly organized Plan Review Coordinator Manager with years of experience in management, recordkeeping, and data auditing. Her background in customer service prepared her to effectively serve the public's needs at the Building Department counter, and her excellent interpersonal skills heighten her capacity to build rapport with clients. Vanessa is proficient in the analysis and interpretation of data, which contributes to her ability to explain rules and regulations to permit applicants clearly and concisely. Vanessa has a remarkable drive to excel, and she routinely offers motivation and support to colleagues who need extra encouragement.

Select Professional Experience

4LEAF Inc.

Plan Review Coordinator Manager

2021 – Present

Vanessa is a dedicated team member who demonstrates natural leadership qualities in her position as Plan Review Coordinator Manager. She helps operate and maintain Building Departments by assisting customers, reviewing applications and plan submittals, collaborating with other departments and agencies, handling fees, and scheduling inspections. Her responsibilities include:

- Oversees the end-to-end intake and routing process for incoming plan review projects, ensuring efficient alignment with scope, jurisdictional guidelines, and client-specific needs.
- Provides high-level management and strategic direction to plan review coordination teams, ensuring consistent execution across all projects and jurisdictions.
- Directly supervises and mentors a team of permit technicians and coordinators, including both internal 4LEAF personnel and staff from contracted jurisdictions.
- Leads and develops comprehensive training programs for new and existing staff, enhancing plan intake, permit processing, and jurisdictional compliance knowledge across multiple departments.
- Coordinates with senior engineers, plans examiners, and project stakeholders to assign plan reviews based on technical expertise, workload balance, and project complexity.
- Maintains executive-level client communication to ensure service delivery meets or exceeds expectations while proactively addressing concerns and ensuring tailored solutions.
- Drives process improvement initiatives, leveraging feedback and performance data to streamline coordination procedures and elevate client satisfaction.

The North Face**Operations Supervisor****2019 - 2021**

- Achieved store sales goals by ensuring associates delivered brand standards, exceptional customer service, and utilized their selling model.
- Provided administrative support and participated in business operations.
- Collaborated with the management team to compose forecasts of sales goals and subsequent courses of action.
- Assessed payroll and made necessary budgeting adjustments.

The North Face**Sales Supervisor****2017 - 2019**

- Contributed to the achievement of target shrink percentage.
- Audited business operations according to company standards and devised methods to improve company productivity.
- Implemented training and accountability tools to better support brand standards.
- Followed process protocols, investigated in-transit units to verify receipt and tracked and reported missing units.

V & D Jewelry**Bookkeeper****2016 - 2018**

- Recorded transactions and transferred translated data into Quickbooks.
- Provided financial statements upon request and/or regularly scheduled posts.
- Tracked fixed and current expenses and maintained daily records.
- Restructured inventory processes, subsequently improving overall business performance.
- Monitored inventory levels and ensured that the needs of the business were satisfied.

Shane Mckeithen, MPA

Code Enforcement Officer

Experience

8+ years

Education

MPA, Public Management Analysis,
CSU, Long Beach

BA, Sociology, UC Los Angeles
PC 832 (Currently Enrolled)

Affiliations

Independence Square Housing Corp.
(Board Member)

Skills

Municipal Code Compliance
Property Inspections
Documenting & Reporting
Public Outreach

Additional Languages

Spanish

Experience Summary

Shane brings with him nearly a decade of experience in local government, municipal operations, policy analysis, and field enforcement. He relies on his extensive background in public policy and regulatory compliance to serve municipal clients with professionalism and integrity.

Shane's strong communication skills and bilingual proficiency allow him to work effectively with a wide range of stakeholders, from property owners to agency partners. His solid foundation in legislative processes, commitment to public safety / community well-being, and proactive approach make him a valuable asset to any jurisdiction.

Professional Experience

4LEAF, Inc.

Code Enforcement Officer

2025 – Present

Shane will perform Code Enforcement duties for 4LEAF's Code Enforcement Team. Some of the services he will be responsible for providing to our clients include, but are not limited to:

- Inspecting land, structures, vehicles, and storing materials for compliance with applicable planning, zoning, and other codes, and laws.
- Responding to complaints regarding municipal and other code violations, laws, or statutes.
- Issuing citations to property owners and worked with them to bring property into compliance.
- Compiled notes and photographs on assigned cases and researched property ownership.
- Preparing inspection and abatement warrant for approval.
- Investigating codes, licenses, and fee violations and issued appropriate warnings and citations.
- Issuing violation notices, stop-work orders, and construction and occupation permits.

County of Santa Cruz

Sr. Policy Analyst

2021 – 2025

- Conducted field investigations and reporting on a wide range of issues, including code enforcement, public works, animal services, and law enforcement.
- Provided comprehensive, actionable reports to streamline problem-solving across departments.

-
- Spearheaded critical policy research and analysis that led to the advancement of key community initiatives, including updates to the Short-Term Rental and Cannabis ordinances, expanded tenant protections, and the adoption of Appendix M – California Building Code.
 - Collaborated directly with the County’s Code Compliance team, gaining firsthand experience working within a jurisdictional framework.
 - Acted as the district’s representative in high-level meetings with government agencies, labor unions, and non-profits to ensure collaborative problem solving.

City of Long Beach**Sr. Field Representative****2017 – 2021**

- Served as a key liaison and problem solver for the 7th District, building strong constituent relationships and addressing a wide range of community concerns.
- Specialized in the early detection and documentation of code violations, providing comprehensive reports with all necessary evidence to streamline the enforcement process for the City’s Code Enforcement team.
- Maintained community awareness by providing regular legislative updates at meetings, producing official newsletters, and organizing events to promote civic engagement.



CITY OF DEL REY OAKS

650 CANYON DEL REY BLVD, DEL REY OAKS, CALIFORNIA 93940
 PHONE (831) 394-8511 FAX (831) 394-6421

Staff Report

DATE: March 24, 2026
TO: Honorable Mayor and Council Members
FROM: John Guertin, City Manager

SUBJECT: 2nd Reading by Title Only of an Ordinance to Add Del Rey Oaks City Code Chapter 15.48, Section 140 to Prohibit Metal Detecting Activity on City Property That Was Part of the Former Fort Ord (Exempt from CEQA per Article 19, Section 15308, Class 8)

CEQA: This action does not constitute a “project” as defined by the California Environmental Quality Act (CEQA) guidelines section 15378 as it is an administrative activity of the City that will not result in direct or indirect physical changes in the environment.

RECOMMENDATION

That the City Council introduce by title only, waive full reading, and pass a second reading of an ordinance to add Del Rey Oaks Code Chapter 15.48, Section 140 to prohibit metal detecting activity on City property that was part of the former Fort Ord.

POLICY IMPLICATIONS:

The mission of the Del Rey Oaks City Council is to “provide visionary policy and legislative leadership that assures a safe, healthy, and economically vibrant community.” The Council is also “committed to ensuring that Del Rey Oaks remains a safe and welcoming place to live, work, and visit.” This ordinance addition would place a prohibition on metal detecting activities on lands known to have unexploded ordnance.

FISCAL IMPLICATIONS:

There is no fiscal impact to the City beyond the codification costs for the ordinance.

ENVIRONMENTAL DETERMINATION:

The City of Del Rey Oaks has determined that the proposed action is categorically exempt from the California Environmental Quality Act (CEQA)

pursuant to CEQA Guidelines Article 19, Section 15308, Class 8 because the ordinance involves procedures for protection of the environment.

ALTERNATIVES CONSIDERED:

The City Council could choose not to add Del Rey Oaks City Code Chapter 15.48, Section 140.

DISCUSSION:

The United States Army has completed the transfer of various former Fort Ord parcels to the City, some of which are known or suspected to be contaminated with unexploded ordnance and explosives (UXO). Prior to transferring such parcels, the Army completed UXO response actions as required by law. However, even following the Army's completion of UXO response actions, it is possible that some UXO materials may remain on the parcels.

In 2003, the City adopted Ordinance No. 259 (codified as Del Rey Oaks City Code Chapter 15.48) to regulate digging and excavation on the former Fort Ord due to the risks associated with potential remaining UXO. As part of that Ordinance, the City was required by resolution to designate all real property within the City's land use jurisdiction that was formerly part of Fort Ord and which had been identified as the possible location of UXO as an ordnance remediation district ("ORD". Pursuant to Del Rey Oaks Code Chapter 15.48, Sections 10-130, all of the regulations in Chapter 15.48 apply to Ordinance Remediation Districts (ORD).

In 2026, it was discovered that although excavation on Fort Ord parcels is prohibited in the City's digging and excavation ordinance (Del Rey Oaks Code Chapter 15.48), metal detection was not specifically prohibited.

The City desires to amend Del Rey Oaks Code Chapter 15.48 to add a prohibition on unauthorized metal detecting activities on the former Fort Ord in the City's land use jurisdiction to protect the public health and safety because unauthorized entry and/or metal detecting may result in lay persons encountering UXO, which puts them at immediate risk of death or injury if they do not have proper training, experience, or equipment to handle UXO safely.

As required by Del Rey Oaks Code Chapter 15.48, Section 130, City staff have consulted with the California Department of Toxic Substances Control (DTSC), who found the proposed ordinance changes to be adequate.

Attachments: Ordinance 323

Respectfully Submitted,

John Guertin, City Manager

AN ORDINANCE OF THE COUNCIL OF THE CITY OF DEL REY OAKS

PROHIBITING METAL DETECTING ACTIVITY ON CITY PROPERTY THAT WAS PART OF THE FORMER FORT ORD

THE COUNCIL OF THE CITY OF DEL REY OAKS DOES ORDAIN, as follows:

SECTION 1:

WHEREAS, the United States Army transferred various parcels of the former Fort Ord military installation (“Fort Ord”) to multiple local governmental entities, including the City of Del Rey Oaks;

WHEREAS, some parcels on Fort Ord were contaminated with unexploded ordnance and explosives (“UXO”), which can be hazardous. Prior to transferring such parcels, the Army completed UXO response actions as required by law. However, even following the Army’s completion of UXO response actions, it is possible that some UXO materials may remain on the parcels;

WHEREAS, in 2003 the City adopted Ordinance No. 259 (codified as Del Rey Oaks City Code Chapter 15.48) to regulate digging and excavation on the former Fort Ord due to the risks associated with potential remaining UXO. As part of that Ordinance, the City was required by resolution to designate all real property within the City’s land use jurisdiction that was formerly part of Fort Ord and which had been identified as the possible location of UXO as an ordnance remediation district (“ORD”). Pursuant to Del Rey Oaks City Code Chapter 15.48 section 10-130, all of the regulations in Chapter 15.48 apply to ORD districts;

WHEREAS, in 2026, it was discovered that although excavation on Fort Ord parcels is prohibited in the City’s digging and excavation ordinance (Del Rey Oaks City Code Chapter 15.48, Article 8), metal detection was not specifically prohibited;

WHEREAS, the City desires to amend Del Rey Oaks City Code Chapter 15.48, to add a prohibition on unauthorized metal detecting activities on the former Fort Ord in the City’s land use jurisdiction to protect the public health and safety because unauthorized entry and/or metal detecting may result in lay persons encountering UXO, which puts them at immediate risk of death or injury if they do not have proper training, experience, or equipment to handle UXO safely;

WHEREAS, the City of Del Rey Oaks determined that the proposed action is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Article 19, Section 15308, Class 8 because the ordinance involves procedures for protection of the environment.

NOW THEREFORE, the Del Rey Oaks City Council declares as follows:

SECTION 2: The above recitals are true and correct and are hereby incorporated and adopted as findings of the City Council as if fully set forth herein.

SECTION 3: Chapter 15.48, Section 140 is hereby added to read as follows:

“140 Prohibition of Metal Detection Activity.

It is unlawful for any person to engage in any unauthorized metal detection activity of any type on any property located within the district. This prohibition does not prevent metal detection activity if specifically authorized by the City as part of (1) a permit for development, (2) a City project on City land, or (3) if authorized by a state and/or federal agency for remediation or similar purposes.”

SECTION 4: All ordinances and parts of ordinances in conflict herewith are hereby repealed.

SECTION 5: If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason declared unconstitutional, invalid, or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or the effectiveness of the remaining portions of this chapter or any part thereof. The City Council hereby declares that it would have adopted this chapter notwithstanding the unconstitutionality, invalidity, or ineffectiveness of any one or more of its sections, subsections, sentences, clauses, or phrases.

SECTION 6: This ordinance shall be in full force and effect thirty (30) days from and after its final passage and adoption.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF Del Rey Oaks this _____ day of _____, 202_, by the following vote:

AYES:	
NOES:	
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:
	COUNCILMEMBERS:
	COUNCILMEMBERS:

ATTEST:

APPROVED:

City Clerk

Mayor



CITY OF DEL REY OAKS

650 CANYON DEL REY BLVD., DEL REY OAKS, CALIFORNIA 93940
PHONE (831) 394-8511 FAX (831) 394-6421

Date: March 24, 2026
TO: Honorable Mayor and Council Members
FROM: John Guertin, City Manager
SUBJECT: Approval of the Fiscal Year 2025-2026 Mid-Year Budget Adjustments

CEQA: This action does not constitute a “project” as defined by the California Environmental Quality Act (CEQA) guidelines section 15378 as it is an organizational activity of the City that will not result in direct or indirect physical changes in the environment.

Recommendation

Staff recommend approval of the FY 2025-2026 Mid-Year Budget Adjustments

Background

We are pleased to present the Mid-Year Budget Adjustments for Fiscal Year 2025-2026. The mid-year budget uses actual revenues and expenditures through December 31, 2025, and incorporates staff’s revised estimates for revenue and expenditures for the remainder of the fiscal year.

Summary & Discussion

The impact of the mid-year budget adjustments is summarized for the General Fund as follows:

GENERAL FUND SUMMARY:	FY 2026		
	FY 2026 Current Budget	Midyear Adjustments	FY 2026 Revised Budget
Revenues	\$ 5,091,200	\$ 1,850	\$ 5,093,050
Appropriations By Department	5,285,100	144,915	5,430,015
Transfers Out-CIP & REAP	430,446	13,885	444,331
Total	\$ 5,715,546	\$ 158,800	\$ 5,874,346
Excess(Deficit) of Revenue Over Expenditures	\$ (624,346)	\$ (156,950)	\$ (781,296)

The proposed Mid-Year budget adjustments result in General Fund estimated revenues increasing \$1,850, while appropriations and transfers are requested to increase \$158,800. The details of the changes are explained in the following sections.

Estimated Revenue Increase of \$1,850

The increase in estimated revenues is primarily due to some adjustments made on new fees. The details of the increase are shown in the attachment. Revenue adjustments are recommended only for known dramatic changes.

General Fund Appropriation Increase of \$158,800

The details of the increase in appropriations of \$158,800 are shown in the attachment. Appropriation adjustments are recommended only for known large changes.

The total changes by department are shown below:

GENERAL FUND SUMMARY:	FY 2026		
	FY 2026 Current Budget	Midyear Adjustments	FY 2026 Revised Budget
Expenditures			
110 Council	\$ 30,400	\$ -	\$ 30,400
111 City Clerk	648,200	6,600	654,800
120 City Manager	338,400	6,715	345,115
130 Finance	236,000	54,000	290,000
150 Legal	89,300	-	89,300
160 Planning and Building Regulations	255,400	-	255,400
180 Government Buildings	20,200	-	20,200
190 Non-Depratmental	56,800	-	56,800
210 Police	3,000,700	74,100	3,074,800
220 Fire/Animal Control	243,300	-	243,300
311 Public Works/Street	256,800	1,250	258,050
411 Parks/Recreation	109,600	2,250	111,850
Total Appropriations By Department	5,285,100	144,915	5,430,015
Transfers Out-CIP	430,446	-	430,446
Transfer Out to REAP	-	13,885	13,885
Total Transfers Out	430,446	13,885	444,331
Total	\$ 5,715,546	\$ 158,800	\$ 5,874,346

Fiscal Impacts

The increases in appropriations of \$158,800 will be supplemented from the fund balance.

Recommended Action

Staff recommends approval of the FY 2025-2026 Mid-Year Budget Adjustments.

ATTACHMENTS:

FY 2025-2026 Mid-Year Budget Amendments

Respectfully submitted,

John Guertin
City Manager

**City of Del Rey Oaks
Statement of Revenue & Expenditures
FY 2026 Mid Year Budget Adjustments**

				FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
100 - General Fund							
Fund	Dept	Account	Revenue				
Non Department Specific							
100	000	41110	P/T-Secured	599,800.00	57%		599,800.00
100	000	41120	P/T-Unsecured	31,200.00	99%		31,200.00
100	000	41130	P/T-Prior Secured	6,200.00	56%		6,200.00
100	000	41140	Prior Unsecured	100.00	0%		100.00
100	000	41150	P/T-Unitary Tax	12,500.00	60%	1,000.00	13,500.00
100	000	41160	P/T-Supplemental Roll (SB813)	12,400.00	57%		12,400.00
100	000	41170	Property Tax - VLF	204,500.00	51%		204,500.00
100	000	41180	Prop Tax-Interest/Penalty	800.00	189%	1,500.00	2,300.00
100	000	42210	Sales Tax	409,000.00	50%		409,000.00
100	000	42220	Sales Tax - 145 (Measure S-1%)	520,000.00	54%		520,000.00
100	000	42221	Sales Tax -409 (Measure R 1/2%)	260,000.00	54%		260,000.00
100	000	42222	Cannabis Tax	100,000.00	40%		100,000.00
100	000	42230	Transient Occupancy Tax	229,500.00	72%	20,500.00	250,000.00
100	000	42231	STR Annual Licenses Fee	0.00	0%	12,000.00	12,000.00
100	000	42250	Property Transfer Tax	8,700.00	36%		8,700.00
100	000	42290	Sewer Impact	22,000.00	0%		22,000.00
100	000	42310	Business Licenses	225,000.00	103%	5,000.00	230,000.00
100	000	42311	HOUP (Home Occupational User Permit)	0.00	0%	4,000.00	4,000.00
100	000	42761	Gas Franchises	8,200.00	0%		8,200.00
100	000	42762	Electric Franchises	22,000.00	0%		22,000.00
100	000	42763	Garbage Franchises	110,000.00	50%		110,000.00
100	000	42764	Cable Tv Franchises	26,000.00	41%		26,000.00
100	000	42765	Water Franchises	25,000.00	0%		25,000.00
100	000	43311	SB1186 Disability Access Fund	1,000.00	55%		1,000.00
100	000	43312	SB1473 Environmental Assessment Fee	100.00	76%		100.00
100	000	43320	Building Permits	59,000.00	59%	5,000.00	64,000.00
100	000	43322	Strong-Motion Instrumental Program	200.00	105%	100.00	
			(SMIP) Fees				300.00
100	000	43325	Cannabis Business Permit	5,000.00	0%		5,000.00
100	000	43330	Plan Check Fees	18,000.00	56%	2,500.00	20,500.00
100	000	43340	Encroachment/Street Opening Permits	8,000.00	8%	400.00	
			Fees				8,400.00
100	000	43350	Plumbing Permits	3,400.00	19%	500.00	3,900.00
100	000	43360	Electrical Permits	3,000.00	64%	250.00	3,250.00
100	000	43390	Other Licenses/Permits	1,000.00	0%		1,000.00
100	000	45000	Fines & Forfeitures	2,600.00	58%		2,600.00
100	000	45510	Vehicle Code Fines	5,500.00	21%		5,500.00
100	000	45512	Parking and Admin Fines	17,000.00	56%		17,000.00
100	000	46100	Interest Earned	185,000.00	37%	(10,000.00)	175,000.00
100	000	46101	Interest Earned-PARS	15,000.00	119%	5,000.00	20,000.00
100	000	46815	Rental Income - Garden Center	18,000.00	83%	-	18,000.00
100	000	46816	Rental Income - Airport RV	39,600.00	60%		39,600.00
100	000	46817	Rental Income - PW Bldg (CHC Enterp)	24,000.00	25%		24,000.00
100	000	47130	HOPTR	1,200.00	27%		1,200.00
100	000	47140	Vehicle License Collection	2,500.00	97%		2,500.00
100	000	47240	COPS	194,000.00	78%		194,000.00
100	000	47243	SB1383 Organics Recycling	14,000.00	18%	(8,000.00)	6,000.00
100	000	47750	Prop 172	20,000.00	47%		20,000.00
100	000	47760	MBSIA -Wellness & Safety Program	7,500.00	144%	7,500.00	15,000.00
100	000	47780	Police Grants & Other Reimbursements	5,000.00	50%	(2,500.00)	2,500.00
100	000	47781	POST Reimbursements	7,000.00	8%		7,000.00
100	000	47783	Grant Other Agencies	0.00	0%	1,600.00	1,600.00
100	000	48210	Police Service Fees	1,000.00	52%		1,000.00
100	000	48211	Police Services-Special Events	35,000.00	100%	5,000.00	40,000.00
100	000	48212	Public Events	5,000.00	0%	(5,000.00)	0.00
100	000	48805	Use Permits	52,000.00	5%	(45,000.00)	7,000.00
100	000	48810	Maps/Publications	100.00	0%		100.00
100	000	48825	Property Inspections	4,500.00	34%	500.00	5,000.00
100	000	48840	Miscellaneous Revenue	10,000.00	39%		10,000.00
100	000	48842	LAFCO Refund & Interest for FORA	400.00	0%		400.00
100	000	48910	Rental - Park	3,700.00	72%		3,700.00
100	000	48930	Miscellaneous Refunds	1,000.00	811%		1,000.00

				FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
100	210	48220	Airport Police Services	1,489,000.00	49%		1,489,000.00
Total Revenue				5,091,200.00	58%	1,850.00	5,093,050.00
Expenditures							
Council							
100	110	61115	Council Member Stipend	7,500.00	42%		7,500.00
100	110	61130	Medicare-ER	200.00	23%		200.00
100	110	61131	Social Security-ER	500.00	39%		500.00
100	110	61132	Unemployment Ins-Fed & State	100.00	19%		100.00
100	110	61135	Dental Expense	8,900.00	50%		8,900.00
100	110	62410	Materials/Supply	200.00	0%		200.00
100	110	64550	Membership Dues-Professional Org	2,500.00	0%		2,500.00
100	110	64570	Strategic Planning	5,000.00	0%		5,000.00
100	110	64580	Misc Expenses	2,500.00	5%		2,500.00
100	110	64610	Travel Expenses	3,000.00	0%		3,000.00
Total Council				30,400.00	26%	-	30,400.00
City Clerk							
100	111	61105	Payroll	252,300.00	51%		252,300.00
100	111	61110	Overtime	5,000.00	37%		5,000.00
100	111	61123	PERS UAL - After 06/30/18	11,100.00	8%		11,100.00
100	111	61124	PERS UAL-Before 06/30/2018	41,000.00	125%		41,000.00
100	111	61125	PERS Retirement	26,700.00	39%		26,700.00
100	111	61130	Medicare-ER	3,800.00	50%		3,800.00
100	111	61132	Unemployment Ins-Fed & State	1,200.00	0%		1,200.00
100	111	61135	Dental Expense	5,700.00	55%		5,700.00
100	111	61140	Health Insurance	122,800.00	46%		122,800.00
100	111	61145	Vision Ins	800.00	45%		800.00
100	111	61150	Workers Comp and EAP	4,000.00	77%		4,000.00
100	111	61155	Wellness Program	1,500.00	61%		1,500.00
100	111	61157	Educational Incentive Pay	6,000.00	49%		6,000.00
100	111	61158	Longevity Pay	3,700.00	56%		3,700.00
100	111	62410	Materials/Supply	4,000.00	6%	2,000.00	6,000.00
100	111	62430	Office Supplies	7,000.00	41%		7,000.00
100	111	63505	Repair/Maintenance	1,000.00	80%		1,000.00
100	111	63508	Other Outside Services	6,000.00	90%	4,000.00	10,000.00
100	111	63509	Shredding Services	1,000.00	55%		1,000.00
100	111	63511	Short Term Rental Services	17,500.00	100%		17,500.00
100	111	63530	Telephone	3,000.00	43%		3,000.00
100	111	63531	Internet	1,500.00	37%		1,500.00
100	111	63535	Website Design & Maintenance	1,000.00	0%		1,000.00
100	111	63540	Postage / Shipping	2,000.00	55%		2,000.00
100	111	63605	Training	11,000.00	18%		11,000.00
100	111	63620	Insurance-Liability	62,400.00	51%		62,400.00
100	111	63635	Contract Services - IT	10,000.00	45%	600.00	10,600.00
100	111	64310	Software/Server Subscription	15,500.00	35%		15,500.00
100	111	64315	Agenda Management System	7,000.00	70%		7,000.00
100	111	64320	Municipal Code Service	5,000.00	18%		5,000.00
100	111	64550	Membership Dues-Professional Org	1,000.00	34%		1,000.00
100	111	64552	Membership Dues-Government Agency	700.00	2%		700.00
100	111	64575	Printing / Publications	2,000.00	0%		2,000.00
100	111	64580	Misc Expenses	500.00	165%		500.00
100	111	64588	Election Cost	500.00	0%		500.00
100	111	64610	Travel Expenses	3,000.00	14%		3,000.00
Total City Clerk				648,200.00	53%	6,600.00	654,800.00
City Manager							
100	120	61105	Payroll	202,100.00	47%	5,650.00	207,750.00
100	120	61123	PERS UAL - After 06/30/18	500.00	89%		500.00
100	120	61124	PERS UAL-Before 06/30/2018	0.00	#DIV/0!		0.00
100	120	61125	PERS Retirement	16,100.00	44%	450.00	16,550.00
100	120	61130	Medicare-ER	2,900.00	50%	150.00	3,050.00
100	120	61132	Unemployment Ins-Fed & State	100.00	0%		100.00
100	120	61135	Dental Expense	2,400.00	56%		2,400.00
100	120	61140	Health Insurance	48,400.00	48%		48,400.00
100	120	61141	Health Insurance -Retiree	1,900.00	50%		1,900.00
100	120	61145	Vision Ins	400.00	24%		400.00
100	120	61150	Workers Comp and EAP	3,000.00	68%		3,000.00
100	120	61155	Wellness Program	500.00	0%		500.00

				FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
100	120	61157	Educational Incentive Pay	0.00	#DIV/0!	465.00	465.00
100	120	61175	Admin Leave	0.00	#DIV/0!		0.00
100	120	61180	Auto Allowance	5,400.00	49%		5,400.00
100	120	62430	Office Supplies	300.00	10%		300.00
100	120	63620	Insurance-Liability	51,000.00	50%		51,000.00
100	120	64550	Membership Dues-Professional Org	1,700.00	98%		1,700.00
100	120	64552	Membership Dues-Government Agency	700.00	0%		700.00
100	120	64610	Travel Expenses	1,000.00	0%		1,000.00
Total City Manager				338,400.00	49%	6,715.00	345,115.00
Finance							
100	130	62310	ADP Payroll Fees	8,500.00	60%		8,500.00
100	130	62320	Bank Service Charges	4,000.00	83%	2,000.00	6,000.00
100	130	62321	Credit Card Fees	5,000.00	64%		5,000.00
100	130	62431	Accounting Software	5,000.00	6%		5,000.00
100	130	62433	Budget Software	14,000.00	100%		14,000.00
100	130	63625	Audit-General	40,000.00	64%	2,000.00	42,000.00
100	130	63626	Audit -Sales Tax	5,000.00	0%		5,000.00
100	130	63627	Actuarial Services	4,500.00	34%		4,500.00
100	130	63645	Accounting Services-RGS	150,000.00	64%	50,000.00	200,000.00
Total Finance				236,000.00	63%	54,000.00	290,000.00
Legal							
100	150	63650	Legal Services	86,000.00	23%		86,000.00
100	150	64560	Legal Advert	2,300.00	74%	1,000.00	3,300.00
100	150	64580	Misc Expenses	1,000.00	0%	(1,000.00)	0.00
Total Legal				89,300.00	24%	-	89,300.00
Planning & Building Regulation							
100	160	63639	Economic Development Services	95,000.00	0%	-	95,000.00
100	160	63640	Planning Services	40,000.00	49%		40,000.00
100	160	63642	Contract Services - Housing Element	50,000.00	23%		50,000.00
100	160	63648	Building Inspections Services	62,400.00	55%	-	62,400.00
100	160	63649	Engineering Services	5,000.00	6%		5,000.00
100	160	63656	Code Enforcement Services	2,000.00	0%		2,000.00
100	160	64610	Travel Expenses	1,000.00	0%		1,000.00
Total Planning & Building Regulation				255,400.00	26%	-	255,400.00
Government Buildings							
100	180	62410	Materials/Supply	2,000.00	0%		2,000.00
100	180	63505	Repair/Maintenance	5,000.00	8%		5,000.00
100	180	63508	Other Outside Services	1,000.00	0%		1,000.00
100	180	63520	Utilities - PG&E	8,000.00	23%		8,000.00
100	180	63660	Janitorial Services	4,200.00	42%		4,200.00
Total Government Buildings				20,200.00	20%	-	20,200.00
Non-Departmental							
100	190	62410	Materials/Supply	500.00	36%		500.00
100	190	63620	Insurance-Liability	25,000.00	-16%		25,000.00
100	190	63621	Insurance-Property	9,000.00	87%		9,000.00
100	190	63623	Insurance-PLL (Pollution Legal Liability)	0.00	0%		0.00
100	190	64550	Membership Dues-Professional Org	500.00	100%		500.00
100	190	64551	Membership Dues-Non Profit Agency	15,000.00	91%		15,000.00
Contrib							
100	190	64552	Membership Dues-Government Agency	5,500.00	94%		5,500.00
100	190	64580	Misc Expenses	1,000.00	91%		1,000.00
100	190	64930	S.M.I.P.	200.00	65%		200.00
100	190	64940	SB 1473	100.00	36%		100.00
Total Non-Departmental				56,800.00	43%	-	56,800.00
Police							
100	210	61105	Payroll	1,167,800.00	40%		1,167,800.00
100	210	61110	Overtime	150,000.00	100%	50,000.00	200,000.00
100	210	61120	Reserves Payroll	95,000.00	64%	25,000.00	120,000.00
100	210	61123	PERS UAL - After 06/30/18	30,400.00	84%		30,400.00
100	210	61124	PERS UAL-Before 06/30/2018	111,000.00	104%		111,000.00
100	210	61125	PERS Retirement	163,000.00	39%		163,000.00
100	210	61126	PERS 457 Expense	32,400.00	42%		32,400.00
100	210	61130	Medicare-ER	17,400.00	59%		17,400.00
100	210	61131	Social Security-ER	1,000.00	23%		1,000.00
100	210	61132	Unemployment Ins-Fed & State	13,000.00	1%		13,000.00
100	210	61135	Dental Expense	16,200.00	42%		16,200.00
100	210	61140	Health Insurance	342,300.00	37%		342,300.00
100	210	61145	Vision Ins	2,500.00	34%		2,500.00
100	210	61150	Workers Comp and EAP	141,500.00	68%		141,500.00

				FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
100	210	61155	Wellness Program	5,000.00	65%		5,000.00
100	210	61157	Educational Incentive Pay	16,800.00	43%		16,800.00
100	210	61158	Longevity Pay	9,300.00	60%		9,300.00
100	210	61160	Uniform Allowance	10,000.00	60%		10,000.00
100	210	62410	Materials/Supply	15,000.00	27%		15,000.00
100	210	62420	Ammunition	5,000.00	0%		5,000.00
100	210	62422	Body Armor Vests	3,300.00	0%	-	3,300.00
100	210	62430	Office Supplies	5,000.00	58%		5,000.00
100	210	62710	Auto Operations - Supplies / Equip	1,000.00	0%		1,000.00
100	210	62720	Auto Operations - Fuel	30,000.00	37%		30,000.00
100	210	63505	Repair/Maintenance	2,000.00	105%	200.00	2,200.00
100	210	63508	Other Outside Services	5,000.00	49%		5,000.00
100	210	63509	Shredding Services	1,000.00	55%		1,000.00
100	210	63520	Utilities - PG&E	8,000.00	24%	-	8,000.00
100	210	63530	Telephone	8,000.00	37%		8,000.00
100	210	63531	Internet	6,000.00	29%		6,000.00
100	210	63537	Annual Maintenance-Records Mgmt	5,000.00	0%		5,000.00
			Software				5,000.00
100	210	63538	Record Management-Historical	3,400.00	103%	200.00	3,600.00
100	210	63540	Postage / Shipping	500.00	47%		500.00
100	210	63605	Training	5,000.00	97%		5,000.00
100	210	63620	Insurance-Liability	290,200.00	49%		290,200.00
100	210	63621	Insurance-Property	9,000.00	87%		9,000.00
100	210	63622	Insurance-Vehicles	2,550.00	0%		2,550.00
100	210	63625	Audit-General	5,000.00	0%		5,000.00
100	210	63627	Actuarial Services	2,500.00	62%		2,500.00
100	210	63628	Professional Services	12,000.00	0%	4,000.00	16,000.00
100	210	63635	Contract Services - IT	12,900.00	35%	600.00	13,500.00
100	210	63637	Contract Services-Others	4,200.00	63%		4,200.00
100	210	63650	Legal Services	3,800.00	38%		3,800.00
100	210	63660	Janitorial Services	4,200.00	42%		4,200.00
100	210	63664	911-NGEN Phase II Upgrade	7,000.00	0%		7,000.00
100	210	63665	911-Radio Dispatch	61,800.00	75%		61,800.00
100	210	63666	911-Inform MDT Terminal Service	1,000.00	0%		1,000.00
100	210	63667	911-Notification System	400.00	0%		400.00
100	210	63668	911-NGEN O&M	14,400.00	75%		14,400.00
100	210	63669	911-NGEN Debt (Capital Fee)	8,000.00	101%	100.00	8,100.00
100	210	63730	Auto Repair/Maintenance	23,000.00	49%		23,000.00
100	210	63812	Parking & Admin Citations Services	9,000.00	59%		9,000.00
100	210	63820	Animal Regulation Fire	500.00	0%		500.00
100	210	63830	Fund Jail & Prisoner	200.00	354%	1,300.00	1,500.00
100	210	63840	ACJIS System	9,000.00	0%		9,000.00
100	210	64310	Software/Server Subscription	22,700.00	83%		22,700.00
100	210	64545	Personnel Recruit & Pre-Employment	3,000.00	50%		3,000.00
100	210	64550	Membership Dues-Professional Org	9,000.00	47%	(700.00)	8,300.00
100	210	64551	Membership Dues-Non Profit Agency	500.00	100%		500.00
			Contrib				500.00
100	210	64552	Membership Dues-Government Agency	5,000.00	111%	700.00	5,700.00
100	210	64565	Books and Periodicals	900.00	23%		900.00
100	210	64575	Printing / Publications	2,000.00	0%		2,000.00
100	210	64580	Misc Expenses	1,000.00	209%	1,200.00	2,200.00
100	210	64610	Travel Expenses	13,000.00	35%		13,000.00
100	210	65104	Principal-Motorola Lease-Cameras	21,350.00	100%		21,350.00
100	210	65105	Principal-Dell	5,000.00	106%	300.00	5,300.00
100	210	65205	Interest-Dell				
100	210	65106	Principal-Sunridge Records Mgmt	8,500.00	0%	(8,500.00)	0.00
100	210	65107	Interest-Sunridge Records Mgmt	300.00	0%	(300.00)	0.00
100	210	66735	Vehicle Replacement	0.00	0%		0.00
			Total Police	3,000,700.00	50%	74,100.00	3,074,800.00
			Fire/Animal Control				
100	220	63810	Fire Seaside	243,300.00	25%		243,300.00
			Total Fire/Animal Control	243,300.00	25%	-	243,300.00
			Public Works/Streets				
100	311	61105	Payroll	87,800.00	49%		87,800.00
100	311	61123	PERS UAL - After 06/30/18	500.00	89%		500.00
100	311	61125	PERS Retirement	7,100.00	41%		7,100.00
100	311	61130	Medicare-ER	1,300.00	48%		1,300.00

				FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
100	311	61132	Unemployment Ins-Fed & State	100.00	0%		100.00
100	311	61135	Dental Expense	1,600.00	56%		1,600.00
100	311	61140	Health Insurance	37,200.00	50%		37,200.00
100	311	61145	Vision Ins	300.00	31%		300.00
100	311	61150	Workers Comp and EAP	1,500.00	82%		1,500.00
100	311	61155	Wellness Program	500.00	0%		500.00
100	311	61157	Educational Incentive Pay	1,200.00	49%		1,200.00
100	311	62410	Materials/Supply	10,000.00	52%		10,000.00
100	311	62430	Office Supplies	1,500.00	14%		1,500.00
100	311	62710	Auto Operations - Supplies / Equip	2,500.00	0%		2,500.00
100	311	62720	Auto Operations - Fuel	5,000.00	24%		5,000.00
100	311	63505	Repair/Maintenance	17,900.00	57%		17,900.00
100	311	63508	Other Outside Services	1,000.00	10%		1,000.00
100	311	63515	Gabilan Crew	3,000.00	0%		3,000.00
100	311	63520	Utilities - PG&E	5,000.00	62%		5,000.00
100	311	63525	Utilities - Water	5,000.00	58%	1,250.00	6,250.00
100	311	63530	Telephone	200.00	45%		200.00
100	311	63531	Internet	600.00	27%		600.00
100	311	63605	Training	2,000.00	1%		2,000.00
100	311	63620	Insurance-Liability	21,200.00	50%		21,200.00
100	311	63622	Insurance-Vehicles	5,000.00	95%		5,000.00
100	311	63654	SB1383 Organics Waste Regs Services	14,000.00	32%		14,000.00
100	311	63655	Hazardous Waste Disposal	500.00	0%		500.00
100	311	63730	Auto Repair/Maintenance	5,000.00	35%		5,000.00
100	311	64575	Printing / Publications	1,300.00	0%		1,300.00
100	311	64920	Storm Water Project - Phase 4	15,000.00	59%		15,000.00
100	311	66302	Equipment	2,000.00	0%		2,000.00
Total Public Works/Streets				256,800.00	48%	1,250.00	258,050.00
Parks/Recreation							
100	411	62410	Materials/Supply	10,000.00	53%		10,000.00
100	411	62430	Office Supplies	1,000.00	11%		1,000.00
100	411	63505	Repair/Maintenance	20,000.00	49%		20,000.00
100	411	63525	Utilities - Water	3,500.00	100%	2,250.00	5,750.00
100	411	63612	Contract Services - Consultant	75,000.00	0%		75,000.00
100	411	64610	Travel Expenses	100.00	0%		100.00
Total Parks/Recreation				109,600.00	17%	2,250.00	111,850.00
Total Expenditures				5,285,100.00	47%	144,915.00	5,430,015.00
Net Revenues				(193,900.00)	-154%	(143,065.00)	(336,965.00)
Other Financing Sources and Uses							
Non Department Specific							
100	000	81003	Transfers Out to CIP	(430,446.00)	2%	-	(430,446.00)
100	000	81004	Transfers Out to REAP Fund 242		0%	(13,885.00)	(13,885.00)
100	000	82005	Transfers In from ARPA	0.00	0%		0.00
Total Other Financing Sources and Uses				(430,446.00)	2%	(13,885.00)	(444,331.00)
Net Revenues After Other Financing Sources and Uses				(624,346.00)	(0.46)	(156,950.00)	(781,296.00)

	FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
GENERAL FUND SUMMARY:				
Revenue	5,091,200.00	55%	1,850.00	5,093,050.00
Transfers In from ARPA	-		-	-
Expenditures				
110 Council	30,400.00	26%	-	30,400.00
111 City Clerk	648,200.00	53%	6,600.00	654,800.00
120 City Manager	338,400.00	49%	6,715.00	345,115.00
130 Finance	236,000.00	63%	54,000.00	290,000.00
150 Legal	89,300.00	24%	-	89,300.00
160 Planning and Building Regulations	255,400.00	26%	-	255,400.00
180 Government Buildings	20,200.00	20%	-	20,200.00
190 Non-Depratmental	56,800.00	43%	-	56,800.00
210 Police	3,000,700.00	50%	74,100.00	3,074,800.00
220 Fire/Animal Control	243,300.00	25%	-	243,300.00
311 Public Works/Street	256,800.00	48%	1,250.00	258,050.00
411 Parks/Recreation	109,600.00	17%	2,250.00	111,850.00
Total	5,285,100.00	47%	144,915.00	5,430,015.00
Transfers Out-CIP	(430,446.00)		-	(430,446.00)
Transfer Out to REAP			(13,885.00)	(13,885.00)
	(430,446.00)		(13,885.00)	(444,331.00)
Excess(Deficit) of Revenue Over Expenditures	(624,346.00)		(156,950.00)	(781,296.00)
Beginning Fund Balance, 7/1/2025				3,691,660.00
Estimated Ending Fund Balance, 06/30/2026				2,910,364.00

				FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
210 - Gas Tax Fund							
Revenue							
Non Department Specific							
210	000	47010	Gas Tax 2103	15,000.00	55%		15,000.00
210	000	47020	Gas Tax 2105	10,100.00	49%		10,100.00
210	000	47030	Gas Tax 2106	9,200.00	50%		9,200.00
210	000	47040	Gas Tax 2107	13,700.00	49%		13,700.00
210	000	47050	Gas Tax 2107.5	1,000.00	100%		1,000.00
Total Revenue				49,000.00	52%	-	49,000.00
Expenditures							
Public Works/Streets							
		63510	Street Sweeping	12,070.00	0%		12,070.00
210	311	63910	Street Lighting	20,400.00	32%	1,500.00	21,900.00
210	311	65751	Principal-PG&E	2,550.00	41%		2,550.00
Total Expenditures				35,020.00	21%	1,500.00	36,520.00
Net Revenues				13,980.00	128%	(1,500.00)	12,480.00
Beginning Fund Balance, 7/1/2025							127,738.00
Estimated Ending Fund Balance, 06/30/2026							140,218.00

				FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
211 - SB1 Fund-RMRA							
Revenue							
Non Department Specific							
211	000	47777	SB 1 Funds	41,300.00	54%		41,300.00
Total Revenue				41,300.00	54%	-	41,300.00
Expenditures							
211	537	66327	Saucito Rd & Work Ave Impr Project	24,046.50	0%		24,046.50
211	539	66327	Rosita Emergency Repairs	65,000.00	0%		65,000.00
Total Expenditures				89,046.50	0%	-	89,046.50

				FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
			Net Revenues	(47,746.50)	-46%	-	(47,746.50)
			Other Financing Sources and Uses				
			Non Department Specific				
211	000	81003	Transfers Out to CIP	(13,550.00)	100%	-	(13,550.00)
			Total Other Financing Sources and Uses	(13,550.00)	100%	-	(13,550.00)
			Net Revenues After Other Financing Sources and Uses	(61,296.50)	-14%	-	(61,296.50)
Beginning Fund Balance, 7/1/2025							113,633.00
Estimated Ending Fund Balance, 06/30/2026							52,336.50

				FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
			212 - Measure X Fund				
			Revenue				
			Non Department Specific				
212	000	47775	Measure X	95,900.00	29%	-	95,900.00
			Total Revenue	95,900.00	29%	-	95,900.00
			Expenditures				
			Debt Service - Measure X				
212	610	65103	Principal - Measure X Loan	83,900.00	5%	-	83,900.00
212	610	65203	Interest - Measure X	12,000.00	192%	-	12,000.00
			Total Expenditures	95,900.00	29%	-	95,900.00
			Net Revenues	0.00	0%	-	0.00
			Other Financing Sources and Uses				
			Rosita Emergency Repairs				
212	539	81004	Transfers Out to Grants-Rosarita Emer Repairs	0.00	0%	-	0.00
			Total Other Financing Sources and Uses	0.00	0%	-	0.00
			Net Revenues After Other Financing Sources and Uses	0.00	0%	-	0.00
Beginning Fund Balance, 7/1/2025							388.00
Estimated Ending Fund Balance, 06/30/2026							388.00

				FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
			214 - RSTP				
			Revenue				
			Non Department Specific				
214	000	47776	RSTP Funds	67,602.00	0%	-	67,602.00
			Total Revenue	67,602.00	0%	-	67,602.00
			Net Revenues	67,602.00	0%	-	67,602.00
			Other Financing Sources and Uses				
			Non Department Specific				
214	000	81003	Transfers Out to CIP	(67,602.00)	100%	-	(67,602.00)
			Total Other Financing Sources and Uses	(67,602.00)	100%	-	(67,602.00)
			Net Revenues After Other Financing Sources and Uses	0.00	0%	-	0.00
Beginning Fund Balance, 7/1/2025							-
Estimated Ending Fund Balance, 06/30/2026							-

				FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
			221 - FORA Habitat Management Fund				

			FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
Expenditures						
221	160	63646				
Planning & Building Regulation						
Contract Services - Habitat Mgmt Plan			14,448.00	0%		14,448.00
Total Expenditures			14,448.00	0%	-	14,448.00
Net Revenues After Other Financing Sources and Uses			14,448.00	0%	-	14,448.00
Beginning Fund Balance, 7/1/2025						724,901.00
Estimated Ending Fund Balance, 06/30/2026						739,349.00

			FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
222 - FORA Land Development						
Revenue						
222	000	47911				
Non Department Specific						
DDA Developer Deposit			0.00	0%		0.00
Total Revenue			0.00	0%	-	0.00
Expenditures						
222	160	63639				
Planning & Building Regulation						
Economic Development Services			(2,031.00)	0%		(2,031.00)
222	160	63650				
Legal Services			2,031.00	0%		2,031.00
222	160	64580				
Misc Expenses			0.00	0%	8,120.23	8,120.23
Total Expenditures			0.00	11%	8,120.23	8,120.23
Net Revenues After Other Financing Sources and Uses			0.00	0%	(8,120.23)	(8,120.23)
Beginning Fund Balance, 7/1/2025						8,095.00
Estimated Ending Fund Balance, 06/30/2026						(25.23)

			FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
223 - ARPA Fund						
Net Revenues						
Other Financing Sources and Uses			0.00	0%		0.00
Non Department Specific						
223	000	81005				
Transfers Out to GF			0.00	0%		0.00
Total Other Financing Sources and Uses			0.00	0%	-	0.00
Net Revenues After Other Financing Sources and Uses			0.00	0%		0
Beginning Fund Balance, 7/1/2025						-
Estimated Ending Fund Balance, 06/30/2026						-

			FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
231 - BSCC-Officer Wellness & Mental Health Grant						
Expenditures						
231	210	64314				
Police						
Law Enforcement Wellness App			2,000.00	542%		2,000.00
Total Expenditures			2,000.00	542%	-	2,000.00
Net Revenues After Other Financing Sources and Uses			(2,000.00)	542%	-	(2,000.00)
Beginning Fund Balance, 7/1/2025						10,835.00
Estimated Ending Fund Balance, 06/30/2026						8,835.00

			FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
235 - Asset Forfeitures						
Revenue						
235	210	47780				
			0.00	0%		0.00
			0.00	0%	-	0.00
Net Revenues After Other Financing Sources and Uses						
			0.00	0%	-	0.00
Beginning Fund Balance, 7/1/2025						-
Estimated Ending Fund Balance, 06/30/2026						-

			FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
236 - Drug Enforcement Administration (DEA)						
Revenue						
236	210	47782				
			46,128.26	26%		46,128.26
			46,128.26	26%	-	46,128.26
Expenditures						
236	210	61111				
			46,128.26	62%		46,128.26
			46,128.26	62%	-	46,128.26
Net Revenues After Other Financing Sources and Uses						
			0.00	0%		0.00
Beginning Fund Balance, 7/1/2025						4,105.00
Estimated Ending Fund Balance, 06/30/2026						4,105.00

			FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
242 - REAP Grant						
Revenue						
242	160	47241				
			0.00	0%		0.00
			0.00	0%	-	0.00
Expenditures						
242	160	63640				
			0.00	0%		0.00
			0.00	0%	-	0.00
100	000	82003			13,885.00	13,885.00
Net Revenues After Other Financing Sources and Uses						
			0.00	0%	13,885.00	13,885.00
Beginning Fund Balance, 7/1/2025						(13,885.00)
Estimated Ending Fund Balance, 06/30/2026						-

			FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
251 - Cal Fire Grant						
Revenue						
251	411	47768				
			0.00	0%		0.00
			0.00	0%	-	0.00
Expenditures						
251	411	63913				
			0.00	0%		0.00
			0.00	0%	-	0.00

	FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
Net Revenues After Other Financing Sources and Uses	0.00	0%	-	-

Beginning Fund Balance, 7/1/2025	-
Estimated Ending Fund Balance, 06/30/2026	-

260 - CDBG Fund			FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
Revenue						
260	411	47765	CDBG Grant	90,000.00	0%	90,000.00
Total Revenue			90,000.00	0%	-	90,000.00
Expenditures						
260	411	66420	Park Improvements	90,000.00	0%	90,000.00
Total Expenditures			90,000.00	0%	-	90,000.00
Net Revenues After Other Financing Sources and Uses			0.00	0%		0.00

Beginning Fund Balance, 7/1/2025	-
Estimated Ending Fund Balance, 06/30/2026	-

301 - Capital Projects			FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
Expenditures						
301	533	66735	Vehicle Replacement	90,000.00	0%	90,000.00
301	537	66322	Saucito Rd & Work Ave Imp Project	81,150.00	100%	81,150.00
301	541	66322	City Hall Facility Repairs & Upgrades	20,000.00	37%	20,000.00
301	542	66323	Council Chamber Technology Project	5,000.00	0%	5,000.00
301	543	66736	PD Radio Replacement	20,000.00	0%	20,000.00
301	544	66324	Technology Replacement	3,000.00	0%	3,000.00
301	545	66426	City Hall Sewer Upgrades	40,000.00	0%	40,000.00
301	546	66427	City Hall Chamber Renovations	50,000.00	0%	50,000.00
301	547	66428	City Hall Fence Replacement	20,000.00	0%	20,000.00
301	548	66429	City Hall Parking Lot Improvements	167,446.00	0%	167,446.00
301	549	66430	Adair Stairs Repairs	15,000.00	0%	15,000.00
301	550	63505	Del Rey Oaks Garden Center	0.00	#DIV/0!	0.00
Total Expenditures			511,596.00	18%	-	511,596.00

Other Financing Sources and Uses			FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
301	533	82003	Transfers In from GF	90,000.00	0%	90,000.00
301	537	82006	Transfers In from RSTP	67,602.00	100%	(2.00) 67,600.00
301	537	82007	Transfers In from SB1-RMRA	13,550.00	100%	13,550.00
301	541	82003	Transfers In from GF	20,000.00	37%	20,000.00
301	542	82003	Transfers In from GF	5,000.00	0%	5,000.00
301	543	82003	Transfers In from GF	20,000.00	0%	20,000.00
301	544	82003	Transfers In from GF	3,000.00	0%	3,000.00
301	545	82003	Transfers In from GF	40,000.00	0%	40,000.00
301	546	82003	Transfers In from GF	50,000.00	0%	50,000.00
301	547	82003	Transfers In from GF	20,000.00	0%	20,000.00
301	548	82003	Transfers In from GF	167,446.00	0%	167,446.00
301	549	82003	Transfers In from GF	15,000.00	0%	15,000.00
301	550	82003	Transfers In from GF	0.00	#DIV/0!	0.00
Total Other Financing Sources and Uses			511,598.00	18%	(2.00)	511,596.00

Net Revenues After Other Financing Sources and Uses	2.00	0%	(2.00)	0.00
--	-------------	-----------	---------------	-------------

	FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
Beginning Fund Balance, 7/1/2025				3,801.00
Estimated Ending Fund Balance, 06/30/2026				3,801.00

				FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
321 - SBR Engineering Fund							
Expenditures							
321	518	63611	SBR Contract-Engineering & Others	423,075.00	3%	(11,426.00)	411,649.00
Total Expenditures				423,075.00	3%	(11,426.00)	411,649.00
Net Revenues After Other Financing Sources and Uses				(423,075.00)	3%		411,649.00
Beginning Fund Balance, 7/1/2025							411,649.00
Estimated Ending Fund Balance, 06/30/2026							-

				FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
331 - FHA Grant Fund							
Revenue							
331	000	47523	FHWA Grant	543,400.00	0%		543,400.00
Total Revenue				543,400.00	0%	-	543,400.00
Expenditures							
Rosita Emergency Repairs							
331	539	63611	Contract Services - Engineering	4,019.19	35%	0.03	4,019.22
331	539	66411	Road Construction	48,806.78	0%		48,806.78
Total Expenditures				52,825.97	3%	0.03	52,826.00
Net Revenues				490,574.03	0%	(0.03)	490,574.00
Other Financing Sources and Uses							
331	539	82004	Transfers In from Measure X	0.00	0%		0.00
Total Other Financing Sources and Uses				0.00	0%	-	0.00
Net Revenues After Other Financing Sources and Uses				490,574.03	0%	(0.03)	490,574.00
Beginning Fund Balance, 7/1/2025							(490,574.00)
Estimated Ending Fund Balance, 06/30/2026							-

				FY 2026 Budget - Revised	Percent of Budget Used	FY 2026 Midyear Adjustments	FY 2026 Adjusted Budget
332 - FEMA & OES							
Revenue							
Non Department Specific							
332	000	47519	OES	0.00	0%		0.00
332	000	47520	FEMA	0.00	0%		0.00
Total Revenue				0.00	0%	-	0.00
Expenditures							
332	541	66322	City Hall Facility Repairs & Upgrades	4,853.09	0%	(2.09)	4,851.00
Total Expenditures				4,853.09	0%	(2.09)	4,851.00
Net Revenues				(4,853.09)	0%	2.09	(4,851.00)
Beginning Fund Balance, 7/1/2025							4,851.00
Estimated Ending Fund Balance, 06/30/2026							-



CITY OF DEL REY OAKS

650 CANYON DEL REY BLVD, DEL REY OAKS, CALIFORNIA 93940
PHONE (831) 394-8511 FAX (831) 394-6421

Staff Report

DATE: February 26, 2026

TO: Honorable Mayor and City Council

FROM: John Guertin, City Manager

SUBJECT: Award Contract for Del Rey Park ADA Sidewalk Improvements Project to Coastal Excavating & Paving, Inc.

CEQA: Staff has determined this project to be categorically exempt under Section 15301 of the CEQA Guidelines (Existing Facilities).

DISCUSSION

The City of Del Rey Oaks solicited bids for the Del Rey Park ADA Sidewalk Improvements Project, which includes roadway excavation, subgrade preparation, construction of ADA-compliant sidewalks, curb ramps, and related concrete improvements at Del Rey Park.

Bids were opened on March 11, 2026. Six bids were received from the following contractors, listed in ascending order of bid amount:

- Coastal Excavating & Paving, Inc. — \$69,450
- GraniteRock — \$69,800
- JMS Cement Contractors, Inc. — \$78,980
- Arrow Asphalt & Concrete — \$82,457
- Monterey Peninsula Engineering — \$85,140
- Don Chapin Company — \$100,250

The Engineer’s Estimate for the project was \$86,300.

The City Engineer reviewed the bid proposals for mathematical accuracy, bid bonds, and compliance with the proposal requirements. All bids were determined to be responsive and responsible.

The City Engineer recommends awarding the contract to the lowest responsive bidder, Coastal Excavating & Paving, Inc., in the amount of \$69,450. Coastal Excavating & Paving previously completed improvements at Del Rey Park in 2022 and performed the work satisfactorily.

Pending Council approval, construction is anticipated to begin in spring 2026.

FISCAL IMPACTS

The contract amount is \$69,450.

Staff recommends authorizing a 10% contingency (\$6,945) for unforeseen construction conditions and engineering support for construction oversight as needed.

Funds for the project are included in the City's Capital Improvement Program.

RECOMMENDATION

Adopt the resolution awarding the Del Rey Park ADA Sidewalk Improvements Project contract to Coastal Excavating & Paving, Inc. in the amount of \$69,450, authorize the City Manager to execute the construction agreement, and authorize up to 10% contingency for construction costs.

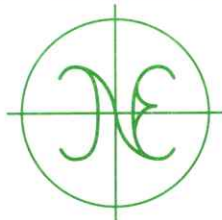
ATTACHMENTS

City Engineer Recommendation and Tabulation of Bids
Construction Agreement

Respectfully submitted,

John Guertin
City Manager

NEILL ENGINEERS Corp.



CONSULTING ENGINEERS
MISSION and FIFTH—BOX LL
CARMEL, CALIFORNIA 93921

(831) 624-2110
FAX: (831) 624-3693
March 12, 2026

SUBDIVISIONS, LAND PLANNING
WATER SUPPLY, SANITATION,
SURVEYING, AIRPORTS
MUNICIPALITIES

SHERMAN W. LOW, R.C.E.
GARY W. WHITE, P.L.S.

GILBERT M. NEILL, R.C.E.

Mr. John Guertin, City Manager
City of Del Rey Oaks
650 Canyon Del Rey
Del Rey Oaks, CA 93940

Re: Del Rey Park ADA Sidewalk Improvements

Dear Mr. Guertin,

Bids were opened for the City of Del Rey Oaks Del Rey Park ADA Sidewalk Improvements Project on March 11, 2026.

Six bid proposals were received from the following Contractors, listed in ascending order below:

Coastal Excavating & Paving, Inc.	\$69,450.00
Graniterock	\$69,800.00
JMS Cement Contractors, Inc.	\$78,980.00
Arrow Asphalt & Concrete	\$82,457.00
Monterey Peninsula Engineering	\$85,140.00
Don Chapin Company	\$100,250.00
Engineer's Estimate	\$86,300.00

The bid proposals were reviewed for mathematical accuracy, bid bond, and other proposal requirements. All proposals were in order; and are considered responsive bids. A copy of the Tabulation of Bids is enclosed.

We recommend that the contract be awarded to the lowest responsive bidder, Coastal Paving & Excavating, Inc. They are the same Contractor who performed the work for the prior Del Rey Park improvements completed in 2022.

Very truly yours,

Sherman W. Low, PE
City Engineer

w/enclosure (TOB)



Owner: CITY OF DEL REY OAKS
 Project: DEL REY PARK
 ADA SIDEWALK IMPROVEMENTS

TABULATION OF BIDS

Engineer: NEILL ENGINEERS CORP., Carmel, CA
 Bid Opening: Wednesday, March 11, 2026

#	Description	Quantity	Unit	ENGINEER'S ESTIMATE		COASTAL PAVING & EXCAVATING, INC.		GRANITEROCK		JMS CEMENT CONTRACTORS INC.		ASPHALT & CONCRETE ARROW	
				Price	Amount	Price	Amount	Price	Amount	Price	Amount	Price	Amount
1	Roadway Excavation & Subgrade Preparation	1	LS	\$15,000.00	\$15,000.00	\$1.00	\$24,000.00	\$25,750.00	\$25,750.00	\$15,250.00	\$15,250.00	\$22,401.00	\$22,401.00
2	Construct Sidewalk	320	SF	\$35.00	\$11,200.00	\$25.00	\$8,000.00	\$20.00	\$6,400.00	\$27.00	\$8,640.00	\$27.80	\$8,896.00
3	Construct Sidewalk using color concrete	650	SF	\$38.00	\$24,700.00	\$17.00	\$11,050.00	\$21.00	\$13,650.00	\$30.00	\$19,500.00	\$35.00	\$22,750.00
4	Construct Concrete Slab	950	SF	\$32.00	\$30,400.00	\$24.00	\$22,800.00	\$20.00	\$19,000.00	\$27.00	\$25,650.00	\$27.80	\$26,410.00
5	Place Edge Backing using salv. excavated material	1	LS	\$5,000.00	\$5,000.00	\$3,600.00	\$3,600.00	\$5,000.00	\$5,000.00	\$9,940.00	\$9,940.00	\$2,000.00	\$2,000.00
TOTAL:					\$86,300.00		\$69,450.00		\$69,800.00		\$78,980.00		\$82,457.00
* Corrected Total							LOW BID						

CITY OF DEL REY OAKS
AGREEMENT FOR ADA SIDEWALK IMPROVEMENT PROJECT

THIS AGREEMENT (“Agreement”) is executed this 24th of March, 2026, by and between the CITY OF DEL REY OAKS, a municipal corporation, (hereinafter “City”), and Coastal Paving and Excavating (hereinafter “Contractor”), each of which is referred to herein as a “party,” and collectively referred to herein as the “parties”.

RECITALS

WHEREAS, the City wishes to engage Contractor to perform the services required by this Agreement as City does not have the capability to perform such work; and

WHEREAS, Contractor is customarily engaged in the business of providing the services required herein and is willing to provide such services on the following terms and conditions; and

WHEREAS, Contractor represents it is specially trained, experienced, and competent to perform the services required by this Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the terms and conditions herein contained, the parties hereby covenant and agree as follows:

1. SERVICES

- A. **Scope of Services**. Contractor agrees to provide to the City, as the scope of services under this Agreement. Sidewalk Improvements Project, which includes roadway excavation, subgrade preparation, construction of ADA-compliant sidewalks, curb ramps, and related concrete improvements at Del Rey Park.
- B. **Amendment of Services**. The parties may make changes to the scope of services as defined in Section 1.A above. The parties shall agree in writing prior to commencement of any such changes.

2. COMPENSATION

A. **Total Fee**. The City agrees to pay and Contractor agrees to accept as full and fair consideration for the performance of this Agreement \$69,450.00. If the City determines the services set forth in the written invoice have not been performed in accordance with the terms of this Agreement, the City shall not be responsible for payment until the services have been satisfactorily performed. A 10% contingency (\$6,945.00) may be collected for unforeseen construction conditions and engineering support for construction oversight, as needed.

B. **Invoicing**. Contractor shall submit written invoices to the City. Contractor’s invoices shall include a description of services performed.

3. AGREEMENT TERM

- A. **Term**. The work under this Agreement shall commence in April 2026.

B. **Timely Work.** Contractor shall perform all services in a timely fashion. Failure to perform shall be deemed a material breach of this Agreement, and the City may terminate this Agreement with no further liability hereunder, or may authorize, in writing, an extension of time to the Agreement.

4. INDEPENDENT CONTRACTOR

A. **Independent Contractor.**

i. Contractor is an independent contractor. This Agreement does not create the relationship of employer and employee, a partnership, or a joint venture.

ii. No offer or obligation of permanent employment with the City or particular City department or agency is intended in any manner, and Contractor shall not become entitled by virtue of this Agreement to receive from the City any form of employee benefits including but not limited to sick leave, vacation, retirement benefits, workers' compensation coverage, insurance or disability benefits. Contractor shall be solely liable for and obligated to pay directly all applicable taxes, including federal and state income taxes and social security, arising out of Contractor's performance of services under this Agreement. In connection therewith, Contractor shall defend, indemnify and hold the City harmless from any and all liability, which the City may incur because of Contractor's failure to pay such taxes.

B. **Not an Agent of the City.** Nothing in this Agreement shall be interpreted so as to render the City the agent, employer, or partner of Contractor, or the employer of anyone working for or subcontracted by Contractor, and Contractor must not do anything that would result in anyone working for or subcontracted by Contractor being considered an employee of the City. Contractor is not, and must not claim to be, an agent of the City.

5. REPRESENTATIVES AND COMMUNICATIONS

A. **City's Representative.** The City appoints the individual named below as the City's contact person for the purposes of this Agreement.

Name: John Guertin
 Title: City Manager
 Address: 650 Canyon Del Rey Blvd. Del Rey Oaks, CA 93940
 Telephone: (831) 394-8511

B. **Contractor's Representative.** Contractor appoints the person named below as its contact person for the purposes of this Agreement.

Name: Michael Melicia
 Title: Owner
 Address: 2232 Del Monte Ave Monterey, CA 93940
 Telephone: 831-646-2099

C. **Communications and Notices.** Any notice, report, or other document that either party may be required or may wish to give to the other must be in writing, unless otherwise provided for, and shall be deemed to be validly given to and received by the addressee, if delivered personally,

on the date of such personal delivery, if delivered by email, on the date of transmission, or if by mail, seven (7) calendar days after posting.

6. INDEMNIFICATION

Contractor hereby agrees to the following indemnification clause:

To the fullest extent permitted by law Contractor shall defend (with legal counsel reasonably acceptable to the City), indemnify and hold harmless the City and its officers, designated agents, departments, officials, representatives and employees (collectively "Indemnitees") from and against claims, loss, cost, damage, injury expense and liability (including incidental and consequential damages, court costs, reasonable attorneys' fees, litigation expenses and fees of experts, consultants or expert witnesses incurred in connection therewith and costs of investigation) to the extent they arise out of, pertain to, or relate to, the negligence, recklessness, or willful misconduct of Contractor, anyone directly or indirectly employed by Contractor, or anyone Contractor controls (collectively "Liabilities"). Such obligations to defend, hold harmless and indemnify any Indemnitee shall not apply to the extent that such Liabilities are caused in part by the gross negligence or willful misconduct of such Indemnitee.

7. INSURANCE

Contractor shall submit and maintain in full force all insurance as described herein. Without altering or limiting Contractor's duty to indemnify, Contractor shall maintain in effect throughout the term of this Agreement a policy or policies of insurance with the following minimum limits of liability:

A. Commercial General Liability Insurance including but not limited to premises, personal injuries, bodily injuries, property damage, products, and completed operations, with a combined single limit of not less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate.

B. Automobile Liability Insurance covering all automobiles, including owned, leased, non-owned, and hired automobiles, used in providing services under this Agreement, with a combined single limit of not less than \$1,000,000 per occurrence.

C. Workers' Compensation Insurance. If Contractor employs others in the performance of this Agreement, Contractor shall maintain Workers' Compensation insurance in accordance with California Labor Code section 3700 and with a minimum of \$1,000,000 per occurrence.

D. Other Insurance Requirements:

- i. The City shall be a named additional insured on Contractor's policy.
- ii. All insurance required under this Agreement must be written by an insurance company either:
 1. admitted to do business in California with a current A.M. Best rating of no less than A:VI;
 - or
 2. an insurance company with a current A.M. Best rating of no less than A:VII.

iii. Prior to the start of work under this Agreement, Contractor shall file certificates of insurance and endorsements evidencing the coverage required by this Agreement with the City Manager. Contractor shall file a new or amended certificate of insurance promptly after any change is made in any insurance policy that would alter the information on the certificate then on file, including, without limitation, the amount of coverages or the term of coverages.

iv. Neither the insurance requirements hereunder, nor acceptance or approval of Contractor's insurance, nor whether any claims are covered under any insurance, shall in any way modify or change Contractor's obligations under the indemnification clause in this Agreement, which shall continue in full force and effect. Notwithstanding the insurance requirements contained herein, Contractor is financially liable for its indemnity obligations under this Agreement.

v. City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

8. PERFORMANCE STANDARDS

A. Contractor warrants that Contractor and Contractor's employees performing services under this Agreement are specially trained and experienced to perform the services described herein.

B. Contractor and its employees shall perform all services in a safe and skillful manner consistent with the highest standards of care, diligence and skill ordinarily exercised by professionals in similar fields. All services performed under this Agreement that are required by law to be performed or supervised by licensed personnel shall be performed in accordance with such licensing requirements.

C. Contractor shall furnish, at its own expense, all materials, equipment and personnel necessary to carry out the terms of this Agreement, except as otherwise specified in this Agreement. Contractor shall not use the City premises, property (including equipment, instruments, or supplies) or personnel for any purpose other than in the performance of its obligations under this Agreement, the RFP, or Contractor's Estimate.

D. Contractor agrees to perform all work under this Agreement to the satisfaction of City and as specified herein. The City Manager or his or her designee shall perform an evaluation of the work. If the quality of work is not satisfactory, City in its discretion may meet with Contractor to review the quality of work and resolve the matters of concern.

9. CITY INFORMATION AND RESOURCES

A. **City Resources.** The City acknowledges that Contractor's ability to provide services in accordance with this Agreement may be dependent on the City providing available information and resources in a prompt and timely manner as reasonably required by Contractor. To the extent that the City fails to provide City resources, Contractor shall not be liable for any resulting delay in services, but in no event shall such delay or failure to provide City resources constitute a breach of this Agreement by the City, nor shall Contractor be entitled to extra compensation for same.

B. **Obligations of Contractor.** No reviews, approvals, or inspections carried out or supplied by the City shall derogate from the duties and obligations of Contractor, and all responsibility related to performance of services shall be and remain with Contractor.

10. OWNERSHIP AND USE OF MATERIALS

A. **Ownership of the Materials.** All data, studies, reports, calculations, field notes, sketches, designs, drawings, plans, specifications, cost estimates, manuals, correspondence, agendas, minutes, notes, audio-visual materials, photographs, models, software data, computer software (if purchased on the City's behalf) and other documents or products produced by Contractor under this Agreement (collectively, "the Materials") are and shall remain the property of the City even though Contractor or another party may have physical possession of them or a portion thereof. Contractor hereby waives, in favor of the City, any moral rights Contractor, its employees, vendors, successors or assignees may have in the Materials. Contractor agrees that all copyrights, which arise from creation of the work or services pursuant to this Agreement, shall be vested in the City and waives and relinquishes all claims to copyright or intellectual property rights in favor of the City.

B. **Delivery and Use of the Materials.** All Materials shall be transferred and delivered by Contractor to the City without further compensation following the expiration or sooner termination of this Agreement, provided that the City may, at any time prior to the expiration or earlier termination of this Agreement, give written notice to Contractor requesting delivery by Contractor to the City of all or any part of the Materials in which event Contractor shall forthwith comply with such request. The Materials created electronically must be submitted in a format and medium acceptable to the City. The Materials may be used by the City in any manner for the intended purpose or as part of its operations associated with the Materials.

11. DISPUTE RESOLUTION

The City Manager and Contractor shall make reasonable efforts to resolve any dispute by amicable negotiations and shall provide frank, candid, and timely disclosure of all relevant facts, information, and documents to facilitate negotiations.

If all or any portion of a Dispute cannot be resolved by good faith negotiations as set forth above within thirty (30) days either party may, by notice to the other party, submit the dispute for formal mediation to a mediator selected mutually by the parties. The cost of the mediation (including fees of mediators) shall be borne equally by the parties, and each party shall bear its own costs of participating in mediation. The mediation shall take place within the Monterey County.

Should either party not be satisfied with the outcome of the mediation, the matter may be submitted to a court of competent jurisdiction.

All claims by Contractor against the City for money or damages must comply with the Government Claims Act (California Government Code Sections 810-996.6).

12. TERMINATION OF AGREEMENT

A. **Termination for Cause or Default.** The City reserves the right to immediately terminate this Agreement, in whole or in part, if Contractor defaults or fails to deliver the services in accordance with the terms and conditions of this Agreement. Such termination shall be in writing, shall set forth the effective date of termination, and may be issued without any prior notice. Without limitation, Contractor is in default of its obligations contained in this Agreement if Contractor:

- i. Fails to perform the required services within the term and/or in the manner provided under this Agreement;
- ii. Fails to observe or comply with the City's reasonable instructions;
- iii. Otherwise violates any provision of this Agreement.

13. LEGAL ACTION / VENUE

Should either party to this Agreement bring legal action against the other, the validity, interpretation and performance of this Agreement shall be controlled by and construed under the laws of the State of California, excluding California's choice of law rules. Venue for any such action relating to this Agreement shall be in the Monterey County Superior Court.

14. MISCELLANEOUS PROVISIONS

A. **Non-discrimination.** During the performance of this Agreement, Contractor shall not unlawfully discriminate against any person because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status, either in Contractor's employment practices or in the furnishing of services to recipients.

B. **Acceptance of Services Not a Release.** Acceptance by the City of services to be performed under this Agreement does not operate as a release of Contractor from professional responsibility for the services performed.

C. **Headings.** The headings appearing herein shall not be deemed to govern, limit, modify, or in any manner affect the scope, meaning or intent of the provisions of this Agreement. The headings are for convenience only.

D. **Entire Agreement.** This Agreement, including the Exhibits attached hereto, constitute the entire agreement between the parties hereto with respect to the terms, conditions, and services and supersedes any and all prior proposals, understandings, communications, representations and agreements, whether oral or written, relating to the subject matter thereof pursuant to Section 1B, "Amendment of Services". Any amendment to this Agreement will be effective only if it is in writing signed by both parties hereto and shall prevail over any other provision of this Agreement in the event of inconsistency between them.

E. **Counterparts.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, and may be signed in counterparts, but all of which together shall constitute one and the same Agreement.

F. **Multiple Copies of Agreement.** Multiple copies of this Agreement may be executed, but the parties agree that the Agreement on file in the office of the City’s City Clerk is the version of the Agreement that shall take precedence should any difference exist among counterparts of this Agreement.

G. **Authority.** Any individual executing this Agreement on behalf of the City or Contractor represents and warrants hereby that he or she has the requisite authority to enter into this Agreement on behalf of such party and bind the party to the terms and conditions of this Agreement.

H. **Severability.** If any of the provisions contained in this Agreement are held illegal, invalid or unenforceable, the enforceability of the remaining provisions shall not be impaired thereby. Limitations of liability and indemnities shall survive termination of the Agreement for any cause. If a part of the Agreement is valid, all valid parts that are severable from the invalid part remain in effect. If a part of this Agreement is invalid in one or more of its applications, the part remains in effect in all valid applications that are severable from the invalid applications.

I. **Non-exclusive Agreement.** This Agreement is non-exclusive and both the City and Contractor expressly reserve the right to enter into agreements with other Contractors for the same or similar services, or may have its own employees perform the same or similar services.

J. **Assignment of Interest.** The duties under this Agreement shall not be assignable, delegable, or transferable without the prior written consent of the City. Any such purported assignment, delegation, or transfer shall constitute a material breach of this Agreement upon which the City may terminate this Agreement and be entitled to damages.

K. **Laws.** Contractor agrees that in the performance of this Agreement it will reasonably comply with all applicable federal, state and local laws and regulations. This Agreement shall be governed by and construed in accordance with the laws of the State of California and the City of Del Rey Oaks.

L. **Exhibits.** The following Exhibit is incorporated herein by reference as if fully set forth: Exhibit A, City Engineer Recommendation and Tabulation of Bids as result of RFP.

IN WITNESS WHEREOF, the parties enter into this Agreement on the day and year first above written in Del Rey Oaks, California.

CITY OF DEL REY OAKS

CONTRACTOR

John Guertin,
City Manager
Date:_____

Printed name
Date:_____

RESOLUTION NO. 2026-04

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS AWARDING A CONTRACT TO COASTAL EXCAVATING & PAVING, INC. FOR THE DEL REY PARK ADA SIDEWALK IMPROVEMENTS PROJECT AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT

WHEREAS, the City of Del Rey Oaks solicited bids for the Del Rey Park ADA Sidewalk Improvements Project; and

WHEREAS, bids were opened on March 11, 2026, and six bids were received; and

WHEREAS, the City Engineer reviewed the bid proposals and determined that all bids were responsive; and

WHEREAS, Coastal Excavating & Paving, Inc. submitted the lowest responsive bid in the amount of \$69,450; and

WHEREAS, the City Engineer has recommended that the contract be awarded to Coastal Excavating & Paving, Inc.; and

WHEREAS, the City Council finds that awarding the contract to the lowest responsive bidder is in the best interest of the City.

NOW, THEREFORE, the City Council of the City of Del Rey Oaks resolves as follows:

1. The foregoing recitals are true and correct and incorporated herein by reference.
2. The City Council hereby awards the contract for the Del Rey Park ADA Sidewalk Improvements Project to Coastal Excavating & Paving, Inc. in the amount of \$69,450.
3. The City Council authorizes the City Manager to execute the construction agreement and any necessary documents, subject to approval as to form by the City Attorney.
4. The City Manager is authorized to approve construction contingencies consistent with the project budget.

PASSED AND ADOPTED by the City Council of the City of Del Rey Oaks this 24th day of March, 2026, by the following vote:

AYES:
 NOES:
 ABSENT:
 ABSTAIN:

APPROVED: _____

ATTEST: _____

Scott Donaldson, Mayor

Karen Minami, City Clerk

Notice of Exemption

Appendix E

Item B.

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk

County of: Monterey

168 West Alisal, 1st Floor

Salinas, CA 93901

From: (Public Agency): City of Del Rey Oaks
650 Canyon Del Rey Boulevard
Del Rey Oaks, CA 93940

(Address)

Project Title: Del Rey Park ADA Sidewalk Improvements Project

Project Applicant: City of Del Rey Oaks

Project Location - Specific:

999 Angelus Way, Del Rey Oaks, CA 93940; APN: 012-521-004-000

Project Location - City: Del Rey Oaks Project Location - County: Monterey

Description of Nature, Purpose and Beneficiaries of Project:

The Project is designed to improve accessibility and ensure compliance with the Americans with Disabilities Act (ADA). Del Rey Park is an approximately 10-acre developed public park that contains recreational facilities and includes playgrounds, a basketball court, a volleyball pit, a softball field, restrooms, picnic tables, and barbecue pits (Attachment 1). The Del Rey Park ADA Sidewalk Improvements Project (Project) consists of new accessible ADA sidewalks, landing areas, and related park features. Specifically, the Project includes installation of ADA-accessible walkways, sidewalks, curb ramps, safety components, and surfacing improvements within the existing footprint of Del Rey Park. Project details are shown in the Plans for "Del Rey Park ADA Sidewalk Improvements," prepared by Neill Engineers Corp., dated February 2026 (See Attachment 2). The Project is funded through a Community Development Block Grant administered by the County of Monterey.

Name of Public Agency Approving Project: City of Del Rey Oaks

Name of Person or Agency Carrying Out Project: City of Del Rey Oaks

Exempt Status: **(check one):**

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: 15303
- Statutory Exemptions. State code number: _____

Reasons why project is exempt:

The Project qualifies for a categorical exemption pursuant to CEQA Guidelines Section 15303, which applies to the installation and replacement of small structures involving negligible or no expansion of use. The proposed improvements consist of installation and replacement of sidewalks, accessible walkways, and related minor park improvements within an existing public park. The work is limited to ADA compliance upgrades and minor site improvements within previously disturbed areas. Improvements would occur entirely within previously disturbed areas of the established park. The Project does not expand the footprint of the park, increase its capacity, intensify recreational use, or change land use designations.

Lead Agency

Contact Person: Karen Minami, City Clerk Area Code/Telephone/Extension: (831) 394-8511

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: _____ Date: _____ Title: _____

▪ Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____



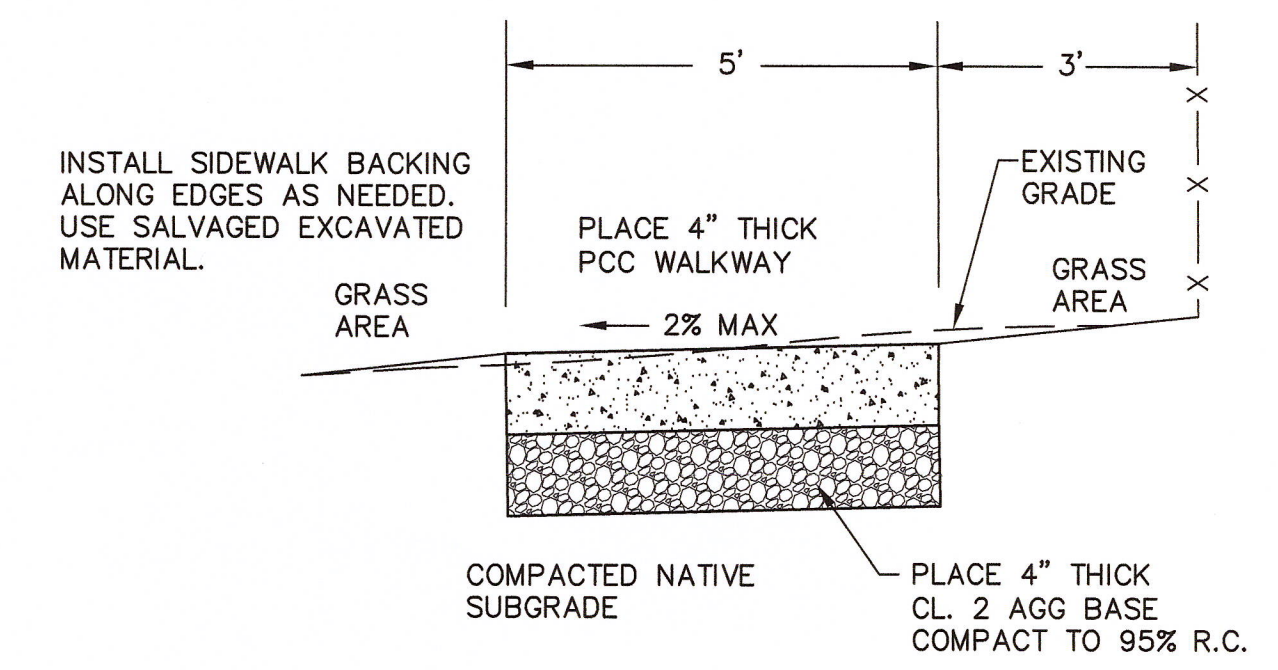
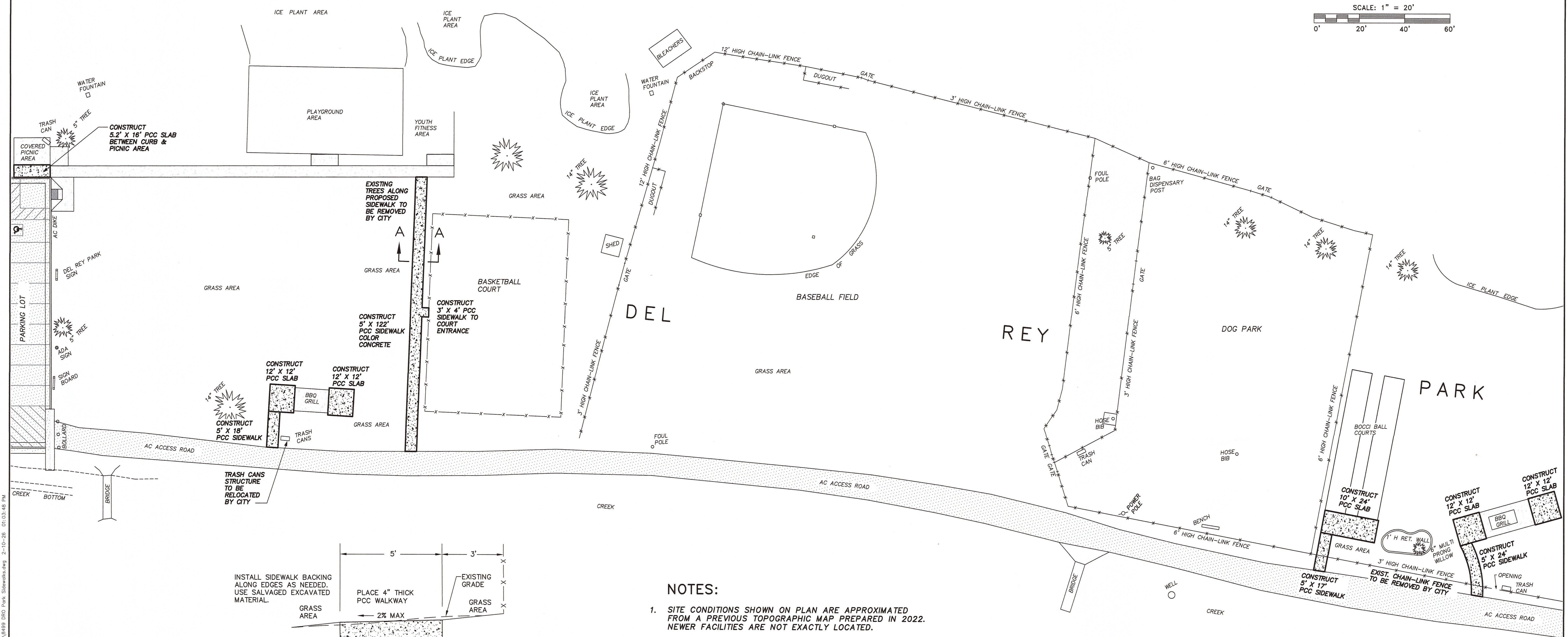
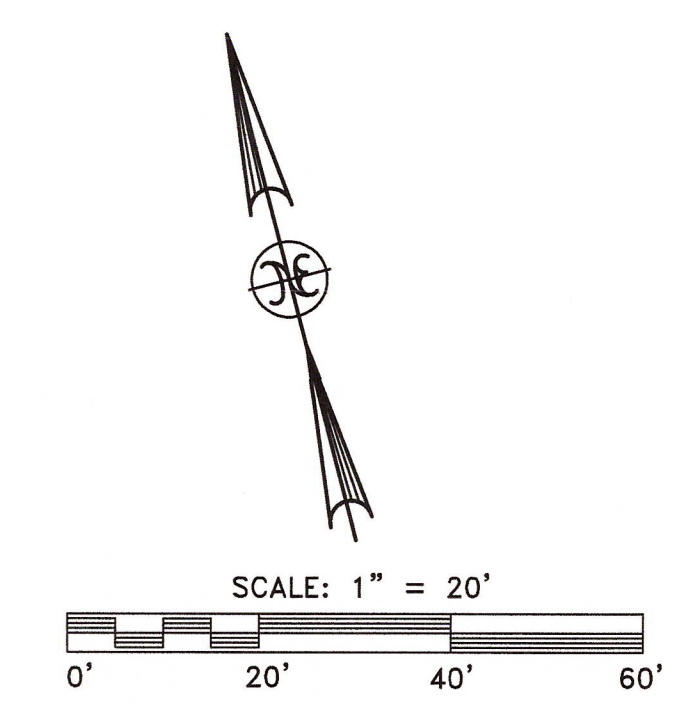
City of Del Rey Oaks

Project Site

Canyon Del Rey Boulevard

Monterey Regional Airport

Attachment 2_Plan For Del Rey Park ADA Improvements



PCC SIDEWALK SECTION A-A
NOT TO SCALE

- NOTES:**
1. CONCRETE TO BE CLASS "B" (5 SACK).
 2. FINISH SHALL BE FINE BROOM OVER STEEL TROWEL.
 3. EXPANSIONS JOINTS SHALL BE INSTALLED AT 60' INTERVALS. DEEP SCORE JOINTS SHALL BE PROVIDED AT 5' INTERVALS.

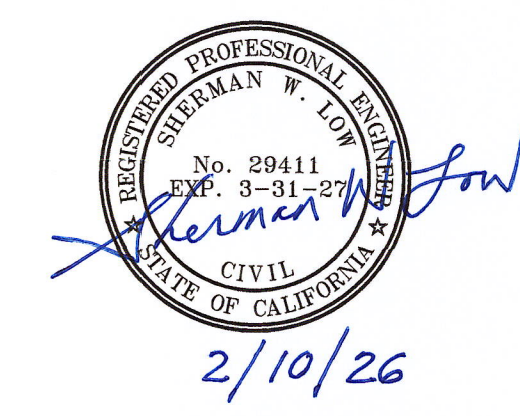
NOTES:

1. SITE CONDITIONS SHOWN ON PLAN ARE APPROXIMATED FROM A PREVIOUS TOPOGRAPHIC MAP PREPARED IN 2022. NEWER FACILITIES ARE NOT EXACTLY LOCATED.
2. NEW SIDEWALKS SHALL MEET ADA STANDARDS.
3. EXACT LOCATION AND FINISHED GRADES FOR PCC SIDEWALKS AND SLABS SHALL BE DETERMINED IN FIELD AT TIME OF CONSTRUCTION.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR ESTABLISHING LINES AND GRADES FOR CONSTRUCTION.
5. NEW SIDEWALK AND CONC. SLAB SHALL BE 4" THICK PCC PLACED OVER 4" THICK CL. 2 AGGREGATE BASE AND COMPACTED SUBGRADE.
6. COLOR CONCRETE SHALL BE USED FOR SIDEWALK ADJACENT TO BASKETBALL ONLY. COLOR TO BE "SAN DIEGO BUFF".
7. SAWCUT EXIST. AC AND/OR PCC FOR NEAT, CLEAN CONFORM EDGE.

NEILL ENGINEERS CORP. CARMEL, CALIFORNIA

DEL REY PARK ADA SIDEWALK IMPROVEMENTS

CITY OF DEL REY OAKS, CALIFORNIA



Mayor Donaldson Report

Below is a summary of board meetings I attended:

Transportation Agency for Monterey County (TAMC)



February 25, 2026

24th Annual Transportation Excellence Awards

The Transportation Agency presented their 24th Annual Transportation Excellence Awards to honor community members, programs, and projects that made a significant contribution to improving transportation networks in Monterey County.

This year's awards honorees are:

- Individual: James Herrera, Reporter, Monterey Herald, was recognized for his coverage of transportation related projects and programs for the daily newspaper; most notably for his continuous coverage of two regional Measure X funded projects, the Fort Ord Regional Trail and Greenway (FORTAG) Canyon Del Rey segment in the cities of Del Rey Oaks and Seaside and the Imjin Parkway Widening and Roundabout Project in the City of Marina.
- Program: "Safe Routes to School North County Participatory Budgeting Steering Committee" made up of residents and community advocates in the communities of Aromas, Castroville, Las Lomas, and Prunedale. The Steering Committee worked with Safe Routes to School program partners Center for Community Advocacy, Ecology Action, Monterey County Health Department, Monterey County Public Works Facilities & Parks Department, and the Transportation Agency for Monterey County, to identify barriers to safe access for eleven public schools across North Monterey County.

Steering Committee members presented their recommendations for projects on North Monterey County Unified School District property to the district's Board of Directors and the County of Monterey Board of Supervisors and successfully got both Boards to approve their recommendations in October 2025. The Transportation Agency Board of Directors

subsequently approved Measure X and Regional Surface Transportation Program funds to implement the Safe Routes to school projects in North Monterey County.

- **Project:** The Bardin Road Safe Routes to School Improvements Project, The City of Salinas, Kimley-Horn & Associates, MNS Engineers, and the Don Chapin Company were recognized for the project’s design to improve vehicular, pedestrian, and bicycle access to Bardin Elementary School. Funded through the Active Transportation Program and Measure X, the project addressed safety concerns around Bardin Elementary School, where limited crosswalks and the absence of bicycle facilities previously forced families to share space with fast-moving vehicles.

Collectively, the safety improvements and enhancements transformed Bardin Road from a barrier into a connected multimodal corridor that supports neighborhood-to-neighborhood and school-to-community connectivity.

Board comments after the ceremony include the following:

“I think that it’s really important that we all recognize that it’s not just the process and outcomes that we highlighted today, but the fact that kids in our community are watching their parents and grandparents participate and be a part of the solutions, rather than just sitting at home and saying I wish someone would. You are doing and that’s the important piece that is going to reverberate through that community for a long time to come.” – Chris Lopez, Supervisor, District 3

“Ultimately , what I see here is that most of the times the Board looks at Excel documents, budget items, and so on, and today we are actually seeing the people. And ultimately, that’s what I want to recognize.” – Chaps Poduri, TAMC Chair

Summaries of each honoree and their achievements are available on the TAMC website:

<https://www.tamcmonterey.org/>

Safe Routes to School & Safe Streets Together Monterey County Campaign

The Measure X Safe Routes to Schools Program has supported safer walking and bicycling for youth and families across Monterey County since 2018, building a foundation of community-based safety education and infrastructure needs. Building on this work, the Monterey County Vision Zero Plan is now being developed to identify and prioritize the projects and programs needed to eliminate severe and fatal traffic crashes countywide. Safe Streets Together Monterey County serves as the public-facing safety campaign that will help implement the Vision Zero Plan, reinforcing Safe Routes to Schools goals and advancing countywide safety policies through education, outreach, and behavior-change messaging.

The three initiatives – the Monterey County Vision Zero Action Plan, the Measure X Safe Routes to School Program, and the Safe Streets Together Monterey County campaign – are all key components of a comprehensive approach to prevent severe injuries and fatalities. Together, they provide the policy framework, infrastructure investments, and community-focused behavior-change tools needed to create safer streets for all.

TAMC Board Authorizes the Transfer of Project Funding and Implementation for the King City Multimodal Transportation Center to the TAMC Rail Program

The Transportation Agency’s Board of Directors authorized TAMC’s Executive Director to begin discussions with Caltrans and the City of King to transfer project funding and implementation for the King City Multimodal Transportation Center project to the TAMC Rail program.

The authorization came after the City of King requested that TAMC become the project sponsor for the Multimodal Transportation Center project, with the departure of several City staff with many years of experience working on the project. The City of King has secured funding for the project from the State Rail Assistance, Interregional Transportation Improvement Program, Transit and Intercity Rail Capital Program, and Senate Bill 125. Upon Board approval, TAMC staff will coordinate with Caltrans and the City of King to transfer the funding to TAMC to fund project-related planning activities.

The City of King has been planning for the re-establishment of passenger rail service since 2006, including development of the King City Multimodal Transportation Center. The project would be served by Amtrak Coast Starlight in the near term and is included in the 2024 State Rail Plan to be served by four round trips of a new intercity passenger service in the long term.

Monterey One Water (M1W)

February 23, 2026

Informational Items:

- Executive Officer Paul Sciuto provided update on Pure Water Monterey
- Director of Finance Lawrence Chiu provided an update on the budgeting process and the development of the 2026/27 budgets is on track
- Assistant General Manager Tamsen Mc Narie advised that M1W received the "Large Plant of the Year" award from California Water Environment Association
- Rachel Gaudoin, Communications and Legislative Manager, provided an update on M1W's participation in the Salinas Valley Basin GSA Water Leadership Institution and reported on the execution of a contract for social media support aimed at increasing community engagement

Board Actions:

- Director Williamson and Director Hibino were elected to serve another term as Chair and Vice Chair
- Awarded Contract to Airgas USA, LLC for Liquid Oxygen for the Advanced Water Purification Facility (AWPF) in the Not-To-Exceed Amount of \$309,396
- Approved Third Contract Amendment with H2O Innovation for the Reverse Osmosis (RO) Threshold Inhibitor for the Advanced Water Purification Facility (AWPF) in the Not-To-Exceed Amount of \$115,897.86
- Approved First Contract Amendment with Thatcher Company for the Liquified Chlorine for the Salinas Valley Reclamation Project (SVRP) in the Not-To-Exceed Amount of \$1,061,625
- Director of Finance Lawrence Chiu, along with Willdan Financial Services, presented on alternative wastewater rate structures. After review, the Board approved a motion to maintain the current flat rate structure

Kim Shirley's Council Report for Tuesday, March 24, 2026

Friday, February 20th- ReGen Monterey Board Meeting- As usual, lots of interesting things in today's meeting, but as Chair, I was also balancing the time constraints of our Directors, so after passing the consent agenda, we jumped ahead to voting for our Special District commissioner for LAFCO (Local Area Formation Commission of Monterey County). After a discussion with the Directors and listening to public comment, our board voted for Jonathan Ahmadi.

Next, we received the financial report for January and then moved on to our discussion/Action portion of our agenda, where all items passed unanimously. First, we received our 2025 Audit Statements, which was a pleasure since there were no findings (in other words, all is good!). After that, we approved the proposed amendments to our purchasing policy, which was more detailed than our last one and increased the threshold for purchases that need to go to the Board for approval (from \$75,000 to \$200,00). Some of the additional details included procurement processes, an emphasis on local preferences, and the incorporation of environmental considerations into purchasing.

Our next item was approving all of the contracts needed to construct our Covered Aerated Static Pile Composting Facility. This is a project we've been talking about for a long time, so it felt good to move forward on this, and I know the staff was excited to take this step. The good news about this item is that it should not only improve the efficiency of our composting system, but it will also cut down on odors.

Continuing with the idea of advancing our systems, our next item was approving the landfill leachate and sump control upgrades for several modules of our landfill. This approval of \$725,000 will allow our staff to build out and upgrade to a centralized monitoring system, which has reliable alarms and improved operational awareness. This upgrade will not only save staff time but will also lower the risk of pump failures, overflows, and delayed responses during off-hours.

For an additional source of revenue, we agreed to the next item: to authorize our General Manager to execute a disposal agreement with Environmental Resource Recovery, dba Valley Recycling II. This disposal agreement for waste from the San Jose area will provide us with 5 years of stable income, with a possible 3 year extension, at a rate that is 25% higher than our current outside contract with Greenwaste. They'll also provide us with needed alternative daily cover (ADC), which is also very helpful (we cover the landfill every night with ADC).

Our last item was approving a procedure that would allow our General Manager (or someone they designate) to suspend all or portions of our operations and to direct

evacuation or shelter-in-place actions during high-risk emergency events where unmitigable risk to life, safety, or environmental compliance exists. Seems like a no-brainer, right? Yup, it was.

Tuesday, February 24th- City Council Meeting- This was the first meeting in a long time where we went past 9 pm and had to vote to continue the meeting (we did, 3-2 decision, with Uy, myself, and the Mayor voting to continue). Although the big item we voted on didn't go as I had hoped, I believe we had some really good discussions.

To begin, we had proclamations honoring Black History Month (Feb.) and Women's History Month (March). Next, the Mayor presented a Seaside High School student (Estrellitah "Star" Hernandez) and a Monterey High School student (Idil Aktan) with certificates of recognition for their very competitive Mooselodge scholarships they won. I always love seeing students!

Students are a hard act to follow, but our next presentation was given by Paul Sciuto, the General Manager for Monterey One Water (they process our wastewater and produce drinking water through Pure Water Monterey). Besides giving the public an update on their facility, it was also to inform us that an increase in rates will be coming soon. If you're interested in these topics, I would encourage you to go back to our council recording to view this presentation.

After passing the consent agenda, we got into the big topic of the evening, which was deciding on a development process for our former Ft. Ord parcel. I'm happy we took the time for this topic, spending almost 3 hours talking about how we wanted to move forward. We received lots of public comments, with most of them expressing their desire for us to move forward with a "request for proposals" which would give the city an opportunity to fine-tune our interests in what we'd like for the property, and then send that out nationally as an invitation for proposals from developers. It's a tricky parcel, but given the significant step for our city, I agreed that this process would get us started in the right direction by potentially attracting more developers and allowing our residents to get involved from the very beginning. Ultimately, Mayor Donaldson convinced Council Members Hallock and Burger to vote with him on a different process in which the city will reach out only to the developers who have already shown interest (a total of 4). With this effort, it sounds like we'll likely have two serious responses. Our development team (the city manager, city attorney, our economic development consultant, and our environmental planner) will choose a developer to present to the council from those responses. I realize this option was chosen because one of those developers had already done their homework on the parcel and was in attendance at the meeting. They also chose this option because it would be quicker and cheaper. Even though I did not vote for this option, I was happy to finally have our first conversation at the council level on development.

Our next item was an update on the former Garden Center parcel. Since we were running late, we didn't get many details covered, but we're essentially in a "stay tuned" status. I was happy to hear the city manager talk about wanting to take his time, host town hall meetings, and find something that will be financially sustainable for the city.

Lastly, we quickly passed the first reading for an ordinance that added a prohibition to metal detecting activity on city property in the former Ft. Ord (for safety reasons).

Thursday, February 26th- Monterey Peninsula College Education Center Status Announcement and Vision for the Marina Campus event- I was invited to this event both as an elected official and as an MPC faculty member, so I couldn't resist. Getting the official recognition as an Education Center for our Marina Campus was truly an accomplishment. Exciting things will be happening at that facility as it continues to be built out, becoming a hub for many career technical training classes. The Marina Education Center was where I taught my first health class 18 years ago, so I was happy to see how far it's come.

Wednesday, March 4th- ReGen Finance Committee Meeting- The big topic for today's meeting was the rate increase proposal for fiscal year 26-27. We're looking at a roughly 5% increase for solid waste and other waste materials, recycling, and commercial food scraps, and a 10% increase for clean wood and residential organics. This equates to a \$0.44 increase for residential services in DRO and a \$2.75 increase for commercial. This increase still keeps us well below the average rate for disposal when compared to other local landfills in Monterey County, Santa Cruz County, and San Jose. Several reasons for this increase include funding our CalPERS unfunded liability costs, the increasing cost of capital expenditures, higher cost of employment, regulatory mandates, and inflation. Another large consideration is working to close a future funding gap we'll experience when our largest outside waste contract ends in 2036. Slowly increasing our rates so that we're essentially self-sufficient at that time allows us to lessen the impact of that loss, while also building revenue that can help fund infrastructure maintenance and new projects that will provide us with a return on investment (landfill gas projects). It also allows us to negotiate favorable out-of-district contracts when we reduce our reliance on those contracts. Overall, it was a great discussion, which took 1.5 hrs to review, which helps the staff be well prepared when this conversation moves to the entire board later in the month.

Monday, March 9th- Monterey-Salinas Transit Administrative Performance Committee- In this meeting, we received the State and Federal Advocacy updates. In the State update, it was mentioned that we're looking for \$5 million for additional mitigation that's required for our SURF! Busway project. They also noted that with our tax returns, it's looking like the May revision of the budget will have a better outlook than originally proposed. For the Feds, budget proposals are being missed, and the Infrastructure bill will expire at the end of September. With that, MST is still seeking federal funding from our

representatives for trolleys (Panetta), double-decker buses (Schiff), and money for our new operation and maintenance location in Salinas (Lofgren).

Monday, March 9th- Monterey-Salinas Transit Board Meeting- Please see the MST board highlights in our agenda packet.

**Council Report from Councilmember John Uy
March 24, 2026 Meeting**

I. Council Report: Regular Meeting of the DRO City Council on February 24, 2025



Dear Del Rey Oaks Neighbors,

I would like to share a brief report with you following our City Council meeting on February 24, 2026. This meeting included moments of recognition and reflection, as well as important discussions about public safety, infrastructure, economic development, and the future of several City-owned properties. The agenda included proclamations for Black History Month and Women’s History Month, recognition of two outstanding local students, a regional water infrastructure presentation, routine financial and administrative matters, and three key new-business items involving former Fort Ord property and public safety.

We began the evening by recognizing Black History Month and Women’s History Month. These proclamations were meaningful reminders that the strength of our community comes from honoring the dignity, contributions, and stories of people whose leadership and sacrifices have helped shape our country and our local values. The proclamations emphasized equity, inclusion, justice, and mutual respect as essential parts of a healthy and thriving Del Rey Oaks.

We also had the privilege of recognizing two remarkable students, Estrellitah “Star” Hernandez of Seaside High School and Idil Aktan of Monterey High School, for being selected to attend the 2026 Moose International Youth Awareness Scholarship Program. According to the certificates in the packet, they were among only five students in California chosen for this opportunity. It was a proud moment not only for them and their families, but also for our broader community, because investing in young people is one of the most important ways we build a stronger future.

A major presentation that evening came from Monterey One Water, which provided an informational update on its capital projects, strategic priorities, and wastewater rate study. Their presentation highlighted the agency’s mission of providing safe and resilient water solutions, their current priorities of electrical reliability, biosolids management, and a treatment master plan, and the ongoing Pure Water Monterey expansion project, which includes an expanded facility size of 7.6 million gallons per day, supported in part by a \$21 million EPA WIFIA loan and \$42 million in grant funding. The presentation also outlined the upcoming public process for possible rate changes, including board discussion in March, mailed notice to parcel owners in April, and a public hearing and protest period in June. As someone who knows how essential reliable water service is to everyday life and public health, I felt it was important to center both long-term infrastructure needs and affordability for residents.

One of the most important policy discussions of the evening involved the City-owned former Fort Ord parcels (APN 031-191-026). Staff presented options for how the City should move forward in selecting a development partner for these parcels. The packet outlined three paths: coordinating with Monterey Peninsula Partners and IL Housing Solutions, conducting a targeted solicitation with interested Fort Ord-experienced developers, or issuing a new formal Request for Proposals (RFP). Staff noted that a broader RFP would take more time and more staff resources, but it could also produce stronger competition, stronger financial returns, and enhanced community benefits. The staff report also stated that future processing costs could be offset through developer-funded deposits or reimbursement structures. Based on the materials and the right way of doing this, my position was to support the more transparent and protective RFP option so the City can move forward in a way that is competitive, fair, and well-documented. I believe that is the right instinct. These parcels are important public assets, and the public deserves a process that protects taxpayers, reduces legal risk, and gives Del Rey Oaks the best chance at a thoughtful and beneficial outcome. However, the majority of the Council voted for the targeted solicitation with interested Fort Ord-experienced developers, outvoting us in favor of the RFP option.

Council also received a status update on the former Garden Center building in Work Memorial Park. The staff report indicated that this item was for a verbal update regarding the current status of the site, possible economic development opportunities and constraints, and interpretation of the deed restriction affecting the parcel. The packet also referenced a 2021 Economic & Planning Systems report analyzing reuse and development potential for City-owned properties. Based on your notes, your focus was appropriately on long-term use, realistic costs, funding opportunities, and how the site might eventually be activated again for meaningful community use without overburdening the General Fund. This is an important site, and I share the view that we should keep looking for a practical path that respects both community value and fiscal responsibility.

Another key item was the first reading of an ordinance to prohibit unauthorized metal detecting activity on City property that was formerly part of Fort Ord. Staff explained that although digging and excavation had long been regulated on former Fort Ord lands because of the risk of unexploded ordnance, metal detecting had not been expressly prohibited in the City code. The proposed ordinance would close that gap and make unauthorized metal detection unlawful in those districts, while still allowing such activity when specifically authorized for development, City projects, or state or federal remediation purposes. Staff also stated that the City consulted with the California Department of Toxic Substances Control, which found the proposed ordinance changes adequate. From a community standpoint, this is a prudent and safety-focused measure. Residents should be able to understand clearly where these rules apply and why they matter, but the central principle is straightforward: public safety must come first.

Overall, I came away from this meeting reflecting on how local government often asks us to hold several responsibilities at once: celebrating our shared values, recognizing our youth, maintaining strong public finances, planning responsibly for future development, and

protecting public safety. That balance matters. My goal remains to serve Del Rey Oaks with care, transparency, and a genuine commitment to what is best for our residents today and for the generations who will come after us.

Thank you, as always, for your trust, your engagement, and your love for our community.

II. Council Report: Regular Meeting of the Seaside County Sanitation District (SCSD) Board of Directors – March 10, 2026



Dear Del Rey Oaks neighbors,

I want to share a brief update from the Seaside County Sanitation District (SCSD) meeting held on March 10, 2026. The meeting agenda focused primarily on routine but important oversight items that help keep our regional wastewater system financially sound, legally supported, and operationally maintained.

The Board reviewed and accepted the District’s Fiscal Year ending June 30, 2025 Annual Financial Report. The audit reflected a clean opinion, meaning the District’s financial statements were found to be fairly presented. Financially, the District reported about \$20.7 million in net position, with approximately \$7.1 million in cash and investments, \$3.0 million in revenues, and \$2.1 million in expenses for the fiscal year. Net position increased by about \$906,000, which is a positive sign of the District’s continued financial stability.

The Board also received the February 2026 Operations Report, which is the District’s regular maintenance snapshot. According to the report, there were no mainline stoppages, no lateral stoppages, and no overflow/SSO locations reported in Del Rey Oaks, Sand City, or Seaside for the month of February. The report also showed continued sewer line cleaning and maintenance work across the District, which is the kind of behind-the-scenes work that helps prevent bigger and more expensive problems later.

In addition, the Board considered and approved an updated Professional Services Agreement with the Monterey County Counsel’s Office for legal services, with a not-to-exceed amount of \$10,000 per fiscal year. This updates the District’s older agreement and helps ensure the District continues to have legal support when needed.

Overall, this was a practical and steady meeting focused on the basics that matter: sound finances, system maintenance, and making sure the District has the professional support it needs to serve the public responsibly. While these items may not always make headlines, they

are essential to protecting public health, maintaining infrastructure, and ensuring reliable sewer service for our communities.

III. Council Report: AMBAG Board of Directors Meeting – March 11, 2026

I would like to share a brief update from the AMBAG Board of Directors meeting held on March 11, 2026. The meeting focused on several important regional matters involving transportation planning, sustainability, finance, and governance across Monterey, San Benito, and Santa Cruz Counties.



The Board reviewed AMBAG’s ongoing sustainability and energy initiatives. These included continued work on the Central California Rural Regional Energy Network, a major regional partnership supporting clean energy access and efficiency in underserved communities, as well as progress on the Monterey Bay Electric Vehicle Climate Adaptation and Resiliency Framework, which is helping the region plan for EV infrastructure that is more equitable and resilient to climate impacts.

On transportation, the Board considered Formal Amendment No. 10 to the Monterey Bay Metropolitan Transportation Improvement Program, which updates the region’s federally required transportation programming document. While technical in nature, this type of action is important because it helps keep regional transportation projects properly coordinated, eligible, and moving through the funding pipeline.

The Board also received information on the Draft FY 2026–27 Overall Work Program and Budget, a summary of public comments on the Draft 2050 Metropolitan Transportation Plan/Sustainable Communities Strategy, and an update on Regional Early Action Planning Grants 2.0. These discussions reflect AMBAG’s long-term role in helping shape how our region plans for transportation, housing, sustainability, and growth.

Overall, this was a thoughtful regional planning meeting centered on coordination, long-range investment, and making sure the Monterey Bay region remains financially responsible, environmentally forward-looking, and connected across jurisdictions. Regional agencies like AMBAG may work behind the scenes, but their decisions help influence the future of infrastructure, mobility, and sustainability for communities like Del Rey Oaks.



MST HIGHLIGHTS
Board of Directors Meeting
March 9, 2026

RECOGNIZED FEBRUARY EMPLOYEE OF THE MONTH

The MST Board adopted Resolution 2026-15 recognizing Fernando Manansala, Mechanic A as the March 2026 Employee of the Month for his outstanding contribution to MST and the entire community.

25 YEARS OF SERVICE

The MST Board recognized Coach Operator Jose Campos for 25 years of service and his outstanding dedication and contribution to MST and the community.

25 YEARS OF SERVICE

The MST Board recognized Utility Service Person Arther Culbertson for 25 years of service and his outstanding dedication and contribution to MST and the community.

AUTHORIZED PURCHASE OF VONTAS ONROUTE EQUIPMENT AND TRAINING

The MST Board authorized the General Manager/CEO to purchase Vontas OnRoute equipment and training for nine (9) fixed route cutaway buses in an amount not to exceed \$200,198.

AUTHORIZED CONSULTANT CONTRACT FOR DESIGNING FOR TRANSIT GUIDELINES AND ADA ANALYSIS PROJECT

The MST Board authorized the General Manager/CEO or their designee to enter into a contract with Kimley-Horn and Associates, Inc. for the Designing for Transit Guidelines and ADA Analysis Project in amount not to exceed \$308,946.

AUTHORIZED CONSULTANT CONTRACT FOR COASTAL ACCESS BICYCLE AND PEDESTRIAN IMPROVEMENTS PROJECT

The MST Board authorized the General Manager/CEO or their designee to enter into a contract with Kimley-Horn and Associates, Inc. for the Coastal Access Bicycle and Pedestrian Improvements Project in amount not to exceed \$382,041.

AUTHORIZED DISPOSITION OF 32 MST-OWNED VEHICLES

The MST Board authorized the disposal of thirty-two (32) MST-owned vehicles as surplus property and directed staff to dispose the vehicles using the most economical method available.

APPROVED MOBILITY ADVISORY COMMITTEE MEMBER REAPPOINTMENTS

The MST Board reappointed Jennifer Ramirez and Bobby Merrit each to new 3-year terms.

RECEIVED 2026 MEASURE Q POLLING RESULTS

The MST Board received a presentation on the 2026 Measure Q Polling results.

RECEIVED PROJECT UPDATES ON SURF! CONSTRUCTION

The MST Board received project updates on SURF! Construction per CEQA Exemption adopted for the project which requires the lead agency to conduct at least two noticed public meetings annually during project construction for the public to provide public comments.

AUTHORIZED SUN STREET PROPERTY PURCHASE

The MST Board authorized the General Manager/CEO or their designee to execute a Purchase and Sale Agreement with Salinas Valley Solid Waste Authority (SVSWA) for the purchase of real property located at 139 Sun Street consisting of two (2) parcels (approximately 6.82 acres) for a negotiated amount of \$5.975 million.

NEXT MST BOARD MEETING

The next regular MST Board meeting is scheduled for April 6, 2026.



SPECIAL MEETING
OF THE
BOARD OF TRUSTEES
926 East Blanco Road
Salinas, CA. 93901

Item A.

MARCH 4th, 2026

~AGENDA~

1:00– 3:00 PM

926 East Blanco Road

Salinas, CA 93901

(831) 422-6438 p

Office Hours:
Monday – Friday
8 a.m. – 4:30 p.m.

We strive to host inclusive, accessible meetings that enable all individuals, including individuals with disabilities, to engage fully. To request an accommodation or for inquiries about accessibility, please contact the District.

A. CALL TO ORDER:

B. ROLL CALL – ESTABLISHMENT OF QUORUM:

C. PUBLIC INPUT: (Limited to 3 minutes)

The consent calendar includes routine items than can be approved with a single motion and vote. A member of the Board of Trustees may request that any item be pulled from the Consent Calendar for separate consideration

D. LIVE WEBINAR: SB 827 FISCAL & FINANCIAL TRAINING:

A comprehensive overview of the new mandates under Senate Bill 827, which require local agency officials to complete fiscal and financial training. Topics include municipal budgeting, financial reporting, capital financing, debt management, and ethical stewardship of public resources. For officials commencing service on or after January 1, 2026, this training must be completed by no later than six months from the first day of service with the local agency. Every local agency official in a local agency's service as of January 1, 2026, and commenced that service prior to January 1, 2026, must receive this training before January 1, 2028.

E. TRUSTEE COMMENTS:

Adjournment to: March 10th, 2026

Jeff Cecilio
Board Chair
County at Large

Don Cranford
Vice Chair
County at Large

Jennifer McAdams
City of Marina

Ian Oglesby
Trustee
City of Seaside

Ray Coopersmith
Trustee
County at Large

Mary Ann Carbone
Trustee
City of Sand City

Louise Goetzelt
Trustee
City of Del Rey Oaks

Jim Tashiro
Trustee
City of Salinas

Jeff Glass
Trustee
City of Monterey



885th REGULAR MEETING

Item A.

OF THE
BOARD OF TRUSTEES
926 East Blanco Road
Salinas, CA. 93901

March 10th, 2026

~AGENDA~

12:00 P.M. Noon

926 East Blanco Road

Salinas, CA 93901

(831) 422-6438 p

Office Hours:
Monday – Friday
8 a.m. – 4:30 p.m.

We strive to host inclusive, accessible meetings that enable all individuals, including individuals with disabilities, to engage fully. To request an accommodation or for inquiries about accessibility, please contact the District.

A. CALL TO ORDER, PLEDGE OF ALLIGENCE

B. AGENDA MANAGEMENT:

C. ROLL CALL – ESTABLISHMENT OF QUORUM:

D. PUBLIC INPUT: (Limited to 3 minutes)

The consent calendar includes routine items than can be approved with a single motion and vote. A member of the Board of Trustees may request that any item be pulled from the Consent Calendar for separate consideration

E. CONSENT CALENDAR:

- A. APPROVAL OF THE MINUTES:
- B. PAYROLL WARRANTS: February 2026 \$83,031.21
- C. COMMERICAL WARRANTS: February 2026 \$40,148.61
- D. UMPQUA BANK: February 2026 \$12,492.08
- E. BALANCE SHEET: February 2026
- F. SCHEDULE OF EXPENDITURES: February 2026

F. BUSINESS ITEMS:

- A. Discussion and Possible Action: Appointment of an Ad Hoc Budget Committee for FY 2026–2027 Budget Development
- B. Annual Compliance Reminder: Ethics Training, Sexual Harassment Prevention Training, and Form 700 Filings
- C. Discussion and Possible Action: Designation of Authorized Signatories for Comerica Bank Accounts

G. MONTHLY ADMINISTRATIVE REPORT: Ken Klemme, District Manager

H. TRUSTEE COMMENTS:

Jeff Cecilio
Board Chair
County at Large

Don Cranford
Vice Chair
County at Large

Jenny McAdams
City of Marina

Ian Oglesby
Trustee
City of Seaside

Ray Coopersmith
Trustee
County at Large

Mary Ann Carbone
Trustee
City of Sand City

Louise Goetzelt
Trustee
City of Del Rey Oaks

Jim Tashiro
Trustee
City of Salinas

Jeff Glass
Trustee
City of Monterey

Adjournment to: April 14th, 2026

**DRAFT MINUTES OF THE 884rd REGULAR
MEETING OF THE BOARD OF TRUSTEES OF THE
MONTEREY COUNTY MOSQUITO ABATEMENT DISTRICT
February 10th, 2026**

A meeting of the Board of Trustees of the Monterey County Mosquito Abatement District was held on February 10th, 2026, at the District Office in Salinas, California.

MEMBERS PRESENT:

Jeff Cecilio, Chair, County of Monterey
Don Cranford, Vice Chair, County of Monterey
Ian Oglesby, City of Seaside
Ray Coopersmith, County of Monterey
Jeff Glass, City of Monterey
Louise Goetzelt, City of Del Rey Oaks
Jim Tashiro, City of Salinas

STAFF PRESENT:

Ken Klemme, District Manager
Kelli Gutierrez, Administrative Assistant

Guests Present

Mary Ann Leffel
Jonathan Ahmadi
Bill Lipe

ABSENT:

Mary Ann Carbone, City of Sand City
Jenny McAdams, City of Marina

1. CALL TO ORDER:

Board Chair Jeff Cecilio called the 884th Regular Meeting to order at 12:00PM

2. AGENDA MANAGEMENT:

Trustee Oglesby made a motion to add two additional speakers to Business item C, **Trustee Goetzelt** seconded; the motion was pass unaimousley

3. ROLL CALL:

Administrative Assistant Kelli Gutierrez called roll; it was determined that a quorum was present

4. PUBLIC COMMENTS: NONE**5. CONSENT CALENDAR:**

- A. APPROVAL OF THE MINUTES: January 2026
- B. PAYROLL WARRANTS: January 2026 \$82,372.24
- C. COMMERCIAL WARRANTS: January 2026 \$65,423.00

- D. UMPQUA BANK: January 2026 \$6,806.47
- E. BALANCE SHEET: January 2026
- F. SCHEDULE OF EXPENDITURES: January 2026

With no further inquiries, **Trustee Tashiro moved to approve the consent calendar with corrections, Trustee Goetzelt seconded; the motion was passed unanimously.**

6. **BUSINESS ITEMS:**

A. Trustee Amadeo Farewell

The Board recognized the service of Trustee Amadeo, who served on the Board since 2011. Although she was unable to attend the meeting, members expressed their appreciation for her many years of service and wished her well in the future.

B. Bill Lipe Letter to the Board

The letter included in the packet was not read aloud because Bill Lipe was present and addressed the Board directly.

C. LAFCO Elections for Special District Seat

Mary Ann Leffel, Jonathan Ahmadi, and Bill Lipe gave campaign speeches for the LAFCO election for the Special District seat.

Following discussion, **Trustee Cranford moved to elect Mary Ann Leffel to the LAFCO Special District seat. Trustee Tashiro seconded;** the motion was passed unanimously.

D. SB 827 Fiscal & Financial Training – Webinar

Manager Klemme shared details regarding the upcoming webinar scheduled for March 4 from 1:00 to 3:00 p.m. Administrative Assistant Kelli and Manager Klemme will host the webinar at the District office and invited trustees to attend if available. Trustee Tashiro and Trustee Cranford indicated they will attend at the District office.

7. **MVCAC CONFERENCE REPORT:**

Trustees Goetzelt, Oglesby, Glass, and Coopersmith provided brief reports from the annual MVCAC Conference held in Palm Springs.

8. **MONTHLY ADMINISTRATIVE REPORT: Ken Klemme, District Manager**

District Manger gave updates about the field

9. **TRUSTEE COMMENTS:**

None

10. **ADJOURNMENT:**

With no further inquiries, Board Chair Cecilio adjourned the meeting at 12:33 PM.

Jeff Cecilio, Board Chair

ATTEST:

Don Cranford, Vice Chair

**DRAFT MINUTES OF THE SPECIAL
MEETING OF THE BOARD OF TRUSTEES OF THE
MONTEREY COUNTY MOSQUITO ABATEMENT DISTRICT
March 4th, 2026**

A meeting of the Board of Trustees of the Monterey County Mosquito Abatement District was held on March 4th, 2026, at the District Office in Salinas, California.

MEMBERS PRESENT:

Jeff Cecilio, Chair, County of Monterey
Don Cranford, Vice Chair, County of Monterey
Mary Ann Carbone, City of Sand City
Ray Coopersmith, County of Monterey
Jeff Glass, City of Monterey
Jim Tashiro, City of Salinas
Mary Ann Carbone, City of Sand City

Guests Present

STAFF PRESENT:

Ken Klemme, District Manager
Kelli Gutierrez, Administrative Assistant
Philip Maschmeyer, Technician Supervisor
Silvestre Onofre-Zamudio, Technician
Raul Vazquez, Technician

ABSENT:

Louise Goetzelt, City of Del Rey Oaks
Ian Oglesby, City of Seaside
Jenny McAdams, City of Marina

1. CALL TO ORDER:

Board Chair Jeff Cecilio called the Special Meeting to order at 12:00PM

2. AGENDA MANAGEMENT: NONE

3. ROLL CALL:

Administrative Assistant Kelli Gutierrez called roll; it was determined that a quorum was present

4. PUBLIC COMMENTS: NONE

5. LIVE WEBINAR: SB 827 FISCAL & FINANCIAL TRAINING

Trustees and employees did the 2 hour requirement of SB 827

9. **TRUSTEE COMMENTS:**

None

10. **ADJOURNMENT:**

With no further inquiries, Board Chair Cecilio adjourned the meeting at 3:01 PM.

Jeff Cecilio, Board Chair

ATTEST:

Don Cranford, Vice Chair