



CITY OF DEL REY OAKS

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

REGULAR MEETING OF THE CITY COUNCIL AGENDA OF THE CITY OF DEL REY OAKS CITY COUNCIL TUESDAY, AUGUST 22, 2023 AT 6:00 PM

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

PLEASE NOTE THIS WILL BE LIVE STREAMED FOR VIEWING ONLY
YOU WILL NOT BE ABLE TO MAKE PUBLIC COMMENTS ON ZOOM

Join Zoom Meeting

<https://us02web.zoom.us/j/81249630308>

- 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.** [A.](#) Honoring Long Time Residents Tony and Joann Ferrante
- 5. PRESENTATION:**
 - A.** Swearing in Ceremony of Police Officer Justin Tang
- 6. CONSENT AGENDA:**
 - A. MINUTES: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)**
 - 1.** [1.](#) June 27, 2023, Regular City council Meeting Minutes
June 14, 2023, Regular Planning Commission Meeting Minutes

July 12, 2023, Regular Planning Commission Meeting Minutes
August 9, 2023, DRAFT Regular Planning Commission Meeting Minutes

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

- 1.** Financials, June 2023 and July 2023
- 2.** Police and Fire Department Response Reports, June 2023 and July 2023

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

- 1.** Approval of an Updated City Clerk Job Description and Adoption of Resolution 202-14 to Amend City's Position Control List
- 2.** Approve Agreement Amendment with Regional Government Services for Finance, Human Resources Management and Administrative Services
- 3.** Adopt Resolution 2023-16 Approving Changes to the Del Rey Oaks Personnel Manual Regarding Overtime

8. OLD BUSINESS:

- A.** Housing Element Update by Denise Duffy and Associates

9. NEW BUSINESS:

- A.** First Reading of an Ordinance to Amend Del Rey Oaks Municipal Code Sections 5.24.020, 5.24.030 and 5.24.040 pertaining to Short-Term Rentals
- B.** Adopt Resolution 2023-15 to Accept Transfer of Parcel E29-1 (former Fort Ord) from City of Seaside to City of Del Rey Oaks

10. STAFF REPORTS:

- A.** City Manager Report
Council Reports

11. CORRESPONDENCE:

- A.** TAMC Highlights
MST Highlights
Mosquito Abatement District

12. Closed Session: As permitted by Government Code Section 54956 et. seq. the Council may adjourn to a Closed Session to consider specific matters dealing with certain litigation, personnel, or labor/real property negotiations.

A. Public Comment on Closed Session Items: Anyone wishing to address the City Council on an item to be discussed in closed session may do so now. 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 public comment period.

B. Closed Session Items:

1. Liability Claim Pursuant to Government Code § 54961

Claimant: Cari McCormick, Class Representative Agency claimed against:
City of Del Rey Oaks et. al. Significant exposure to litigation pursuant to § 54956.9(b):
One Matter. June 28, 2023 Letter from Aiman-Smith & Marcy, on behalf of Cari McCormick to City of Del Rey Oaks Insurance Carrier

2. Public Employee Performance Evaluation (Gov't § 54957) City Manager

13. NEXT MEETING DATE:

A. Tuesday, September 26, 2023, at 6:00pm

14. 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 Long Time Residents Tony and Joann Ferrante

WHEREAS, Tony and Joann Ferrante were married at San Carlos Church in Monterey, California on November 22, 1953, and are now celebrating their 70th Wedding Anniversary; and

WHEREAS, Mr. and Mrs. Ferrante are the proud parents to Debbie and Kenny, grandparents to Elizabeth and Jenny, and great grandparents to Mariah, Tanner, and Maximilian; and

WHEREAS, in addition to providing for their family a legacy of wit, wisdom and love, Tony and Joann are dedicated volunteers for the Monterey Italian Catholic Federation (ICF) and other organizations close to their hearts; and

WHEREAS, their life together has been one of service to family, friends, and community, and we are pleased to join with their many good friends and relatives in extending our best wishes on this happy occasion.

IN WITNESS WHEREOF, the City of Del Rey Oaks extends to Mr. and Mrs. Ferrante and their family, on behalf of our community, our sincere congratulations on this 70th Anniversary and our best wishes for many years of health and happiness in the years ahead.

Scott Donaldson, Mayor

City of Del Rey Oaks

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



Action Minutes

Wednesday, June 14, 2023 - 6:00 PM

Planning Commission – Regular Meeting

Del Rey Oaks Planning Commission

Mike Hayworth – Chair

Denise Wood – Vice Chair

George Jaksha – Commissioner

Gary Kreeger – Commissioner

Ann Ahmadi - Commissioner

Mike Burger – Commissioner

Louise Goetzelt - Commissioner

6:00 PM – Called to Order:

The meeting was called to order by Chair Hayworth.

Roll Call:

Absent: Commissioner Jaksha

Present: Chair Hayworth, Commissioner Burger, Commissioner Wood, Commissioner Kreeger, Commissioner Goetzelt, Commissioner Ahmadi

Staff Present:

Deputy City Clerk Minami and Administrative Assistant Fitz

Pledge of Allegiance:

Chair Hayworth led the Pledge of Allegiance.

Consent Agenda:

A. Adopt May 10, 2023, Planning Commission Meeting Minutes
Minutes were approved unanimously.

Public Comment:

Open for General Public Comment; No public comment was made.

Reports:

Building Activity Report May 2023; The Building Activity Report was accepted unanimously.

Old Business: None

New Business:

| | |
|-----------------------------|--|
| Applicant’s Name: | Jack Paquin |
| Owner’s Name: | Brandon & Byanca Reed |
| File Number: | VAR 22-03 |
| Site Location: | 33 Carlton Drive |
| Planning Area: | APN #012-501-053 |
| CEQA Determination: | Categorically Exempt pursuant to Guidelines § 15061(c) and 15301 |
| Project Description: | Requesting a Variance to place an approved ADU on property, that will cross the front boundary of the lot. |
| Recommended Action: | Analyze provided material, make appropriate findings, impose conditions as appropriate, and give direction to staff. |

Brandon, homeowner: Explains project.

Commissioner Kreeger: How far is the lot line from street?

Brandon: 10-12 feet, higher elsewhere along grade.

Commissioner Ahmadi: Reviewed previous submission, applicant did their homework, good job, any response to letters?

Brandon: No responses received except closest neighbors, who are present. Revised and re-submitted plans addressing their concerns with view lines.

Commissioner Ahmadi: How much beyond setback?

Brandon: Small setback issue remains.

Commissioner Ahmadi: 6th cycle housing element is underway, ADUs are welcome, this one will be very visible from the North, very prominent. Could promote ADUs if it looks good and matches the home. Many unusually shaped lots in DRO.

Brandon: Design will match color and style of house, will make sure it meets expectations, motivated.

Commissioner Wood: Will front door face the street?

Brandon: Yes, front door and steps will face the street, fence and shrubbery will be removed.

Commissioner Goetzelt: The unique shape is challenging, some of the netting covers the driveway.

Brandon: Pulling up pavers, not affecting the ability to park all cars on driveway.

Commissioner Goetzelt: FORTAG will alter Carlton, walk/bikeway will be on their side of street.

Brandon: Aware and welcoming trail.

Chair Hayworth: Orientation will put steps four feet into easement.

Brandon: Also did so previously.

Byanca Reed: Steps can be put on the end of the front porch instead.

Chair Hayworth: Will the shed be removed?

Brandon: Yes.

Chair Hayworth: How far into the setback is the project, setback drawing is insufficient.

Brandon: Line progresses along slope.

Commissioner Wood: Was turning it 90 degrees considered? That would allow more space between dwellings.

Brandon: Then it would be against the fence.

Public Comment:

Frank Campo: Lives behind subject property, moving ADU forward has less impact on view. Setback/parking strip – intent is achieved. Rather have a play area.

Karen Campo: Prefers front orientation, keeps view of trees.

Public Comment closes.

Commissioner Kreeger: Shed being replaced. Neighbors are satisfied with the changes, ADUs are welcome here. Win/win with no blocking of stop sign, will look better than the shed, takes full advantage of the trapezoid shape of lot.

Commissioner Ahmadi: Agrees with Commissioner Kreeger, confident it will be attractive, should & promote ADUs.

Commissioner Wood: Thanks applicant for working with their neighbor, maybe move stairs to driveway.

Commissioner Goetzelt: Understands need for playspace and mother-in-law needs. ADU is cute. Move steps towards driveway.

Chair Hayworth: First house you see, dangerous precedent to place so deep in setback, appreciates the work and neighbors' approval. Without knowing exactly how far in the setback it is, difficult to decide.

Commissioner Kreeger: Variances are considered case by case. They've considered the impact on their neighbors and the trail. Won't set a precedent, unique line.

Commissioner Ahmadi: It's 14 to 16 feet inside.

Chair Hayworth: Setback is a dangerous precedent.

Deputy City Clerk Minami: To approve the variance applicant must meet all 3 findings.

Commissioner Kreeger: If approved, Planning Commission provides justifications.

A motion was made to approve VAR 22-03 by **Commissioner Kreeger and seconded by Commissioner Goetzelt** with steps on the side of the porch.

PASSES 4-1 (Chair Hayworth – NAY)

Chair Hayworth: There is a 25-day appeal period.

Announcements / Comments by Planning Commissioners:

Commissioner Kreeger: Requests the next Denise Duffy report before the agenda goes out for the July meeting. Discuss ordinance banning leaf blowers.

Commissioner Ahmadi: Regarding the 6th Cycle Housing Element, does the commission make an official statement about that report? Have there been more comments? Are there specific steps for staff to take?

City Clerk Minami: This subject will be on every agenda.

Commissioner Goetzelt: Today is Flag Day, the Army's birthday and Women's Veterans Day.

Next Meeting Date:

Wednesday, July 12, 2023

Adjournment:

6:40 PM

Attest:

Date:

City of Del Rey Oaks

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



Action Minutes

Tuesday June 27, 2023 - 6:00 PM

City Council – Regular Meeting

Del Rey Oaks City Council

Scott Donaldson – Mayor

Kim Shirley – Vice Mayor

Jeremy Hallock – Councilmember

John Uy – Councilmember

Bill Ragsdale-Cronin - Councilmember

6:00 PM – Called to Order:

The meeting was called to order by Mayor Donaldson.

Roll Call:

Present: Mayor Donaldson, Councilmember Shirley, Councilmember Hallock and Councilmember Ragsdale-Cronin

Absent: Councilmember Uy

Also Present: City Manager Guertin, Chief Bourquin, City Attorney Lorca, Deputy City Clerk Minami and Administrative Assistant Fitz

Pledge of Allegiance:

Mayor Donaldson led the Pledge of Allegiance

Public Comment: None

PUBLIC COMMENT IS CLOSED

PRESENTATIONS:

- A. California American Water Company – Del Rey Oaks Police Department Appreciation
- B. Monterey One Water – Future Wastewater Collection Fee Strategy

CONSENT AGENDA: *Action Items*

- A. **MINUTES: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)**
 - 1. May 23, 2023 Regular City Council Meeting Minutes
 - 2. May 10, 2023 Regular Planning Committee Meeting Minutes
- B. **MONTHLY REPORTS: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)**
 - 1. Financials, May 2023 - May 2022
 - 2. Fire Department Response Report, May 2023
 - 3. Police Activity Report, May 2023

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

1. Authorize Mayor to Sign Letter Supporting Transportation Agency of Monterey County Application for Safe Streets 4 All Grant Funding for the Monterey County Regional Vision Zero Action Plan
2. Approval of Revised 2023 Regional Agencies Boards & Committees Representatives Appointment List to add Council Member Ragsdale-Cronin to the Monterey Regional Water Management District Technical Advisory Committee
3. Adopt Resolution 2023-08 to Add Mayor Donaldson on City's Local Agency Investment Fund Account
4. Ratify City Manager Authorization of Emergency Repair Work by Monterey Peninsula Engineering and GPS Solutions (Safeway Parking Lot Storm Drain Repair)
5. Ratify Approval of Contract with J.A. Fencing for Installation of Fencing Around the Basketball Court
6. Approval of Contract between Veritone and the Police Department for the use of the Veritone Contact Application
7. Adopt Resolution No. 2023-13, Amending the Memorandum of Understanding (MOU) Regarding Cooperative Assistance to Comply with Senate Bill 1383, Food Waste Reduction and Organics Recycling Regulations, Incorporating Changes in the Annual Cost of Program Activities
8. Approval of Resolution 2023-09 to Accept Transfer of Parcel L29A.1 (former Fort Ord) from City of Seaside to Del Rey Oaks

Council Member Shirley: Pulled items C2 and C3.

Discussion regarding items C2 and C3.

Council Member Shirley: Why isn't the Vice Mayor listed on the LAIF resolution?

City Manager Guertin: Just an oversight, will change it and come back next month.

Public Comment: None

Public Comment was closed.

A motion was made by **Council Member Hallock**, seconded by **Council Member Ragsdale-Cronin** to approve the consent agenda item with the changes to item C.2. and deletion of C.3.

Motion passes unanimously 4-0

Council Member Uy - absent

OLD BUSINESS: There was none to consider.

NEW BUSINESS:

- A. Nomination and Appointment of three Planning Commissioners for the term of June 2023-June 2027

The following applicants had three minutes to speak about their qualifications and to answer one question from each of the City Council Members, in the order that was pulled out of a hat by Deputy City Clerk Minami

Celine Pinet
Mike Burger
Louise Goetzelt
Denise Wood

The tally sheets are handed out to each City Council to cast votes.

Deputy City Clerk Minami read the results to the group and announces the top three candidates are as follows:

Celine Pinet
Louise Goetzelt
Denise Wood

Public comment was received by George Jaksha

Public comment was closed

- B. Approval of Resolution 2023-11 Establishing Appropriations Limit for FY 2023-24
- C. Approval of Resolution 2023-10 Updating City Investment Policy
- D. Approval of Resolution 2023-12 Budget for Fiscal Year 2023-24

City Manager Guertin presented item 9.B., C. and D, shows slide show with information regarding all of the budget documents that include pie charts that he explains in detail. The new budget will include a 5% COLA for staff, which is line with other jurisdictions.

Public comment was received by Anne Auburn

Public comment was closed

A motion was made by **Council Member Shirley**, seconded by **Council Member Ragsdale-Cronin** to approve item 9.B. Resolution 2023-11 Establishing Appropriations Limit for FY 2023-23, item 9.C. Resolution 2023-10 Updating City Investment Policy and 9.D. Resolution 2023-12 Budget for Fiscal Year 2023-24 as presented.

Motion passed unanimously 4-0

Council Member Uy-absent

- E. Resolution 2023-09 Affirming the Accuracy of GreenWaste Recovery Rate Adjustment, per the Franchise Agreement for FY 2023-24 by 2.90%

City Manager Guertin presented this item and explains the rate adjustment.

Public comment was received by Louise Goetzelt

Public comment was closed

A motion was made by **Council Member Hallock**, seconded by **Council Member Ragsdale-Cronin** to approve item 9.E. Resolution 2023-09 Affirming the Accuracy of GreenWaste Recovery Rate Adjustment, per the Franchise Agreement for FY 2023-24 by 2.90%, as presented.

Motion passed unanimously 4-0

Council Member Uy-absent

City Manager Report: City Manager Guertin reviewed the city activities that included Via Verde road work, housing element, HCD tour, and public works.

Public Comment: None

Closed Session Items:

CLOSED SESSION: As permitted by Government Code Section 54956 et. seq. the Council may adjourn to a Closed Session to consider specific matters dealing with certain litigation, personnel, or labor/real property negotiations.

A. Public Comment on Closed Session Items: Anyone wishing to address the City Council on an item to be discussed in closed session may do so now. 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 public comment period.

None

B. Closed Session Items:

1. Conference with Real Property Negotiations (§ 54956.8)

City Attorney Lorca: No reportable action taken.

NEXT MEETING DATE: Tuesday, August 22, 2023 at 6:00pm

ADJOURNMENT: 8:55pm

Attest:

Date:

City of Del Rey Oaks

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



Action Minutes

Wednesday, July 12, 2023 - 6:00 PM

Planning Commission – Regular Meeting

Del Rey Oaks Planning Commission

Mike Hayworth – Chair

Denise Wood – Vice Mayor

George Jaksha – Commissioner

Gary Kreeger – Commissioner

Louise Goetzelt - Commissioner

6:00 PM – Called to Order:

The meeting was called to order by Chair Hayworth.

Roll Call:

Absent: Commissioner Kreeger and Vice Chair Wood

Present: Chair Hayworth, Commissioner Jaksha, Commissioner Amadi, and Commissioner Goetzelt

Staff Present:

City Manager Guertin, Deputy City Clerk Minami and Planner Denise Duffy

Pledge of Allegiance:

Chair Hayworth led the Pledge of Allegiance.

Consent Agenda:**A. Adopt June 14, 2023, Planning Commission Meeting Minutes**

Minutes were approved unanimously, with mentioned changes.

Public Comment:

Open for General Public Comment; No public comment was made.

Reports:

Building Activity Report June 2023; The Building Activity Report was accepted unanimously.

Old Business: None**New Business:**

- A. The Planning Commission received an update on the Housing Element including comments received during the public review Draft Housing Element for 6th Cycle.

Denise Duffy gave the presentation and shared her screen with information regarding the schedule and took questions and concerns from Planning Commissioners.

Public Comment:

Kim Shirley asked Denise Duffy about the state density ordinance, square feet of homes and development.
Commissioner Goetzelt: AMBAG has numbers.

Announcements:

Commissioner Jaksha: Safety concerns for children playing in neighborhoods with more ADU's, less parking. July 29th is the City Wide garage sale.

Next Meeting Date:

August 9, 2023

Adjournment:

6:55 pm

Attest:

Date:

City of Del Rey Oaks

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



Action Minutes

Wednesday, August 9, 2023 - 6:00 PM

**Planning Commission – Regular Meeting
Del Rey Oaks Planning Commission**

**Mike Hayworth – Chair
Denise Wood – Vice Chair
George Jaksha – Commissioner
Gary Kreeger – Commissioner
Louise Goetzelt - Commissioner
Ann Ahmadi – Commissioner
Celine Pinet - Commissioner**

6:00PM – Called to Order:

The meeting was called to order by Chair Hayworth.

Roll Call:

Present: Chair Hayworth, Commissioner Jaksha, Commissioner Amadi, and Commissioner Goetzelt, Commissioner Kreeger, Commissioner Pinet, Vice Chair Wood.

Staff Present:

City Manager Guertin, Deputy City Clerk Minami and Administrative Assistant Fitz

Pledge of Allegiance:

Chair Hayworth led the Pledge of Allegiance.

Consent Agenda:

A. Adopt July 12, 2023, Planning Commission Meeting Minutes

A motion to approve was made by Commissioner Jaksha and seconded by Commissioner Goetzelt. Minutes were approved 6-0 Celine Pinet abstained (she wasn't present at the last meeting).

Public Comment:

Kristin Clark reports on completed Community Garage Sale and the upcoming DROCAG events.

Reports:

Building Activity Report July 2023; The Building Activity Report was accepted unanimously.

Swearing in of New and Returning Commissioners

Deputy City Clerk Minami swore in returning members Louise Goetzelt, Denise Wood and new member Celine Pinet

Old Business:

None

New Business:

- A. **Applicant's Name:** Arturo Cardenas
- Owner's Name:** Debbie Blakesly and Nina Munoz
- File Number:** ARC #23-02
- Site Location:** 7 Voe Place
- Planning Area:** APN# 012-501-039
- Project Description:** Requesting Architectural Review to add a 300 square foot garage to the front of the single-family dwelling by converting the existing garage to storage.
- Recommended Action:** Analyze provided material, make appropriate findings, impose conditions as appropriate, and give direction to staff.

Discussion regarding setbacks, floor area ratio and plans not to scale.

A motion was made to approve ARC 23-02 by Commissioner Kreeger and seconded by Commissioner Jaksha with the following conditions: staff to verify setbacks and floor area ratio and only accept plans that are to scale.

PASSES unanimously 7-0

- B. **Consider recommending the City Council adopt an ordinance amending Del Rey Oaks Municipal Code Sections 5.24.020, 5.24.030 and 5.24.040 pertaining to Short-Term Rentals (STR).**

City Manager Guertin: Presents and shows a power point to give an overview of the current number of Short-Term Rentals with a breakdown of uses compared to city housing inventory.

Discussion among Commission regarding percentage of whole home STR's, rules, violations/complaints, fees/TOT, density issues, waiting list issues, possibility of utilizing a vendor to manage STR's, and requiring the host to place an informational binder for guest reference.

Public Comment:

Short Term Rental host Sean McDonald and Short-Term Rental applicant John Hagio spoke in favor of the changes and thanked staff.

A motion was made to recommend the following changes to the Del Rey Oaks Muni Code Sections 5.24.020, 5.24.030 and 5.24.040 pertaining to Short Term Rentals be considered by the City Council: Cap whole home (unhosted) at 3 % of city available homes, vehicle limit and amplified sound rules by Commissioner Goetzelt and seconded by Commissioner Kreeger

PASSES unanimously 7-0

Announcements:

Commissioner Kreeger: Attended MBEP Summit with Council member Shirley. He then shared a written report with the Commissioners.

Commissioner Goetzelt: When visiting Germany she saw housing under construction using 3D printed forms and other alternative methods.

Commissioner Ahmadi: Attended an Open House in Monterey and there are 50 sites they are planning to build housing on. They are putting more on 100 acres than DRO is planning on 300 acres available for development.

Commissioner Wood: Helping to plan a movie night at the park.

Commissioner Jaksha: The garage sale had over 100 participants, he is grateful to the DROPD for handling some minor issues during the event.

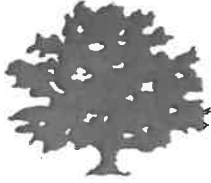
Next Meeting Date: Wednesday, September 13, 2023 at 6pm

Adjournment:

7:29 pm

Attest:

Date:



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: August 22, 2023

TO: Honorable Mayor and Members of the City Council

FROM: John Guertin, City Manager

SUBJECT: Receive June 2023 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

Receive preliminary financial reports for the month of June 2023.

Background

The City Council routinely receives financial reports for the previous month. Since there was no meeting in July, we are now transmitting the June Preliminary Financial Report.

Summary & Discussion

Attached are the June 2023 preliminary financial reports. June numbers are preliminary because the City is still paying bills for last fiscal year. Once all bills are received and paid, we will have an accurate amount for the expenditures. The revenues will also be adjusted due to accruals. These are some revenues received in July and August that belong to last fiscal year. At the end of August, the June 2023 revenue accruals will be recorded. Then we will have an accurate picture of fiscal year 2022-23. At that point we will present a final 2022-2023 financial report that will be audited.

Follow is a quick summary of the attached preliminary reports:

- June 2023 Cash Balances – The report shows where the City's funds are invested. The City continue to have a healthy cash balance \$13,291,093, of which \$4,634,121 are unrestricted.
- June 2023 Checks Issued Register – This is a listing of all the payments issued for the month.
- June 2023 General Fund Summary – This is a one-page summary of the General Fund, the City's main operating fund. For the month of June, the General Fund shows revenue of \$322,788 and year-to-date revenue of \$4,636,594. At 100% of the year (12 months) the City's revenues are slightly higher at 104.45% and expenditures are slightly lower at 94.59%. This will change as more invoices for FY 2022-23 are received and revenue accruals are recorded.
- June 2023 YTD Budget v. Actual Detail – This report shows the line-item detail for all revenues and expenditures by fund and department.

Fiscal Impacts

None. This is informational only.

Recommendation

Staff recommends receiving the reports.

ATTACHMENTS:

- June 2023 Cash Balances
- June 2023 Checks Issued Register
- June 2023 General Fund Summary
- June 2023 YTD Budget v. Actual Detail

Respectfully Submitted,

John Guertin
City Manager

**City of Del Rey Oaks
Summary of Cash & Investments
As of 06/30/2023**

Accounts

Unrestricted

| | | |
|------------------------------------|---------------------|--------|
| General Checking | \$ 815,613.21 | |
| Local Agency Investment Fund | | |
| Reserve for Economic Uncertainties | 1,652,182.00 | 3.167% |
| Unappropriated Funds | 2,166,325.73 | 3.167% |
| Total Unrestricted | <u>4,634,120.94</u> | |

Restricted

| | | |
|---|---------------------|-----------|
| PARS | 322,928.03 | |
| Dev - Monterey Peninsula Partner | 9,062.62 | 0% |
| Fidelity Title Escrow Acct - GJM/SBR Intersection | 1,056,168.00 | 0% |
| Fidelity Title Escrow Acct - SBR Construction | 7,268,813.00 | <u>0%</u> |
| Total Restricted | <u>8,656,971.65</u> | |

Total Cash and Investments

\$ 13,291,092.59

City of Del Rey Oaks
Check/Voucher Register
From 06/01/2023 Through 06/30/2023

| Check Number | Payee | Transaction Description | Check Amount |
|--------------|---------------------------------|---|--------------|
| 21359 | John Guertin | Wellness Benefit Reimbursement for FY 2022-2023 | 614.13 |
| 21360 | Karen Minami | Employee Reimbursement - Easement's Recorded at County (Cal AM and S.S.D) | 86.50 |
| 21361 | AMERICAN SUPPLY COMPANY | Supplies | 173.16 |
| 21362 | AT&T CAL NET 2 | Acct #9391033790 Mobile Service Period 04/19 to 05/18/23 | 120.31 |
| | AT&T CAL NET 2 | Acct #9391033791 Telephone Service Period 04/19/23 to 05/18/23 | 245.79 |
| | AT&T CAL NET 2 | Acct #9391081967 Mobile Service Prior - 04/15 to 05/14/23 | 838.74 |
| 21363 | AT&T MOBILITY | Acct #287290891231 Mobile Service Period - June 03 to July 2, 2023 | 646.78 |
| | AT&T MOBILITY | Acct #287290891231X06102023 Mobile Service - June 03 to July 2 2023 | 646.78 |
| | AT&T MOBILITY | Acct #287304221758 Mobil Service Period June 03 to July 02, 2023 | 40.24 |
| 21364 | BECK'S SHOES #2 | Supplies | - |
| 21365 | CALIFORNIA-AMERICAN WATER | Acct #1015-210018796650 Water Service Period 04/21/23 to 05/18/23 | 38.29 |
| | CALIFORNIA-AMERICAN WATER | Acct #1015-210018799016 Water Service Period 04/21/23 to 05/18/23 | 38.29 |
| | CALIFORNIA-AMERICAN WATER | Acct #1015-210018869991 Water Service Period 04/21/23 to 05/18/23 | 219.62 |
| | CALIFORNIA-AMERICAN WATER | Acct #1015-210021092445 Water Service Period 04/21/23 to 05/18/23 | 38.29 |
| | CALIFORNIA-AMERICAN WATER | Acct #1015-210021255352 Water Service Period 04/21/23 to 05/18/23 | 34.82 |
| | CALIFORNIA-AMERICAN WATER | Acct #1015-210021327653 Water Service Period 04/21/23 to 05/18/23 | 151.03 |
| | CALIFORNIA-AMERICAN WATER | Acct #1015-210021396208 Water Service Period 04/21/23 to 05/18/23 | 57.94 |
| | CALIFORNIA-AMERICAN WATER | Acct #1015-210021397607 Water Service Period 04/21/23 to 05/18/23 | 93.27 |
| 21366 | CALIFORNIA POLICE CHIEFS ASSOC. | 2023-2024 CPCA Dues for 13-25 Personnel | 365.00 |
| 21367 | CHAVAN AND ASSOCIATES, LLP | FY 2021/22 City Audit | 21,750.00 |
| 21368 | CITY OF SEASIDE | Acct #1187 Street Sweeping Service January to June 2023 | 5,952.32 |
| 21369 | CoPower | DENTAL COVERAGE JULY 2023 Due 07/01/23 | 2,113.54 |
| 21370 | CORELOGIC SOLUTIONS, LLC. | RQ Flat Fee Limited Doc Image Service Plan for 05/01 to 05/31/23 | 155.50 |
| 21371 | CORONADO DEISEL MOBILE SERVICES | Service Call - Lub Job & Safety Inspection, Rotate Tires. Ford Explorer #97 | 317.88 |
| | CORONADO DEISEL MOBILE SERVICES | Service Call to Do Complete Breaker Job on Front Axle R&R Rotors & Pads Ford F1 | 1,119.31 |
| | CORONADO DEISEL MOBILE SERVICES | Service Call To Do Complete P.M. Lub Job and Safety Inspection | 492.69 |
| 21372 | ENTENMANN-ROVIN CO. | Officer of the Year Badge | 168.15 |
| | ENTENMANN-ROVIN CO. | Supplies | 168.15 |
| 21373 | FENTON & KELLER | February 2023 Legal Service - City Attorney General Services | 79.53 |
| | FENTON & KELLER | February 2023 Legal Services - Employment Matters | 441.00 |
| | FENTON & KELLER | May 2023 Legal Matters - Economic Development | 274.50 |
| | FENTON & KELLER | May 2023 Legal Service - CA Native Plant Society Vs Ford Ord Reuse Authority | 1,464.00 |
| | FENTON & KELLER | May 2023 Legal Service - City Attorney General Services | 6,216.38 |
| | FENTON & KELLER | May 2023 Legal Service - Employment Matters | 152.50 |
| | FENTON & KELLER | May 2023 Legal Service - Michele Ball Vs City of Del Rey Oaks, et al | 1,183.40 |
| | FENTON & KELLER | May 2023 Legal Service - Public Records Act Requests | 1,098.00 |
| | FENTON & KELLER | MAY 2023 Legal Services - Real Property Matters | 1,220.00 |
| | FENTON & KELLER | May 2023 Legal Service - 2022 Housing Element Update | 488.00 |
| | FENTON & KELLER | November 2022 Legal Service - Christopher Lawson Claim & Investigation | 200.00 |
| | FENTON & KELLER | November 2022 Legal Service - City Attorney General Services | 4,512.50 |
| | FENTON & KELLER | November 2022 Legal Service - Michele Ball vs City of DRO et al | 38.00 |
| | FENTON & KELLER | November 2023 Legal Service - Public Records Request | 75.00 |
| 21374 | G.P.S. SOLUTIONS | Safeway (Sink-Hole), File Research, Building Permits | 11,866.42 |
| 21375 | HOME DEPOT CRC | Supplies | 65.24 |
| 21376 | I.M.P.A.C.GOVERNMT SER | Acct #4246044555649924 - 05-22-2023 April 25 to May 22, 2023 Charges | 674.50 |
| 21377 | JA FENCING | 86' X 60 X 8 High Clack Chain Link Fence | 13,000.00 |
| 21378 | JAMES DE CHALK | May 2023 - Janitorial Service | 500.00 |
| 21379 | JEFF ANDOY | Reimbursement - Wellness Program | 614.13 |
| 21380 | Juan Gomez | Reimbursement - Wellness Program | 611.48 |
| 21381 | Leigh Fitz | Reimbursement - Wellness Program | 7.06 |
| 21382 | MARTINS IRRIGATION SUPPLY, INC. | Supplies | 630.69 |
| 21383 | MBS BUSINESS SYSTEMS | Acct #3948544 Contract Base Rate Period 05/24/23 to 08/23/23 PA-25266-01 | 451.43 |
| 21384 | Monterey County Peace Officers | Shooting Range Use | 140.00 |
| 21385 | KAREN MINAMI | Reimbursement - Wellness Program | 139.53 |
| 21386 | MONTEREY ONE WATER | Waste Water/Sewer Treatment - Period of 05/01/23 to 06/30/23 | 73.42 |
| 21387 | MONTEREY PENINSULA ENGINEERING | Emergency Repair Safeway DRO | 33,677.00 |
| 21388 | MONTEREY TIRE SERVICE | New Tiers for Ford Explorer Police Intercept, Balance Unit #91 | 693.90 |
| | MONTEREY TIRE SERVICE | Tire Replacement Ford Explorer Police Unit #15 | 346.95 |
| 21389 | M&S BUILDING SUPPLY, INC. | Supplies | 88.19 |
| 21390 | Napa Auto Parts | Boos PAC/Jumper Boxes for PD | 434.82 |
| | Napa Auto Parts | Supplies | 27.57 |
| | Napa Auto Parts | Supplies - Battery | 209.56 |
| 21391 | ODP Business Solutions, LLC | Office Supplies | 229.76 |
| 21392 | PG&E | Acct#4283033409-2 PGE services 04/24/23 to 05/22/23 | 774.59 |
| | PG&E | Acct#4283033409-2 PGE services 04/24/23 to 05/22/23 | 1,068.28 |

**City of Del Rey Oaks
Check/Voucher Register
From 06/01/2023 Through 06/30/2023**

| Check Number | Payee | Transaction Description | Check Amount |
|---------------|---|--|-------------------|
| 21393 | Pitney Bowes Bank Inc. Purchase Power | Acct #8000-9000-0346-3050 Postage/Supplies | 451.98 |
| 21394 | Pitney Bowes Global Financial Services LLC | Leasing Charges - Period 03/30/23 to 06/29/23 | 169.79 |
| 21395 | PRECISION ALARMS AND AUTOMATION | Fire Alarm & Security Monitoring Service for May 2023 | 170.00 |
| 21396 | PROAC LEGAL DEFENSE FUND | Acct #3163 - Legal Defense Fund | 192.00 |
| 21397 | Peace Officers Research Association of California | Acct #3162 - Del Rey Oaks POA | 246.00 |
| | Peace Officers Research Association of California | Acct #3163 - Del Rey Oaks Reserve POA | 96.00 |
| 21398 | PURE WATER | Office Supplies | 39.25 |
| | PURE WATER | Supplies | 49.25 |
| 21399 | Quality Print & Copy | Office Supplies Letterhead, Envelopes, Ink | 473.34 |
| 21400 | Stericycle, Inc. | May 2023 - Monthly Shredding Services | 155.46 |
| 21401 | Teri Laxier | Reimbursement for Event Banner P & R Committee | 73.70 |
| 21402 | TERMINIX | May 2023 Monthly Pest Control | 102.00 |
| 21403 | THOMAS DOWSON | Reimburse for Phone Repair Damaged on PD Call | 104.92 |
| 21404 | US Bank Equipment Finance | Acct #500-0687291-000 Minolta Copier - PD | 40.76 |
| 21405 | VALLEY SAW & GARDEN EQUIP | Repairs, Supplies and Maintenance to Landscaping Equipment | 594.96 |
| 21406 | Verizon | Acct #342533778-0001 - Mobile Service Period 05/24 to 06/23/23 | 80.02 |
| 21407 | BECK'S SHOES #2 | Supplies | 255.65 |
| | VSP | VISION PLAN JUNE 2023 | 261.27 |
| 21409 | AMERICAN SUPPLY COMPANY | Supplies | 637.02 |
| 21410 | AT&T CAL NET 2 | Acct #9391033791 Mobile Service Period 05/19/23 to 06/18/23 | 248.27 |
| | AT&T CAL NET 2 | Acct #9391081967 Internet Service Period 05/15/23 to 06/14/23 | 838.74 |
| | AT&T CAL NET 2 | Acct#9391033790 Mobile Service Period 05/19/23 to 06/18/23 | 120.66 |
| 21411 | CALIFORNIA-AMERICAN WATER | Acct #1015-210021255352 Service Period 05/19/23 to 06/20/23 | 35.33 |
| 21412 | DENISE DUFFY & ASSOCIATES | APRIL 2023 - #9614 Task #772 Former FT Ord/Developer Task #772 | 1,814.00 |
| | DENISE DUFFY & ASSOCIATES | APRIL 2023 - #9614 Task 779A LEAP Grant Consulting | 833.00 |
| | DENISE DUFFY & ASSOCIATES | APRIL 2023 - General On-Call Consulting Task #776 | 5,745.50 |
| | DENISE DUFFY & ASSOCIATES | APRIL 2023 - HMP Compliance, Task #782 | 513.00 |
| | DENISE DUFFY & ASSOCIATES | APRIL 2023 - MPE Task 783 | 4,685.75 |
| | DENISE DUFFY & ASSOCIATES | APRIL 2023 - REAP Grant, Task #779-B | 4,595.50 |
| 21413 | Granite Rock Company | Supplies - Gabion Rock | 282.19 |
| 21414 | HYDRO TURF | Supplies | 171.97 |
| 21415 | MARTINS IRRIGATION SUPPLY, INC. | Supplies | 275.26 |
| 21416 | ODP Business Solutions, LLC | Supplies | 106.62 |
| 21417 | PG&E | Acct#6817283169-2 Service Period 05/13/23 to 06/12/23 | 59.16 |
| 21418 | Pitney Bowes Bank Inc. Purchase Power | Acct# 8000-9000-0346-3050 Postage/Supplies | 235.58 |
| 21419 | REGIONAL GOVERNMENT SERVICES | MAY 2023 - Contract Services | 32,525.84 |
| 21420 | US Bank Equipment Finance | Acct #500-0687291-0000 Konica Minolta Copier | 187.60 |
| 21421 | VALLEY SAW & GARDEN EQUIP | Supplies | 703.62 |
| 06032023-5 | PERS | CalPERS 1900 457 (05/26) Contribution 06/15/2023 | 2,879.07 |
| 20230630-1 | ADP | ADP fees | 758.18 |
| 20230630-2 | P.E.R.S.-HEALTH | CalPERS 1800 Health 06/2023 | 28,302.06 |
| 20230630-3 | SHELL FLEET PLUS-WEX BANK | Fuel fees 06/2023 | 793.20 |
| 20230630-4 | WEX BANK-CHEVRON | Fuel charges for 06/2023 | 3,188.68 |
| PERS 06-2023 | PERS | CalPERS 1900 457 (06/09) Contribution 06/30/23 | 2,650.00 |
| | PERS | PERS 3100 Contribution Retirement 06/03-06/16/23 -Plan 1364 | 517.53 |
| | PERS | PERS 3100 Contribution Retirement 06/03-06/16/23 -Plan 25623 | 2,900.72 |
| | PERS | PERS 3100 Contribution Retirement 06/03-06/16/23 -Plan 26934 | 1,630.41 |
| | PERS | PERS 3100 Contribution Retirement 5/20-06/02/23 -Plan 1364 | 511.22 |
| | PERS | PERS 3100 Contribution Retirement 5/20-06/02/23 -Plan 26934 | 1,628.64 |
| | PERS | PERS 3100 Contribution Retirement 5/20-6/2/23 -Plan 25623 | 3,190.07 |
| | PERS | PERS 3100 Contribution Retirement 05/20-06/02/2023 -Plan 1365 | 3,626.38 |
| | PERS | PERS 3100 Contribution Retirement 06/03-06/16/23 -Plan 1365 | 3,679.55 |
| PERS 060923-6 | PERS | PERS 3100 Contribution Retirement 05/20-06/02/23 -Plan 1365 ADDITIONAL | 280.33 |
| PERS60323-1 | PERS | PERS 3100 Contribution Retirement 5/6-5/19/23 -Plan 1364 | 472.14 |
| | PERS | PERS 3100 Contribution Retirement 5/6-5/19/23 -Plan 26934 | 1,630.41 |
| | PERS | PERS 3100 Contribution Retirement 5/6-5/19/23 -Plan 1365 | 3,684.20 |
| Report Total | | | <u>240,947.60</u> |

City of Del Rey Oaks
Statement of Revenues and Expenditures-General Fund Summary
100 - General Fund

From 6/1/2023 Through 6/30/2023

| | Current Month Actual | Year to Date Actual | YTD Budget - Revised | Percent Collected/Spent |
|--|-------------------------|------------------------|-------------------------|----------------------------|
| Revenue | | | | |
| Property Taxes | 11,376.58 | 774,673.83 | 738,700.00 | 104.86% |
| Sales Tax | 88,228.48 | 1,293,741.19 | 1,253,000.00 | 103.25% |
| Other Taxes | 11,655.48 | 460,740.94 | 503,300.00 | 91.54% |
| Licenses and Permits | 161,013.59 | 465,312.50 | 311,300.00 | 149.47% |
| Fines and Forfeitures | 5,013.32 | 6,791.69 | 5,200.00 | 130.60% |
| Other Revenue | 7,228.36 | 45,982.31 | 12,200.00 | 376.90% |
| Grants | 14,822.11 | 235,672.48 | 241,400.00 | 97.62% |
| Airport Police Services | 0.00 | 1,170,204.21 | 1,211,250.00 | 96.61% |
| Current Services | 23,450.14 | 183,474.60 | 162,700.00 | 112.76% |
| Total Revenue | <u>322,788.06</u> | <u>4,636,593.75</u> | <u>4,439,050.00</u> | <u>104.45%</u> |
| Expenditures | | | | |
| Council | 1,091.94 | 23,893.74 | 33,600.00 | 71.11% |
| City Clerk | 26,496.86 | 359,022.87 | 435,260.00 | 82.48% |
| City Manager | 21,619.05 | 279,922.76 | 291,960.00 | 95.87% |
| Audit/Treasurer | 51,178.41 | 238,935.08 | 227,200.00 | 105.16% |
| Legal | 17,442.81 | 136,270.24 | 201,500.00 | 67.62% |
| Planning & Building Regulation | 64,430.00 | 191,055.37 | 113,240.00 | 168.71% |
| Government Buildings | 772.00 | 10,391.60 | 22,100.00 | 47.02% |
| Non-Departmental | 183.49 | 27,256.05 | 33,640.00 | 81.02% |
| Police | 195,168.30 | 2,400,760.32 | 2,484,100.00 | 96.64% |
| Fire/Animal Control | 0.00 | 164,326.50 | 219,100.00 | 75.00% |
| Public Works/Streets | 16,550.91 | 249,078.00 | 258,750.00 | 96.26% |
| Parks/Recreation | 3,325.92 | 47,721.49 | 44,500.00 | 107.23% |
| Total Expenditures | <u>398,259.69</u> | <u>4,128,634.02</u> | <u>4,364,950.00</u> | <u>94.59%</u> |
| Net Revenues | (75,471.63) | 507,959.73 | 74,100.00 | 685.50% |
| Other Financing Sources and Uses | | | | |
| Uses | | | | |
| Transfers Out to CIP | (35,000.00) | (35,000.00) | (35,000.00) | 100.00% |
| Total Uses | <u>(35,000.00)</u> | <u>(35,000.00)</u> | <u>(35,000.00)</u> | <u>100.00%</u> |
| Total Other Financing Sources and Uses | <u>(35,000.00)</u> | <u>(35,000.00)</u> | <u>(35,000.00)</u> | <u>100.00%</u> |
| Net Revenues After Other Financing Sources and Uses | (110,471.63) | 472,959.73 | 39,100.00 | 1,209.61% |

**City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail**

100 - General Fund

From 6/1/2023 Through 6/30/2023

| | | June 2023 Actual | FY 2023 Actual YTD | FY 2023 Budget - Revised | Percent of Budget Used |
|--|-------|---------------------|-----------------------|-----------------------------|---------------------------|
| Revenue | | | | | |
| Non Department Specific | 000 | | | | |
| P/T-Secured | 41110 | 8,810.98 | 540,389.04 | 520,200.00 | 103.88% |
| P/T-Unsecured | 41120 | (336.51) | 23,803.09 | 24,000.00 | 99.17% |
| P/T-Prior Secured | 41130 | 704.32 | 4,510.48 | 6,000.00 | 75.17% |
| Prior Unsecured | 41140 | 0.00 | 0.00 | 100.00 | 0.00% |
| P/T-Unitary Tax | 41150 | 10.92 | 10,539.46 | 8,600.00 | 122.55% |
| P/T-Supplemental Roll (SB813) | 41160 | 1,911.65 | 14,993.55 | 12,000.00 | 124.94% |
| Property Tax - VLF | 41170 | 0.00 | 179,366.00 | 167,000.00 | 107.40% |
| Prop Tax-Interest/Penalty | 41180 | 275.22 | 1,072.21 | 800.00 | 134.02% |
| Sales Tax | 42210 | 30,952.68 | 438,503.85 | 439,000.00 | 99.88% |
| Sales Tax - 145 (Measure S-1%) | 42220 | 38,219.46 | 570,871.92 | 571,000.00 | 99.97% |
| Sales Tax -409 (Measure R 1/2%) | 42221 | 19,056.34 | 284,365.42 | 243,000.00 | 117.02% |
| Cannabis Tax | 42222 | 10,536.64 | 104,324.58 | 120,000.00 | 86.93% |
| Transient Occupancy Tax | 42230 | 822.39 | 149,907.22 | 190,000.00 | 78.89% |
| Property Transfer Tax | 42250 | 296.45 | 7,976.10 | 5,000.00 | 159.52% |
| Sewer Impact | 42290 | 0.00 | 20,766.32 | 15,000.00 | 138.44% |
| Business Licenses | 42310 | 150,528.74 | 362,681.49 | 215,000.00 | 168.68% |
| Gas Franchises | 42761 | 0.00 | 8,071.43 | 5,800.00 | 139.16% |
| Electric Franchises | 42762 | 0.00 | 21,570.31 | 18,500.00 | 116.59% |
| Garbage Franchises | 42763 | 0.00 | 98,002.87 | 100,000.00 | 98.00% |
| Cable Tv Franchises | 42764 | 0.00 | 27,256.64 | 26,000.00 | 104.83% |
| Water Franchises | 42765 | 0.00 | 22,865.47 | 23,000.00 | 99.41% |
| SB1186 Disability Access Fund | 43311 | 450.00 | 2,178.72 | 1,000.00 | 217.87% |
| SB1473 Environmental Assessment Fee | 43312 | 16.52 | 86.38 | 100.00 | 86.38% |
| Building Permits | 43320 | 7,715.00 | 51,083.37 | 40,000.00 | 127.70% |
| Cannabis Business Permit | 43325 | 0.00 | 20,089.06 | 30,000.00 | 66.96% |
| Plan Check Fees | 43330 | 2,503.33 | 23,852.70 | 17,000.00 | 140.31% |
| Street Opening Permits Fees | 43340 | 250.00 | 3,500.00 | 5,000.00 | 70.00% |
| Plumbing Permits | 43350 | 0.00 | 2,750.00 | 1,600.00 | 171.87% |
| Electrical Permits | 43360 | 0.00 | 875.00 | 1,600.00 | 54.68% |
| Other Licenses/Permits | 43390 | 0.00 | 394.50 | 1,000.00 | 39.45% |
| Fines & Forfeitures | 45000 | 155.66 | 1,205.48 | 200.00 | 602.74% |
| Vehicle Code Fines | 45510 | 275.00 | 275.00 | 5,000.00 | 5.50% |
| Parking and Admin Fines | 45512 | 4,582.66 | 5,311.21 | 0.00 | 0.00% |
| Interest Earned | 46100 | 0.00 | 64,317.71 | 10,000.00 | 643.17% |
| Interest Earned-PARS | 46101 | 5,724.18 | (28,822.97) | 0.00 | 0.00% |
| Rental Income - Garden Ctr | 46815 | 3,000.00 | 36,000.00 | 36,000.00 | 100.00% |
| Rental Income - Airport RV | 46816 | 2,900.00 | 34,800.00 | 35,000.00 | 99.42% |
| Rental Income - PW Bldg | 46817 | 4,000.00 | 19,000.00 | 0.00 | 0.00% |
| HOPTR | 47130 | 1,030.18 | 2,060.36 | 1,200.00 | 171.69% |
| Vehicle License Collection | 47140 | 0.00 | 2,930.25 | 0.00 | 0.00% |
| COPS | 47240 | 8,333.33 | 165,271.25 | 165,200.00 | 100.04% |
| AMBAG REAP Grant - Housing Element | 47241 | 4,232.50 | 11,988.00 | 0.00 | 0.00% |
| HCD LEAP Grant - Housing Element | 47242 | 0.00 | 15,523.75 | 0.00 | 0.00% |
| SB1383 Organics Recycling | 47243 | 0.00 | 6,292.22 | 0.00 | 0.00% |
| Prop 172 | 47750 | 1,641.08 | 20,646.95 | 25,000.00 | 82.58% |
| Wellness Program | 47760 | 0.00 | 7,500.00 | 7,500.00 | 100.00% |

City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail

100 - General Fund

From 6/1/2023 Through 6/30/2023

| | | June 2023 Actual | FY 2023 Actual YTD | FY 2023 Budget - Revised | Percent of Budget Used |
|--------------------------------------|------------|---------------------|-----------------------|-----------------------------|---------------------------|
| Police Grants & Other Reimbursements | 47780 | 0.00 | 0.00 | 21,700.00 | 0.00% |
| POST Reimbursements | 47781 | 615.20 | 5,476.31 | 0.00 | 0.00% |
| DEA Reimbursements | 47782 | 0.00 | 0.00 | 22,000.00 | 0.00% |
| Police Service Fees | 48210 | 75.00 | 3,325.00 | 1,000.00 | 332.50% |
| Police Services-Special Events | 48211 | 9,625.00 | 38,675.00 | 48,000.00 | 80.57% |
| Public Events | 48212 | 0.00 | 0.00 | 5,000.00 | 0.00% |
| Use Permits | 48805 | 2,850.00 | 31,680.00 | 20,000.00 | 158.40% |
| Maps/Publications | 48810 | 0.00 | 0.00 | 100.00 | 0.00% |
| Property Inspections | 48825 | 500.00 | 3,750.00 | 4,500.00 | 83.33% |
| Miscellaneous Revenue | 48840 | 50.14 | 10,844.60 | 10,000.00 | 108.44% |
| Rental - Park | 48910 | 450.00 | 5,400.00 | 3,100.00 | 174.19% |
| Miscellaneous Refunds | 48930 | 24.00 | 6,292.24 | 0.00 | 0.00% |
| Total Non Department Specific | | 322,788.06 | 3,466,389.54 | 3,227,800.00 | 107.39% |
| Police | 210 | | | | |
| Airport Police Services | 48220 | 0.00 | 1,170,204.21 | 1,211,250.00 | 96.61% |
| Total Police | | 0.00 | 1,170,204.21 | 1,211,250.00 | 96.61% |
| Total Revenue | | 322,788.06 | 4,636,593.75 | 4,439,050.00 | 104.45% |
| Expense | | | | | |
| Council | 110 | | | | |
| Council Member Stipend | 61115 | 625.00 | 7,400.00 | 9,000.00 | 82.22% |
| Medicare | 61130 | 9.06 | 107.27 | 200.00 | 53.63% |
| Social Security | 61131 | 38.75 | 458.80 | 0.00 | 0.00% |
| Unemployment Ins-Fed & State | 61132 | 3.75 | 66.90 | 0.00 | 0.00% |
| Dental Expense | 61135 | 381.52 | 5,166.86 | 7,400.00 | 69.82% |
| Membership Dues-Professional Org | 64550 | 0.00 | 981.78 | 2,000.00 | 49.08% |
| Strategic Planning | 64570 | 33.86 | 2,124.96 | 12,000.00 | 17.70% |
| Travel Expenses | 64610 | 0.00 | 7,587.17 | 3,000.00 | 252.90% |
| Total Council | | 1,091.94 | 23,893.74 | 33,600.00 | 71.11% |
| City Clerk | 111 | | | | |
| Payroll | 61105 | 12,347.89 | 137,575.60 | 142,800.00 | 96.34% |
| Temp Payroll | 61107 | 0.00 | 0.00 | 10,000.00 | 0.00% |
| Overtime | 61110 | 722.53 | 7,316.86 | 20,000.00 | 36.58% |
| PERS UAL | 61124 | 0.00 | 38,622.00 | 40,000.00 | 96.55% |
| PERS Retirement | 61125 | 1,163.93 | 9,713.05 | 11,700.00 | 83.01% |
| Medicare | 61130 | 187.15 | 2,053.16 | 2,100.00 | 97.76% |
| Unemployment Ins-Fed & State | 61132 | 0.00 | 196.09 | 0.00 | 0.00% |
| Dental Expense | 61135 | 190.76 | 2,288.54 | 3,400.00 | 67.31% |
| Health Insurance | 61140 | 3,695.66 | 40,600.53 | 47,200.00 | 86.01% |
| Health Insurance -Retiree | 61141 | 0.00 | 0.00 | 1,860.00 | 0.00% |
| Vision Ins | 61145 | 16.51 | 277.78 | 500.00 | 55.55% |
| Workers Comp and EAP | 61150 | 0.01 | 11,091.07 | 7,900.00 | 140.39% |
| Wellness Program | 61155 | 146.59 | 1,301.74 | 1,100.00 | 118.34% |
| Materials/Supply | 62410 | 329.19 | 10,409.29 | 16,300.00 | 63.86% |
| Office Supplies | 62430 | 654.20 | 6,167.86 | 11,200.00 | 55.07% |
| Repair/Maintenance | 63505 | 536.43 | 3,341.32 | 3,000.00 | 111.37% |
| Shredding Services | 63509 | 77.73 | 387.56 | 0.00 | 0.00% |
| Telephone | 63530 | 1,539.88 | 8,526.72 | 7,680.00 | 111.02% |
| Website Design & Maintenance | 63535 | 0.00 | 1,106.16 | 3,800.00 | 29.10% |
| Postage / Shipping | 63540 | 650.09 | 4,861.05 | 2,400.00 | 202.54% |
| Training | 63605 | 1,249.87 | 2,162.82 | 5,000.00 | 43.25% |

City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail

100 - General Fund

From 6/1/2023 Through 6/30/2023

| | | June 2023 Actual | FY 2023 Actual YTD | FY 2023 Budget - Revised | Percent of Budget Used |
|-----------------------------------|------------|---------------------|-----------------------|-----------------------------|---------------------------|
| Insurance-Liability | 63620 | 0.00 | 13,266.06 | 14,900.00 | 89.03% |
| Contract Services - IT | 63635 | 2,700.00 | 9,018.89 | 5,000.00 | 180.37% |
| HR Services-RGS | 63652 | 0.00 | 51.30 | 31,500.00 | 0.16% |
| Organic Waste Regs Services | 63654 | 0.00 | 25,614.00 | 12,000.00 | 213.45% |
| Software/Server Subscription | 64310 | 91.95 | 392.88 | 0.00 | 0.00% |
| Agenda Management System | 64315 | 0.00 | 0.00 | 4,920.00 | 0.00% |
| Document Management System | 64316 | 0.00 | 0.00 | 1,500.00 | 0.00% |
| Municipal Code Service | 64320 | 0.00 | 6,221.34 | 10,000.00 | 62.21% |
| Records Retention Services | 64330 | 0.00 | 0.00 | 5,000.00 | 0.00% |
| Membership Dues-Professional Org | 64550 | 196.49 | 257.01 | 1,000.00 | 25.70% |
| Membership Dues-Government Agency | 64552 | 0.00 | 609.00 | 0.00 | 0.00% |
| Printing / Publications | 64575 | 0.00 | 3,034.64 | 0.00 | 0.00% |
| Election Cost | 64588 | 0.00 | 12,468.55 | 8,500.00 | 146.68% |
| Travel Expenses | 64610 | 0.00 | 90.00 | 0.00 | 0.00% |
| Furniture & Equipment | 66300 | 0.00 | 0.00 | 3,000.00 | 0.00% |
| Total City Clerk | | 26,496.86 | 359,022.87 | 435,260.00 | 82.48% |
| City Manager | 120 | | | | |
| Payroll | 61105 | 14,847.66 | 186,440.70 | 187,000.00 | 99.70% |
| PERS UAL | 61124 | 0.00 | 893.00 | 900.00 | 99.22% |
| PERS Retirement | 61125 | 1,547.19 | 12,352.63 | 13,100.00 | 94.29% |
| Medicare | 61130 | 214.72 | 2,698.64 | 2,500.00 | 107.94% |
| Unemployment Ins-Fed & State | 61132 | 0.00 | 77.04 | 0.00 | 0.00% |
| Dental Expense | 61135 | 193.29 | 2,319.48 | 1,700.00 | 136.44% |
| Health Insurance | 61140 | 3,120.31 | 35,211.24 | 23,600.00 | 149.20% |
| Vision Ins | 61145 | 0.00 | 296.00 | 200.00 | 148.00% |
| Workers Comp and EAP | 61150 | 0.00 | 11,190.68 | 9,700.00 | 115.36% |
| Wellness Program | 61155 | 614.13 | 614.13 | 500.00 | 122.82% |
| Admin Leave | 61175 | 0.00 | 0.00 | 7,000.00 | 0.00% |
| Auto Allowance | 61180 | 415.38 | 5,192.25 | 5,400.00 | 96.15% |
| Office Supplies | 62430 | 16.37 | 154.00 | 1,530.00 | 10.06% |
| Insurance-Liability | 63620 | 0.00 | 14,326.55 | 18,200.00 | 78.71% |
| Membership Dues-Professional Org | 64550 | 0.00 | 1,510.00 | 3,500.00 | 43.14% |
| Membership Dues-Government Agency | 64552 | 0.00 | 609.00 | 0.00 | 0.00% |
| Books and Periodicals | 64565 | 0.00 | 0.00 | 300.00 | 0.00% |
| Travel Expenses | 64610 | 650.00 | 1,037.42 | 8,000.00 | 12.96% |
| Contingency | 66905 | 0.00 | 5,000.00 | 8,830.00 | 56.62% |
| Total City Manager | | 21,619.05 | 279,922.76 | 291,960.00 | 95.88% |
| Audit/Treasurer | 130 | | | | |
| Dental Expense | 61135 | 0.00 | 20.00 | 0.00 | 0.00% |
| ADP Payroll Fees | 62310 | 0.00 | 1,400.23 | 7,100.00 | 19.72% |
| Bank Service Charges | 62320 | 531.72 | 6,285.03 | 1,000.00 | 628.50% |
| Accounting Software | 62431 | 0.00 | 3,880.73 | 3,600.00 | 107.79% |
| Audit-Finance | 63625 | 18,120.85 | 29,933.11 | 31,000.00 | 96.55% |
| Actuarial Services | 63627 | 0.00 | 0.00 | 4,500.00 | 0.00% |
| Accounting Services-RGS | 63645 | 32,525.84 | 197,415.98 | 180,000.00 | 109.67% |
| Total Audit/Treasurer | | 51,178.41 | 238,935.08 | 227,200.00 | 105.17% |
| Legal | 150 | | | | |
| Legal Services | 63650 | 17,442.81 | 134,004.86 | 200,000.00 | 67.00% |
| Legal Advert | 64560 | 0.00 | 2,265.38 | 1,500.00 | 151.02% |

**City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail**

100 - General Fund
From 6/1/2023 Through 6/30/2023

| | | June 2023 Actual | FY 2023 Actual YTD | FY 2023 Budget - Revised | Percent of Budget Used |
|---|-------|---------------------|-----------------------|-----------------------------|---------------------------|
| Total Legal | | <u>17,442.81</u> | <u>136,270.24</u> | <u>201,500.00</u> | <u>67.63%</u> |
| Planning & Building Regulation | 160 | | | | |
| Economic Development Services | 63639 | 0.00 | 7,655.50 | 30,000.00 | 25.51% |
| Planning Services | 63640 | 20,516.25 | 83,636.76 | 40,000.00 | 209.09% |
| Contract Services - Housing Element | 63642 | 24,162.00 | 38,120.41 | 0.00 | 0.00% |
| Building Inspections Services | 63648 | 19,419.75 | 56,299.19 | 30,240.00 | 186.17% |
| Engineering Services | 63649 | 0.00 | 0.00 | 5,000.00 | 0.00% |
| Code Enforcement Services | 63656 | 332.00 | 5,343.51 | 5,000.00 | 106.87% |
| Travel Expenses | 64610 | 0.00 | 0.00 | 3,000.00 | 0.00% |
| Total Planning & Building Regulation | | <u>64,430.00</u> | <u>191,055.37</u> | <u>113,240.00</u> | <u>168.72%</u> |
| Government Buildings | 180 | | | | |
| Repair/Maintenance | 63505 | 272.00 | 7,491.60 | 20,000.00 | 37.45% |
| Janitorial Services | 63660 | 500.00 | 2,900.00 | 2,100.00 | 138.09% |
| Total Government Buildings | | <u>772.00</u> | <u>10,391.60</u> | <u>22,100.00</u> | <u>47.02%</u> |
| Non-Departmental | 190 | | | | |
| Materials/Supply | 62410 | 30.61 | 1,956.55 | 6,120.00 | 31.96% |
| Telephone | 63530 | 0.00 | 67.00 | 1,120.00 | 5.98% |
| Insurance-Liability | 63620 | 0.00 | 12,066.49 | 12,100.00 | 99.72% |
| Membership Dues-Professional Org | 64550 | 0.00 | 5.61 | 13,000.00 | 0.04% |
| Membership Dues-Non Profit Agency Contrib | 64551 | 0.00 | 8,054.00 | 0.00 | 0.00% |
| Membership Dues-Government Agency | 64552 | 0.00 | 4,450.24 | 0.00 | 0.00% |
| Misc Expenses | 64580 | 119.83 | 433.65 | 1,000.00 | 43.36% |
| S.M.I.P. | 64930 | 33.05 | 173.11 | 200.00 | 86.55% |
| Sb 1473 | 64940 | 0.00 | 49.40 | 100.00 | 49.40% |
| Total Non-Departmental | | <u>183.49</u> | <u>27,256.05</u> | <u>33,640.00</u> | <u>81.02%</u> |
| Police | 210 | | | | |
| Payroll | 61105 | 67,110.34 | 946,736.89 | 1,026,100.00 | 92.26% |
| Overtime | 61110 | 14,404.98 | 153,771.28 | 148,000.00 | 103.89% |
| Overtime-DEA | 61111 | 615.20 | 615.20 | 22,000.00 | 2.79% |
| Overtime-Cannabis Tax Fund Grant | 61112 | 0.00 | 0.00 | 16,700.00 | 0.00% |
| Reserves Payroll | 61120 | 11,895.00 | 88,035.00 | 77,000.00 | 114.33% |
| PERS UAL - After 06/30/18 | 61123 | 0.00 | 0.00 | 6,100.00 | 0.00% |
| PERS UAL | 61124 | 0.00 | 105,353.00 | 105,400.00 | 99.95% |
| PERS Retirement | 61125 | 10,803.96 | 106,666.08 | 127,500.00 | 83.65% |
| PERS 457 Expense | 61126 | 2,879.07 | 31,379.07 | 36,000.00 | 87.16% |
| Medicare | 61130 | 1,355.88 | 17,238.46 | 14,900.00 | 115.69% |
| Social Security | 61131 | 339.45 | 4,345.43 | 0.00 | 0.00% |
| Unemployment Ins-Fed & State | 61132 | 23.28 | 10,487.91 | 0.00 | 0.00% |
| Dental Expense | 61135 | 1,220.99 | 14,692.46 | 19,400.00 | 75.73% |
| Health Insurance | 61140 | 18,934.85 | 233,815.04 | 241,900.00 | 96.65% |
| Health Insurance -Retiree | 61141 | 151.00 | 1,738.00 | 1,800.00 | 96.55% |
| Vision Ins | 61145 | 228.25 | 2,440.76 | 2,900.00 | 84.16% |
| Workers Comp and EAP | 61150 | 0.00 | 166,139.33 | 212,800.00 | 78.07% |
| Wellness Program | 61155 | 3,666.19 | 6,105.58 | 5,300.00 | 115.19% |
| Uniform Allowance | 61160 | 0.00 | 4,250.00 | 10,000.00 | 42.50% |
| Materials/Supply | 62410 | 1,882.28 | 37,497.58 | 45,000.00 | 83.32% |

City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail
100 - General Fund
 From 6/1/2023 Through 6/30/2023

| | | June 2023 Actual | FY 2023 Actual YTD | FY 2023 Budget - Revised | Percent of Budget Used |
|---|------------|---------------------|-----------------------|-----------------------------|---------------------------|
| Ammunition | 62420 | 0.00 | 4,931.43 | 5,000.00 | 98.62% |
| Office Supplies | 62430 | 144.31 | 4,126.54 | 3,000.00 | 137.55% |
| PD Safety Equip Lease - Principal | 62460 | 0.00 | 8,129.00 | 2,980.00 | 272.78% |
| PD Safety Equip Lease - Interest | 62461 | 0.00 | 674.40 | 1,000.00 | 67.44% |
| Auto Ops - Supplies / Equip | 62710 | 434.82 | 1,805.89 | 2,500.00 | 72.23% |
| Auto Ops - Fuel | 62720 | 3,188.68 | 31,311.43 | 30,000.00 | 104.37% |
| Repair/Maintenance | 63505 | 7,231.36 | 17,585.12 | 14,000.00 | 125.60% |
| Shredding Services | 63509 | 77.73 | 387.55 | 0.00 | 0.00% |
| Telephone | 63530 | 2,538.39 | 23,521.81 | 14,000.00 | 168.01% |
| Internet | 63531 | 0.00 | 867.64 | 2,500.00 | 34.70% |
| Annual Maintenance-Records Management Software | 63537 | 0.00 | 6,013.90 | 3,400.00 | 176.87% |
| Annual Maintenance | 63538 | 0.00 | 3,276.00 | 3,400.00 | 96.35% |
| Postage / Shipping | 63540 | 207.26 | 585.48 | 500.00 | 117.09% |
| Training | 63605 | 470.00 | 10,921.30 | 15,000.00 | 72.80% |
| Insurance-Liability | 63620 | 0.00 | 120,653.35 | 111,800.00 | 107.91% |
| Audit-Finance | 63625 | 4,500.00 | 4,500.00 | 4,500.00 | 100.00% |
| Contract Services - IT | 63635 | 2,700.00 | 9,250.00 | 6,000.00 | 154.16% |
| HR Services-RGS | 63652 | 0.00 | 0.00 | 3,000.00 | 0.00% |
| Janitorial Services | 63660 | 500.00 | 2,900.00 | 2,000.00 | 145.00% |
| 911-Radio Dispatch | 63665 | 167.87 | 73,697.87 | 73,300.00 | 100.54% |
| Auto Repair/Maintenance | 63730 | 1,358.73 | 14,735.12 | 14,000.00 | 105.25% |
| Parking & Admin Citations Services | 63812 | 4,507.66 | 4,507.66 | 0.00 | 0.00% |
| Animal Regulation Fire | 63820 | 0.00 | 0.00 | 500.00 | 0.00% |
| Fund Jail & Prisoner | 63830 | 0.00 | 28.19 | 200.00 | 14.09% |
| ACJIS System | 63840 | 0.00 | 7,317.76 | 9,000.00 | 81.30% |
| Software/Server Subscription | 64310 | 692.40 | 8,906.09 | 1,500.00 | 593.73% |
| Computer Server | 64318 | 0.00 | 3,454.64 | 0.00 | 0.00% |
| Personnel Recruit & Pre-Employment | 64545 | 870.00 | 2,691.00 | 3,000.00 | 89.70% |
| Membership Dues-Professional Org | 64550 | 989.00 | 4,568.06 | 4,000.00 | 114.20% |
| Books and Periodicals | 64565 | 87.55 | 718.90 | 900.00 | 79.87% |
| Printing / Publications | 64575 | 0.00 | 2,655.31 | 0.00 | 0.00% |
| Travel Expenses | 64610 | 7,672.50 | 22,227.68 | 13,000.00 | 170.98% |
| Principal-Motorola Lease-Cameras | 65104 | 21,319.32 | 21,319.32 | 21,320.00 | 99.99% |
| Equipment | 66302 | 0.00 | 51,184.81 | 0.00 | 0.00% |
| Total Police | | 195,168.30 | 2,400,760.32 | 2,484,100.00 | 96.65% |
| Fire/Animal Control | 220 | | | | |
| Fire Seaside | 63810 | 0.00 | 164,326.50 | 219,100.00 | 75.00% |
| Total Fire/Animal Control | | 0.00 | 164,326.50 | 219,100.00 | 75.00% |
| Public Works/Streets | 311 | | | | |
| Payroll | 61105 | 6,162.86 | 79,904.41 | 79,700.00 | 100.25% |
| Overtime | 61110 | 0.00 | 0.00 | 3,000.00 | 0.00% |
| PERS UAL | 61124 | 0.00 | 893.00 | 1,000.00 | 89.30% |
| PERS Retirement | 61125 | 686.10 | 5,671.76 | 6,000.00 | 94.52% |
| Medicare | 61130 | 88.78 | 1,153.73 | 1,200.00 | 96.14% |
| Unemployment Ins-Fed & State | 61132 | 0.00 | 77.04 | 0.00 | 0.00% |
| Dental Expense | 61135 | 126.98 | 1,523.76 | 1,700.00 | 89.63% |

**City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail**

100 - General Fund

From 6/1/2023 Through 6/30/2023

| | | June 2023 Actual | FY 2023 Actual YTD | FY 2023 Budget - Revised | Percent of Budget Used |
|---|------------|---------------------|-----------------------|-----------------------------|---------------------------|
| Health Insurance | 61140 | 2,400.24 | 27,085.56 | 23,600.00 | 114.76% |
| Vision Ins | 61145 | 16.51 | 198.12 | 300.00 | 66.04% |
| Workers Comp and EAP | 61150 | 0.00 | 4,577.94 | 4,400.00 | 104.04% |
| Wellness Program | 61155 | 0.00 | 614.31 | 500.00 | 122.86% |
| Materials/Supply | 62410 | 2,367.07 | 13,853.23 | 16,500.00 | 83.95% |
| Office Supplies | 62430 | 24.25 | 539.54 | 1,530.00 | 35.26% |
| Auto Ops - Supplies / Equip | 62710 | 237.13 | 2,050.35 | 2,500.00 | 82.01% |
| Auto Ops - Fuel | 62720 | 793.20 | 6,819.20 | 5,000.00 | 136.38% |
| Repair/Maintenance | 63505 | 370.00 | 40,364.32 | 41,000.00 | 98.44% |
| Gabilan Crew | 63515 | 0.00 | 0.00 | 5,000.00 | 0.00% |
| Utilities - PG&E | 63520 | 833.75 | 14,950.91 | 12,000.00 | 124.59% |
| Utilities - Water | 63525 | 832.04 | 4,456.98 | 3,200.00 | 139.28% |
| Training | 63605 | 0.00 | 0.00 | 5,000.00 | 0.00% |
| Insurance-Liability | 63620 | 0.00 | 9,999.33 | 5,500.00 | 181.80% |
| Auto Repair/Maintenance | 63730 | 1,612.00 | 4,336.12 | 8,300.00 | 52.24% |
| Printing / Publications | 64575 | 0.00 | 1,896.65 | 0.00 | 0.00% |
| Storm Water Project - Phase 4 | 64920 | 0.00 | 21,037.00 | 23,000.00 | 91.46% |
| Storage Shed | 66210 | 0.00 | 7,074.74 | 0.00 | 0.00% |
| Contingency | 66905 | 0.00 | 0.00 | 8,820.00 | 0.00% |
| Total Public Works/Streets | | 16,550.91 | 249,078.00 | 258,750.00 | 96.26% |
| Parks/Recreation | 411 | | | | |
| Materials/Supply | 62410 | 1,797.69 | 7,006.41 | 16,500.00 | 42.46% |
| Repair/Maintenance | 63505 | 910.35 | 30,018.40 | 25,000.00 | 120.07% |
| Utilities - Water | 63525 | 617.88 | 3,621.94 | 2,000.00 | 181.09% |
| Travel Expenses | 64610 | 0.00 | 0.00 | 1,000.00 | 0.00% |
| Storage Shed | 66210 | 0.00 | 7,074.74 | 0.00 | 0.00% |
| Total Parks/Recreation | | 3,325.92 | 47,721.49 | 44,500.00 | 107.24% |
| Total Expense | | 398,259.69 | 4,128,634.02 | 4,364,950.00 | 94.59% |
| Other Financing Sources and Uses | | | | | |
| Non Department Specific | 000 | | | | |
| Transfers Out to CIP | 81001 | (35,000.00) | (35,000.00) | (35,000.00) | 100.00% |
| Total Non Department Specific | | (35,000.00) | (35,000.00) | (35,000.00) | 100.00% |
| Total Other Financing Sources and Uses | | (35,000.00) | (35,000.00) | (35,000.00) | 100.00% |
| Excess(Deficit) of Revenue Over Expenditures | | (110,471.63) | 472,959.73 | 39,100.00 | 1,209.61% |

City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail
210 - Gas Tax Fund
 From 6/1/2023 Through 6/30/2023

| | | <u>June 2023 Actual</u> | <u>FY 2023 Actual YTD</u> | <u>FY 2023 Budget - Revised</u> | <u>Percent of Budget Used</u> |
|--|-------|-----------------------------|-------------------------------|-------------------------------------|-----------------------------------|
| Revenue | | | | | |
| Non Department Specific | 000 | | | | |
| Gas Tax 2103 | 47010 | 1,120.45 | 12,498.59 | 15,000.00 | 83.32% |
| Gas Tax 2105 | 47020 | 797.84 | 8,914.45 | 10,400.00 | 85.71% |
| Gas Tax 2106 | 47030 | 755.59 | 9,677.33 | 9,100.00 | 106.34% |
| Gas Tax 2107 | 47040 | 1,126.56 | 11,136.22 | 14,200.00 | 78.42% |
| Gas Tax 2107.5 | 47050 | 0.00 | 1,000.00 | 1,000.00 | 100.00% |
| Total Non Department Specific | | <u>3,800.44</u> | <u>43,226.59</u> | <u>49,700.00</u> | <u>86.98%</u> |
| Total Revenue | | <u>3,800.44</u> | <u>43,226.59</u> | <u>49,700.00</u> | <u>86.98%</u> |
| Expense | | | | | |
| Public Works/Streets | 311 | | | | |
| Street Sweeping | 63510 | 5,952.32 | 12,156.20 | 10,000.00 | 121.56% |
| Street Lighting | 63910 | 1,068.28 | 11,249.62 | 15,000.00 | 74.99% |
| Total Public Works/Streets | | <u>7,020.60</u> | <u>23,405.82</u> | <u>25,000.00</u> | <u>93.62%</u> |
| Total Expense | | <u>7,020.60</u> | <u>23,405.82</u> | <u>25,000.00</u> | <u>93.62%</u> |
| Excess(Deficit) of Revenue Over Expenditures | | (3,220.16) | 19,820.77 | 24,700.00 | 80.24% |

**City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail**

211 - SB1 Fund
From 6/1/2023 Through 6/30/2023

| | | June 2023 Actual | FY 2023 Actual YTD | FY 2023 Budget - Revised | Percent of Budget Used |
|--|-------|---------------------|-----------------------|-----------------------------|---------------------------|
| Revenue | | | | | |
| Non Department Specific | 000 | | | | |
| SB 1 Funds | 47777 | 3,196.27 | 34,515.70 | 36,900.00 | 93.53% |
| MBASIA Contribution | 48970 | 0.00 | 0.00 | 10,000.00 | 0.00% |
| Total Non Department Specific | | <u>3,196.27</u> | <u>34,515.70</u> | <u>46,900.00</u> | <u>73.59%</u> |
| Total Revenue | | <u>3,196.27</u> | <u>34,515.70</u> | <u>46,900.00</u> | <u>73.59%</u> |
| Excess(Deficit) of Revenue Over Expenditures | | 3,196.27 | 34,515.70 | 46,900.00 | 73.59% |

**City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail**

212 - Measure X Fund
From 6/1/2023 Through 6/30/2023

| | | June 2023 Actual | FY 2023 Actual YTD | FY 2023 Budget - Revised | Percent of Budget Used |
|--|-------|---------------------|-----------------------|-----------------------------|---------------------------|
| Revenue | | | | | |
| Non Department Specific | 000 | | | | |
| Measure X | 47775 | 0.00 | 76,274.49 | 92,000.00 | 82.90% |
| Total Non Department Specific | | 0.00 | 76,274.49 | 92,000.00 | 82.91% |
| Total Revenue | | 0.00 | 76,274.49 | 92,000.00 | 82.91% |
| Expense | | | | | |
| Via Verde/Los Encinos Street Repair | 524 | | | | |
| Street Improvements | 66410 | 0.00 | 0.00 | 30,000.00 | 0.00% |
| Total Via Verde/Los Encinos Street Repair | | 0.00 | 0.00 | 30,000.00 | 0.00% |
| Angelus/Rosita Storm Drain Repair (Engineering) | 525 | | | | |
| Street Improvements | 66410 | 0.00 | 0.00 | 10,000.00 | 0.00% |
| Total Angelus/Rosita Storm Drain Repair (Engineering) | | 0.00 | 0.00 | 10,000.00 | 0.00% |
| Angelus/Rosita Storm Drain Repair (Construction) | 526 | | | | |
| Street Improvements | 66410 | 0.00 | 0.00 | 60,000.00 | 0.00% |
| Total Angelus/Rosita Storm Drain Repair (Construction) | | 0.00 | 0.00 | 60,000.00 | 0.00% |
| Debt Service - Measure X | 610 | | | | |
| Principal - Measure X Loan | 65103 | 0.00 | 65,359.19 | 90,000.00 | 72.62% |
| Interest - Measure X | 65203 | 0.00 | 10,915.30 | 2,000.00 | 545.76% |
| Total Debt Service - Measure X | | 0.00 | 76,274.49 | 92,000.00 | 82.91% |
| Total Expense | | 0.00 | 76,274.49 | 192,000.00 | 39.73% |
| Excess(Deficit) of Revenue Over Expenditures | | 0.00 | 0.00 | (100,000.00) | 0.00% |

City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail
221 - FORA Habitat Management Fund
 From 6/1/2023 Through 6/30/2023

| | | <u>June 2023</u> <u>Actual</u> | <u>FY 2023</u> <u>Actual YTD</u> | <u>FY 2023 Budget -</u> <u>Revised</u> | <u>Percent of</u> <u>Budget Used</u> |
|--|-------|-----------------------------------|-------------------------------------|---|---|
| Expense | | | | | |
| Planning & Building Regulation | 160 | | | | |
| Contract Services - Habitat Management Plan | 63646 | 3,226.50 | 6,617.50 | 41,667.00 | 15.88% |
| Total Planning & Building Regulation | | <u>3,226.50</u> | <u>6,617.50</u> | <u>41,667.00</u> | <u>15.88%</u> |
| Total Expense | | <u>3,226.50</u> | <u>6,617.50</u> | <u>41,667.00</u> | <u>15.88%</u> |
| Excess(Deficit) of Revenue Over Expenditures | | (3,226.50) | (6,617.50) | (41,667.00) | 15.88% |

City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail
223 - ARPA Fund
From 6/1/2023 Through 6/30/2023

| | | June 2023 Actual | FY 2023 Actual YTD | FY 2023 Budget - Revised | Percent of Budget Used |
|--|-------|---------------------|-----------------------|-----------------------------|---------------------------|
| Revenue | | | | | |
| Non Department Specific | 000 | | | | |
| ARPA Grant | 47521 | 0.00 | 197,836.00 | 197,870.00 | 99.98% |
| Total Non Department Specific | | 0.00 | 197,836.00 | 197,870.00 | 99.98% |
| Total Revenue | | 0.00 | 197,836.00 | 197,870.00 | 99.98% |
| Expense | | | | | |
| City Clerk | 111 | | | | |
| Agenda Management System | 64315 | 0.00 | 8,070.00 | 13,000.00 | 62.07% |
| Document Management System | 64316 | 0.00 | 0.00 | 9,000.00 | 0.00% |
| Council Chamber Technology | 64317 | 0.00 | 626.09 | 6,462.63 | 9.68% |
| Computer Server | 64318 | 0.00 | 9,988.72 | 12,000.00 | 83.23% |
| Total City Clerk | | 0.00 | 18,684.81 | 40,462.63 | 46.18% |
| Police | 210 | | | | |
| Mobile Data Terminals | 66305 | 0.00 | 12,217.49 | 18,215.66 | 67.07% |
| Portable Radios | 66306 | 0.00 | 57,931.66 | 62,800.00 | 92.24% |
| Total Police | | 0.00 | 70,149.15 | 81,015.66 | 86.59% |
| Park Parking Lot | 528 | | | | |
| Parking Lot Improvements & Repairs | 66425 | 13,000.00 | 97,556.27 | 73,500.00 | 132.72% |
| Total Park Parking Lot | | 13,000.00 | 97,556.27 | 73,500.00 | 132.73% |
| Total Expense | | 13,000.00 | 186,390.23 | 194,978.29 | 95.60% |
| Other Financing Sources and Uses | | | | | |
| Park Parking Lot | 528 | | | | |
| Transfers Out to Other Funds | 81002 | (30,000.00) | (30,000.00) | (30,000.00) | 100.00% |
| Total Park Parking Lot | | (30,000.00) | (30,000.00) | (30,000.00) | 100.00% |
| Total Other Financing Sources and Uses | | (30,000.00) | (30,000.00) | (30,000.00) | 100.00% |
| Excess(Deficit) of Revenue Over Expenditures | | (43,000.00) | (18,554.23) | (27,108.29) | 68.44% |

City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail
231 - BSCC-Officer Wellness & Mental Health Grant
 From 6/1/2023 Through 6/30/2023

| | | <u>June 2023 Actual</u> | <u>FY 2023 Actual YTD</u> | <u>FY 2023 Budget - Revised</u> | <u>Percent of Budget Used</u> |
|---|-------|-----------------------------|-------------------------------|-------------------------------------|-----------------------------------|
| Revenue | | | | | |
| Police | 210 | | | | |
| Officer Wellness & Mental Health Grant | 47761 | 0.00 | 15,000.00 | 0.00 | 0.00% |
| Total Police | | <u>0.00</u> | <u>15,000.00</u> | <u>0.00</u> | <u>0.00%</u> |
| Total Revenue | | <u>0.00</u> | <u>15,000.00</u> | <u>0.00</u> | <u>0.00%</u> |
| Excess(Deficit) of Revenue Over Expenditures | | 0.00 | 15,000.00 | 0.00 | 0.00% |

**City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail**

301 - Capital Projects
From 6/1/2023 Through 6/30/2023

| | | <u>June 2023 Actual</u> | <u>FY 2023 Actual YTD</u> | <u>FY 2023 Budget - Revised</u> | <u>Percent of Budget Used</u> |
|--|-------|-----------------------------|-------------------------------|-------------------------------------|-----------------------------------|
| Expense | | | | | |
| Safeway Repairs | 535 | | | | |
| Parking Lot Improvements & Repairs | 66425 | 33,677.00 | 34,050.50 | 35,000.00 | 97.28% |
| Total Safeway Repairs | | <u>33,677.00</u> | <u>34,050.50</u> | <u>35,000.00</u> | <u>97.29%</u> |
| Total Expense | | <u>33,677.00</u> | <u>34,050.50</u> | <u>35,000.00</u> | <u>97.29%</u> |
| Other Financing Sources and Uses | | | | | |
| Safeway Repairs | 535 | | | | |
| Transfers In from GF | 82001 | 35,000.00 | 35,000.00 | 35,000.00 | 100.00% |
| Total Safeway Repairs | | <u>35,000.00</u> | <u>35,000.00</u> | <u>35,000.00</u> | <u>100.00%</u> |
| Total Other Financing Sources and Uses | | <u>35,000.00</u> | <u>35,000.00</u> | <u>35,000.00</u> | <u>100.00%</u> |
| Excess(Deficit) of Revenue Over Expenditures | | 1,323.00 | 949.50 | 0.00 | 0.00% |

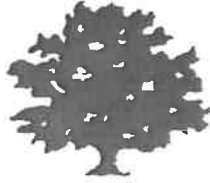
**City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail**

311 - Prop 68 Grant Fund
From 6/1/2023 Through 6/30/2023

| | | June 2023 Actual | FY 2023 Actual YTD | FY 2023 Budget - Revised | Percent of Budget Used |
|--|-------|---------------------|-----------------------|-----------------------------|---------------------------|
| Revenue | | | | | |
| Non Department Specific | 000 | | | | |
| Prop 68 Grant | 47751 | 0.00 | 177,952.00 | 177,952.00 | 100.00% |
| Total Non Department Specific | | 0.00 | 177,952.00 | 177,952.00 | 100.00% |
| Total Revenue | | 0.00 | 177,952.00 | 177,952.00 | 100.00% |
| Expense | | | | | |
| Park Parking Lot/Accessibility Project | 531 | | | | |
| Park Improvements | 66420 | 0.00 | 24,049.72 | 24,049.72 | 100.00% |
| Total Park Parking Lot/Accessibility Project | | 0.00 | 24,049.72 | 24,049.72 | 100.00% |
| Total Expense | | 0.00 | 24,049.72 | 24,049.72 | 100.00% |
| Other Financing Sources and Uses | | | | | |
| Non Department Specific | 000 | | | | |
| Transfers In from Other Funds | 82002 | 30,000.00 | 30,000.00 | 30,000.00 | 100.00% |
| Total Non Department Specific | | 30,000.00 | 30,000.00 | 30,000.00 | 100.00% |
| Total Other Financing Sources and Uses | | 30,000.00 | 30,000.00 | 30,000.00 | 100.00% |
| Excess(Deficit) of Revenue Over Expenditures | | 30,000.00 | 183,902.28 | 183,902.28 | 100.00% |

City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail
321 - SBR Engineering Fund
 From 6/1/2023 Through 6/30/2023

| | | June 2023 Actual | FY 2023 Actual YTD | FY 2023 Budget - Revised | Percent of Budget Used |
|--|-------|---------------------|-----------------------|-----------------------------|---------------------------|
| Expense | | | | | |
| SBR Engineering | 518 | | | | |
| Contract Services - Engineering | 63611 | 0.00 | 0.00 | 505,830.00 | 0.00% |
| Total SBR Engineering | | 0.00 | 0.00 | 505,830.00 | 0.00% |
| Total Expense | | 0.00 | 0.00 | 505,830.00 | 0.00% |
| Excess(Deficit) of Revenue Over Expenditures | | 0.00 | 0.00 | (505,830.00) | 0.00% |



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: August 22, 2023

TO: Honorable Mayor and Members of the City Council

FROM: John Guertin, City Manager

SUBJECT: Receive July 2023 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

Receive financial reports for the month of July 2023.

Background

The City Council routinely receives financial reports for the previous month.

Summary & Discussion

Attached are the following financial statements:

- July 2023 Cash Balances – The report shows where the City’s funds are invested. The City continue to have a healthy cash balance \$13,304,689, of which \$4,618,894 are unrestricted.
- July 2023 Checks Issued Register –This is a listing of all the payments issued during the month. The total checks issued of \$416,156 includes June expenses that were paid in July, but do not appear in July’s expenditure report. The June expenses are accrued back to FY 22-23.
- July 2023 General Fund Summary – This is a one-page summary of the General Fund, the City’s main operating fund. For the month of July, the General Fund shows revenue of \$293,434. The General Fund shows an operating deficit of \$168,896. At 8.33% of the year (1 month) the expenditures are at 9.84% of the budget, which is typical because many large payments are made in July. The entire CalPERS UAL payment is made in July to take advantage of the savings by pre-paying for the year. A large part of the liability and workers comp premiums are also paid in July.
- July 2023 YTD Budget v. Actual Detail – This report shows the line-item detail for all revenues and expenditures by fund and department.

Fiscal Impacts

None. This is informational only.

Recommendation

Staff recommends receiving the reports.

ATTACHMENTS:

- July 2023 Cash and Investment
- July 2023 Checks Register
- July 2023 General Fund Summary
- July 2023 YTD Budget v. Actual Detail

Respectfully Submitted,

John Guertin
City Manager

**City of Del Rey Oaks
Summary of Cash & Investments
As of 07/31/2023**

Accounts

Unrestricted

| | | |
|------------------------------------|---------------------|--------|
| General Checking | \$ 533,382.15 | |
| Local Agency Investment Fund | | |
| Reserve for Economic Uncertainties | 1,652,182.00 | 3.305% |
| Unappropriated Funds | 2,196,306.37 | 3.305% |
| Total Unrestricted | <u>4,381,870.52</u> | |

Restricted

| | | |
|---|---------------------|----|
| PARS | 322,928.03 | |
| Dev - Monterey Peninsula Partner | 9,062.62 | 0% |
| Fidelity Title Escrow Acct - GJM/SBR Intersection | 1,056,168.00 | 0% |
| Fidelity Title Escrow Acct - SBR Construction | 7,268,813.00 | 0% |
| Total Restricted | <u>8,656,971.65</u> | |

Total Cash and Investments \$ 13,038,842.17

City of Del Rey Oaks
Check/Voucher Register
From 07/01/2023 Through 07/31/2023

| Check Number | Payee | Transaction Description | Check Amount |
|--------------|---|---|--------------|
| 21422 | ADVANCED AIR, INC. | Zoning System for PD and Council Chambers, Thermostats & Zoning System & Dampers | 6,918.00 |
| 21423 | A.F. Electric | Troubleshoot Power to Fire Truck Stations | 370.00 |
| 21424 | ALLIANT INSURANCE | Mobile Vehicle Program Policy Renewal - 07/01/23 to 07/01/2024 | 4,267.00 |
| 21425 | AMBAG | FY 2023-2024 Member Jurisdiction Dues and Board Member Meeting Allowance | 862.59 |
| 21426 | AMERICAN SUPPLY COMPANY | Office Supplies | 12.24 |
| 21427 | ATHEA OCCUPATIONAL MEDICINE | Pre-Employment Physical | 870.00 |
| 21428 | BRIAN PEREZ | Employee Reimbursement - Travel/Training FY 2023 | 1,993.28 |
| | BRIAN PEREZ | Employee Reimbursement - Wellness Program | 600.00 |
| 21429 | CALIFORNIA-AMERICAN WATER | Acct #1015-210018796550 Period 05/19/23 to 06/20/23 | 39.36 |
| | CALIFORNIA-AMERICAN WATER | Acct #1015-210018799016 Period 05/19/23 to 06/20/23 | 39.36 |
| | CALIFORNIA-AMERICAN WATER | Acct #1015-21001886991 Period 05/19/23 to 06/20/23 | 217.99 |
| | CALIFORNIA-AMERICAN WATER | Acct #1015-210021092445 Period 05/19/23 to 06/20/23 | 39.36 |
| | CALIFORNIA-AMERICAN WATER | Acct #1015-210021327653 Period 05/19/23 to 06/20/23 | 173.25 |
| | CALIFORNIA-AMERICAN WATER | Acct #1015-210021396208 Period 05/19/23 to 06/20/23 | 61.45 |
| | CALIFORNIA-AMERICAN WATER | Acct #1015-210021397607 Period 05/18/23 to 06/20/23 | 98.85 |
| 21430 | Christopher L. Bourquin | Employee Reimbursement - Travel Expense 05/07/23 to 05/12/23 | 1,161.35 |
| | Christopher L. Bourquin | Employee Reimbursement - Travel Expense 05/21/23 to 05/24/23 | 1,013.35 |
| | Christopher L. Bourquin | Employee Reimbursement - Travel Expense 06/11/23 to 06/16/23 | 1,161.35 |
| | Christopher L. Bourquin | Employee Reimbursement - Wellness Program | 614.13 |
| 21431 | CivicPlus, LLC | Municode Meeting Premium Annual 06/01/23 to 05/31/2024 | 4,920.00 |
| | CivicPlus, LLC | Municode OrdBank Subscription & OrdLink Period 07/01/23 to 06/30/24 | 315.00 |
| | CivicPlus, LLC | Online Code Hosting Period 07/01/23 to 06/30/24 | 414.75 |
| 21432 | County of Santa Clara | COPYLINK South Bay Information Sharing System - 01/01/23 to 12/31/2023 | 317.40 |
| 21433 | CRITICAL REACH INC | 2023 APBnet Annual Support Fee | 300.00 |
| 21434 | DAVID NGUYEN | Employee Reimbursement - Wellness Program | 614.01 |
| 21436 | DENISE DUFFY & ASSOCIATES | AUGUST 2022 - REAP Grant, Task #779-B | 758.50 |
| | DENISE DUFFY & ASSOCIATES | DECEMBER 2022 - #9614 Task 779A LEAP Grant Consulting | 1,948.50 |
| | DENISE DUFFY & ASSOCIATES | DECEMBER 2022 - REAP Grant #779-B | 1,144.50 |
| | DENISE DUFFY & ASSOCIATES | NOVEMBER 2022 - #9614 TASK 779A LEAP Grant consulting | 1,642.50 |
| | DENISE DUFFY & ASSOCIATES | OCTOBER 2022 - #9614 Task 779A LEAP Grant Consulting | 3,911.00 |
| | DENISE DUFFY & ASSOCIATES | OCTOBER 2022 - REAP Grant #779-B Task #1 | 1,755.00 |
| | DENISE DUFFY & ASSOCIATES | SEPTEMBER 2022 - #9614 Task #772 DRO - Former Ft. Ord/Developer | 1,796.00 |
| | DENISE DUFFY & ASSOCIATES | SEPTEMBER 2022 - #9614 Task 779A LEAP Grant Consulting | 787.00 |
| | DENISE DUFFY & ASSOCIATES | SEPTEMBER 2022 - DRO, MPE Task #783 | 390.00 |
| | DENISE DUFFY & ASSOCIATES | SEPTEMBER 2022 - HMP Compliance, Task #782 | 3,980.00 |
| | DENISE DUFFY & ASSOCIATES | SEPTEMBER 2022 - Task 776, DRO General On-Call Consulting | 2,307.50 |
| | DENISE DUFFY & ASSOCIATES | SEPTEMBER 2022 - REAP Grant, Task 779-B | 1,041.00 |
| | DENISE DUFFY & ASSOCIATES | DECEMBER 2022 - Task 782, DRO HMP Compliance | 985.00 |
| | DENISE DUFFY & ASSOCIATES | NOVEMBER 2022 - TASK 782, DRO HMP Compliance | 899.50 |
| | DENISE DUFFY & ASSOCIATES | OCTOBER 2022 - TASK #782 DRO, HMP Compliance | 1,342.00 |
| 21437 | DEPT OF CONSERVATION | SMIP Fees - Period 04/01/23 to 06/30/23 | 33.05 |
| 21438 | ECONOMIC&PLANNING SYSTEMS, INC. | Project 222079 DRO Fort Ord Developer Selection & Negotiation - Period 12/1/22 to 5/31/23 | 5,030.00 |
| 21439 | EMERGENCY VEHICLE SPECIALISTS, INC. | Units #91, 92 & 93 - Installation of kits | 1,394.85 |
| 21440 | G.P.S. SOLUTIONS | June 2023 - Building Permits, Plan Check Fees, Inspections | 7,885.33 |
| 21441 | Hana Gardens Seaside | Supplies | 295.79 |
| 21442 | HDL COMPANIES-HINDERLITER, DE LLAMAS & ASSOC. | Q4/2022 Contract Service - Sales Tax (April-June 2023) Audit Service | 870.85 |
| 21443 | I.M.P.A.C.GOVERNMENT SER | Acct #4246044555649924 06/06/23 to 06/22/23 Charges | 2,038.44 |
| 21444 | JAMES DE CHALK | June 2023 - Janitorial Service | 500.00 |
| 21445 | KRISTOFER MOORE | Employee Reimbursement - Travel Expense | 1,190.46 |
| 21446 | MARTINS IRRIGATION SUPPLY, INC. | Supplies | 391.33 |
| 21447 | MONTEREY BAY TECHNOLOGIES | April 2023 - IT Service / Retainer | 1,800.00 |
| | MONTEREY BAY TECHNOLOGIES | July 2023 - IT Services Retainer | 1,800.00 |
| | MONTEREY BAY TECHNOLOGIES | May and June 2023 - IT Services / Retainer | 3,600.00 |
| | MONTEREY BAY TECHNOLOGIES | Supplies | 38.23 |
| 21448 | Monterey County, Environmental Health | Direct Cost-Per MOA for Services rendered 01/01/23 to 03/31/23 Inv 22SM5866 | 167.87 |
| 21449 | Motorola Solutions | Cust #1036951425 In Car System w/ Body Worn Camera Period 12/11/22 to 12/10/23 | 21,319.32 |
| 21450 | ODP Business Solutions, LLC | Supplies | 194.91 |
| 21451 | PRECISION ALARMS AND AUTOMATION | June 2023 - Monthly Alarm Service Monitoring | 170.00 |
| 21452 | PUBLIC AGENCY RISK MANAGEMENT ASSOCIATION | Public Entity Membership (PARMA) | 300.00 |
| 21453 | PURE WATER | Supplies | 44.25 |
| 21454 | ROGER GUZMAN | Employee Reimbursement - Wellness Program | 612.44 |
| 21455 | RON FUCCI | Employee Reimbursement - Wellness Program | 576.93 |
| 21456 | Sergio's Auto Body & Paint | Repair on 2014 dodge Charger | 1,712.56 |
| 21457 | TAMC | Congestion Management & Traffic Monitoring Planning - FY 2023/2024 | 540.00 |
| 21458 | THE MAYNARD GROUP | June 2023 - Monthly Telephone Service | 67.00 |
| 21459 | THOMAS DOWSON | Employee Reimbursement - Training | 330.00 |
| | THOMAS DOWSON | Employee Reimbursement - Training /Travel | 1,152.71 |
| 21460 | TORRES ELECTRIC | Canyon Del Rey Hand Dryer repairs / Park Restrooms | 495.00 |

**City of Del Rey Oaks
Check/Voucher Register
From 07/01/2023 Through 07/31/2023**

| Check Numbe | Payee | Transaction Description | Check Amount |
|---------------------|---|--|-------------------|
| | TORRES ELECTRIC | Emergency Panel Replacement due to PG&E Riser | 3,100.00 |
| 21461 | US Bank Equipment Finance | Cust #500-0673430 Minolta Copier | 397.84 |
| 21462 | Verizon | Acct #342533778-00001 Mobile Service 05/24 to 06/23/2023 | 80.02 |
| 21463 | VSP | VISION PLAN - JULY 2023 | 261.27 |
| 21464 | YSS Builders | Repair of Vandalism to Public Restroom Walls in Park | 693.00 |
| 21466 | AMERICAN LOCK & KEY | Supplies | 36.05 |
| 21467 | AT&T CAL NET 2 | Acct# 9391081967 - Mobil Service Period 06/15/23 to 07/14/2023 FY 2024 | 838.74 |
| 21468 | AT&T MOBILITY | Acct #287304221758 Wireless Service Period 07/03 to 08/02/2023 | 40.24 |
| 21469 | BRIAN PEREZ | Employee Reimbursement - Training | 685.86 |
| 21470 | CITY OF SEASIDE | Cust #1000 - Fire Contract 4th Qtr 04-01-23 to 06-30-23 | 54,775.50 |
| 21471 | CoPower | DENTAL COVERAGE AUGUST 2023 | 2,113.54 |
| 21472 | COMCAST BUSINESS | Acct #8155100280008479 Internet Service Period 07-10-23 to 08-09-23 | 358.31 |
| 21473 | CORELOGIC SOLUTIONS, LLC. | RQ2 Flat Fee Limited Doc Fee Service Plan for JUNE 2023 - FY 2023 | 154.50 |
| 21474 | CORONADO DEISEL MOBILE SERVICES | Battery & Cables replacement for Polaris EV Unit | 285.00 |
| | CORONADO DEISEL MOBILE SERVICES | Oil and Lube repair work on #95 Ford Explorer | 321.59 |
| | CORONADO DEISEL MOBILE SERVICES | Repair to Left front light signal - #97 Ford | 733.91 |
| 21475 | DENISE DUFFY & ASSOCIATES | MAY 2023 - #9614 Task #772 Former Ft Ord/Developer | 1,539.00 |
| | DENISE DUFFY & ASSOCIATES | MAY 2023 - LEAP Grant Consulting Task #779-A | 714.00 |
| | DENISE DUFFY & ASSOCIATES | MAY 2023 - MPE Task #783 | 3,667.00 |
| | DENISE DUFFY & ASSOCIATES | MAY 2023 - REAP Grant #779-B | 2,300.00 |
| | DENISE DUFFY & ASSOCIATES | MAY 2023 - DRO General On-Call Consulting Task #776 | 5,199.25 |
| | DENISE DUFFY & ASSOCIATES | MAY 2023 - HMP Compliance, Task #782 | 513.00 |
| 21476 | Dominic Sampolo | Refund Deposit for West BBQ Area | 100.00 |
| 21477 | Michelle Franco & Andre Barry | Refund of West BBQ Fee | 50.00 |
| 21478 | Hana Gardens Del Rey Oaks | Supplies | 59.13 |
| 21479 | International Institute of Municipal Clerks | ID#44370 -Annual Membership Renewal for FY 23/24 thru to 09/30/24 | 210.00 |
| 21480 | JEFF ANDOY | Employee Reimbursement - Training | 424.35 |
| 21481 | Justin Tang | Employee Reimbursement - Uniform | 737.26 |
| 21482 | Lexipol, LLC | FY 2024 - Cordico Law Enforcement Wellness App Period - 07/01/2023 to 06/30/2024 | 1,999.00 |
| | Lexipol, LLC | JUNE 2023 - Cordico Law Enforcement Wellness App Period 06/01/23 - 06/30/23 | 166.58 |
| 21483 | MONTEREY BAY TECHNOLOGIES | APRIL 2023 - ESET EndPoint Protection Adv Renewal Anti-Virus 01/2023 to 01/2024 | 780.00 |
| | MONTEREY BAY TECHNOLOGIES | APRIL 2023 - MicroSoft Office 365 Software Subscription renewal - 03/30/23 to 03/29/23 | 3,057.20 |
| | MONTEREY BAY TECHNOLOGIES | DEC 2022 - Adobe Acrobat Pro 2020 | 1,448.95 |
| | MONTEREY BAY TECHNOLOGIES | DEC 2023 - CyberPower 1350VA UPS Power Supply for PD | 141.36 |
| 21484 | MONTEREY COUNTY SHERIFF | FY 2023 - Criminal Justice Information Systems for QE 06/30/23 | 3,688.41 |
| 21485 | NEILL ENGINEERS CORP | April 2023 to June 2023 - Retainer | 300.00 |
| 21486 | ODP Business Solutions, LLC | June 2023 - Supplies | 55.55 |
| 21487 | Performa Labs, Inc. | Use of Force Course | 1,875.00 |
| 21488 | PG&E | Acct #6817283169-2 Service Period 06/13/23 to 07/13/23 | 59.93 |
| | PG&E | Acct#4283033409-2 PGE services 05-23-23 to 06-21-23 | 760.82 |
| | PG&E | Acct#4283033409-2 PGE services 05-23-23 to 06-21-23 | 1,054.47 |
| 21489 | Quality Print & Copy | Supplies | 121.88 |
| 21490 | REGIONAL GOVERNMENT SERIVCES | JUNE 2023 - Contract Services | 27,868.79 |
| 21491 | Kai Drechsler | Supplies - Police ID Cards | 110.00 |
| 21492 | Stericycle, Inc. | JUNE 2023 - Shredding Service | 155.70 |
| 21493 | TERMINIX | JUNE 2023 - Pest Control | 102.00 |
| 21494 | Third Degree Communications, Inc. | FY 2023 - Internal Affairs -IA August 14-16, 2023 | 595.00 |
| 21495 | Veritone, Inc | FY 2024 Period 07/17/23 to 07/16/24 - Contact Applications | 1,700.00 |
| 07312023-1 | ADP | ADP fees | 566.48 |
| 07312023-2 | P.E.R.S.-HEALTH | CalPERS 1800 Health 07/2023 | 27,306.20 |
| 07312023-3 | WEX BANK-CHEVRON | Fuel charges for 07/2023 | 2,361.15 |
| | WEX BANK-CHEVRON | Fuel fees 07/2023 | 468.57 |
| 20230701-1 | PERS | CalPERS 1900 457 (06/23 & 07/07) Contribution 07/15/23 | 3,500.00 |
| | PERS | PERS 3100 Contribution Retirement 06/17-06/30/23 -Plan 25623 | 2,813.92 |
| | PERS | PERS 3100 Contribution Retirement 06/17-06/30/23 -Plan 26934 | 1,630.41 |
| | PERS | PERS 3100 Contribution Retirement 6/17-06/30/23 -Plan 1364 | 523.85 |
| | PERS | PERS 3100 Contribution Retirement 06/17-06/30/23 -Plan 1365 | 4,106.11 |
| PERS071823 | PERS | PERS UAL FY23/24 Annual Payment Plan #1364 | 36,879.00 |
| | PERS | PERS UAL FY23/24 Annual Payment Plan #1365 | 102,938.00 |
| Report Total | | | 416,156.08 |

City of Del Rey Oaks
Statement of Revenues and Expenditures-General Fund Summary
100 - General Fund

From 7/1/2023 Through 7/31/2023

| | Current Month Actual | Year to Date Actual | YTD Budget - Revised | Percent Collected/Spent |
|--|-------------------------|------------------------|-------------------------|----------------------------|
| Revenue | | | | |
| Property Taxes | 0.00 | 0.00 | 767,700.00 | 0.00% |
| Sales Tax | 112,776.21 | 112,776.21 | 1,313,000.00 | 8.58% |
| Other Taxes | 82,454.98 | 82,454.98 | 487,500.00 | 16.91% |
| Licenses and Permits | 45,550.00 | 45,550.00 | 286,300.00 | 15.90% |
| Fines and Forfeitures | 637.55 | 637.55 | 10,200.00 | 6.25% |
| Other Revenue | 30,244.64 | 30,244.64 | 12,200.00 | 247.90% |
| Grants | 11,128.60 | 11,128.60 | 258,700.00 | 4.30% |
| Airport Police Services | 0.00 | 0.00 | 1,376,500.00 | 0.00% |
| Current Services | 10,642.00 | 10,642.00 | 186,700.00 | 5.70% |
| Total Revenue | 293,433.98 | 293,433.98 | 4,698,800.00 | 6.24% |
| Expenditures | | | | |
| Council | 1,058.08 | 1,058.08 | 32,200.00 | 3.28% |
| City Clerk | 63,356.44 | 63,356.44 | 443,900.00 | 14.27% |
| City Manager | 27,103.30 | 27,103.30 | 318,300.00 | 8.51% |
| Audit/Treasurer | 27,868.79 | 27,868.79 | 288,100.00 | 9.67% |
| Legal | 0.00 | 0.00 | 201,500.00 | 0.00% |
| Planning & Building Regulation | 13,719.25 | 13,719.25 | 105,400.00 | 13.01% |
| Government Buildings | 102.00 | 102.00 | 19,100.00 | 0.53% |
| Non-Departmental | 1,402.59 | 1,402.59 | 42,700.00 | 3.28% |
| Police | 253,522.78 | 253,522.78 | 2,662,970.00 | 9.52% |
| Fire/Animal Control | 54,775.50 | 54,775.50 | 227,600.00 | 24.06% |
| Public Works/Streets | 18,456.32 | 18,456.32 | 313,530.00 | 5.88% |
| Parks/Recreation | 964.77 | 964.77 | 43,500.00 | 2.21% |
| Total Expenditures | 462,329.82 | 462,329.82 | 4,698,800.00 | 9.84% |
| Net Revenues | (168,895.84) | (168,895.84) | 0.00 | 0.00% |
| Other Financing Sources and Uses | | | | |
| Uses | | | | |
| Transfers Out to CIP | 0.00 | 0.00 | (193,900.00) | 0.00% |
| Total Uses | 0.00 | 0.00 | (193,900.00) | 0.00% |
| Total Other Financing Sources and Uses | 0.00 | 0.00 | (193,900.00) | 0.00% |
| Net Revenues After Other Financing Sources and Uses | (168,895.84) | (168,895.84) | (193,900.00) | 87.10% |

City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail

100 - General Fund

From 7/1/2023 Through 7/31/2023

| | | July 2023 Actual | FY 2024 Actual YTD | FY 2024 Budget - Revised | Percent of Budget Used |
|---|-------|---------------------|-----------------------|-----------------------------|---------------------------|
| Revenue | | | | | |
| Non Department Specific | 000 | | | | |
| P/T-Secured | 41110 | 0.00 | 0.00 | 531,000.00 | 0.00% |
| P/T-Unsecured | 41120 | 0.00 | 0.00 | 24,500.00 | 0.00% |
| P/T-Prior Secured | 41130 | 0.00 | 0.00 | 6,100.00 | 0.00% |
| Prior Unsecured | 41140 | 0.00 | 0.00 | 100.00 | 0.00% |
| P/T-Unitary Tax | 41150 | 0.00 | 0.00 | 10,000.00 | 0.00% |
| P/T-Supplemental Roll (SB813) | 41160 | 0.00 | 0.00 | 12,200.00 | 0.00% |
| Property Tax - VLF | 41170 | 0.00 | 0.00 | 183,000.00 | 0.00% |
| Prop Tax-Interest/Penalty | 41180 | 0.00 | 0.00 | 800.00 | 0.00% |
| Sales Tax | 42210 | 39,861.17 | 39,861.17 | 470,000.00 | 8.48% |
| Sales Tax - 145 (Measure S-1%) | 42220 | 48,648.48 | 48,648.48 | 562,000.00 | 8.65% |
| Sales Tax -409 (Measure R 1/2%) | 42221 | 24,266.56 | 24,266.56 | 281,000.00 | 8.63% |
| Cannabis Tax | 42222 | 11,006.78 | 11,006.78 | 99,000.00 | 11.11% |
| Transient Occupancy Tax | 42230 | 44,762.92 | 44,762.92 | 190,000.00 | 23.55% |
| Property Transfer Tax | 42250 | 528.00 | 528.00 | 5,000.00 | 10.56% |
| Sewer Impact | 42290 | 0.00 | 0.00 | 15,000.00 | 0.00% |
| Business Licenses | 42310 | 41,653.44 | 41,653.44 | 210,000.00 | 19.83% |
| Gas Franchises | 42761 | 0.00 | 0.00 | 8,000.00 | 0.00% |
| Electric Franchises | 42762 | 0.00 | 0.00 | 21,500.00 | 0.00% |
| Garbage Franchises | 42763 | 26,157.28 | 26,157.28 | 100,000.00 | 26.15% |
| Cable Tv Franchises | 42764 | 0.00 | 0.00 | 26,000.00 | 0.00% |
| Water Franchises | 42765 | 0.00 | 0.00 | 23,000.00 | 0.00% |
| SB1186 Disability Access Fund | 43311 | 264.00 | 264.00 | 1,000.00 | 26.40% |
| SB1473 Environmental Assessment Fee | 43312 | 3.00 | 3.00 | 100.00 | 3.00% |
| Building Permits | 43320 | 1,590.58 | 1,590.58 | 40,000.00 | 3.97% |
| Cannabis Business Permit | 43325 | 0.00 | 0.00 | 10,000.00 | 0.00% |
| Plan Check Fees | 43330 | 1,552.98 | 1,552.98 | 17,000.00 | 9.13% |
| Street Opening Permits Fees | 43340 | 500.00 | 500.00 | 5,000.00 | 10.00% |
| Plumbing Permits | 43350 | 250.00 | 250.00 | 1,600.00 | 15.62% |
| Electrical Permits | 43360 | 0.00 | 0.00 | 1,600.00 | 0.00% |
| Other Licenses/Permits | 43390 | 0.00 | 0.00 | 1,000.00 | 0.00% |
| Fines & Forfeitures | 45000 | 328.55 | 328.55 | 200.00 | 164.27% |
| Vehicle Code Fines | 45510 | 309.00 | 309.00 | 5,000.00 | 6.18% |
| Parking and Admin Fines | 45512 | 0.00 | 0.00 | 5,000.00 | 0.00% |
| Interest Earned | 46100 | 29,980.64 | 29,980.64 | 10,000.00 | 299.80% |
| Rental Income - Garden Ctr | 46815 | 3,000.00 | 3,000.00 | 36,000.00 | 8.33% |
| Rental Income - Airport RV | 46816 | 2,300.00 | 2,300.00 | 35,000.00 | 6.57% |
| Rental Income - PW Bldg | 46817 | 0.00 | 0.00 | 24,000.00 | 0.00% |
| HOPTR | 47130 | 0.00 | 0.00 | 1,200.00 | 0.00% |
| COPS | 47240 | 8,333.33 | 8,333.33 | 165,200.00 | 5.04% |
| SB1383 Organics Recycling | 47243 | 0.00 | 0.00 | 9,000.00 | 0.00% |
| Prop 172 | 47750 | 1,400.05 | 1,400.05 | 25,000.00 | 5.60% |
| Wellness Program | 47760 | 0.00 | 0.00 | 7,500.00 | 0.00% |
| Police Grants & Other Reimbursements | 47780 | 0.00 | 0.00 | 5,000.00 | 0.00% |
| POST Reimbursements | 47781 | 1,395.22 | 1,395.22 | 3,000.00 | 46.50% |
| DEA Reimbursements | 47782 | 0.00 | 0.00 | 44,000.00 | 0.00% |
| Police Service Fees | 48210 | 200.00 | 200.00 | 1,000.00 | 20.00% |
| Police Services-Special Events | 48211 | 0.00 | 0.00 | 48,000.00 | 0.00% |

**City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail**

100 - General Fund
From 7/1/2023 Through 7/31/2023

| | | July 2023 Actual | FY 2024 Actual YTD | FY 2024 Budget - Revised | Percent of Budget Used |
|--------------------------------------|-------|---------------------|-----------------------|-----------------------------|---------------------------|
| Public Events | 48212 | 0.00 | 0.00 | 5,000.00 | 0.00% |
| Use Permits | 48805 | 4,325.89 | 4,325.89 | 20,000.00 | 21.62% |
| Maps/Publications | 48810 | 0.00 | 0.00 | 100.00 | 0.00% |
| Property Inspections | 48825 | 250.00 | 250.00 | 4,500.00 | 5.55% |
| Miscellaneous Revenue | 48840 | 16.11 | 16.11 | 10,000.00 | 0.16% |
| Rental - Park | 48910 | 550.00 | 550.00 | 3,100.00 | 17.74% |
| Total Non Department Specific | | 293,433.98 | 293,433.98 | 3,322,300.00 | 8.83% |
| Police | 210 | | | | |
| Airport Police Services | 48220 | 0.00 | 0.00 | 1,376,500.00 | 0.00% |
| Total Police | | 0.00 | 0.00 | 1,376,500.00 | 0.00% |
| Total Revenue | | 293,433.98 | 293,433.98 | 4,698,800.00 | 6.24% |
| Expense | | | | | |
| Council | 110 | | | | |
| Council Member Stipend | 61115 | 625.00 | 625.00 | 7,500.00 | 8.33% |
| Medicare | 61130 | 9.06 | 9.06 | 200.00 | 4.53% |
| Social Security | 61131 | 38.75 | 38.75 | 500.00 | 7.75% |
| Unemployment Ins-Fed & State | 61132 | 3.75 | 3.75 | 100.00 | 3.75% |
| Dental Expense | 61135 | 381.52 | 381.52 | 11,400.00 | 3.34% |
| Membership Dues-Professional Org | 64550 | 0.00 | 0.00 | 4,000.00 | 0.00% |
| Strategic Planning | 64570 | 0.00 | 0.00 | 5,000.00 | 0.00% |
| Travel Expenses | 64610 | 0.00 | 0.00 | 3,500.00 | 0.00% |
| Total Council | | 1,058.08 | 1,058.08 | 32,200.00 | 3.29% |
| City Clerk | 111 | | | | |
| Payroll | 61105 | 10,999.75 | 10,999.75 | 149,600.00 | 7.35% |
| Temp Payroll | 61107 | 0.00 | 0.00 | 10,000.00 | 0.00% |
| Overtime | 61110 | 1,076.81 | 1,076.81 | 20,000.00 | 5.38% |
| PERS UAL | 61124 | 36,879.00 | 36,879.00 | 36,900.00 | 99.94% |
| PERS Retirement | 61125 | 401.29 | 401.29 | 13,800.00 | 2.90% |
| Medicare | 61130 | 173.29 | 173.29 | 2,200.00 | 7.87% |
| Unemployment Ins-Fed & State | 61132 | 0.00 | 0.00 | 200.00 | 0.00% |
| Dental Expense | 61135 | 190.76 | 190.76 | 3,200.00 | 5.96% |
| Health Insurance | 61140 | 3,692.39 | 3,692.39 | 60,500.00 | 6.10% |
| Health Insurance -Retiree | 61141 | 0.00 | 0.00 | 1,800.00 | 0.00% |
| Vision Ins | 61145 | 16.51 | 16.51 | 500.00 | 3.30% |
| Workers Comp and EAP | 61150 | 0.00 | 0.00 | 9,100.00 | 0.00% |
| Wellness Program | 61155 | 0.00 | 0.00 | 1,000.00 | 0.00% |
| Materials/Supply | 62410 | 188.14 | 188.14 | 16,300.00 | 1.15% |
| Office Supplies | 62430 | 154.50 | 154.50 | 11,200.00 | 1.37% |
| Repair/Maintenance | 63505 | 447.84 | 447.84 | 3,000.00 | 14.92% |
| Shredding Services | 63509 | 77.85 | 77.85 | 1,000.00 | 7.78% |
| Telephone | 63530 | 459.61 | 459.61 | 7,700.00 | 5.96% |
| Website Design & Maintenance | 63535 | 0.00 | 0.00 | 3,800.00 | 0.00% |
| Postage / Shipping | 63540 | 0.00 | 0.00 | 4,000.00 | 0.00% |
| Training | 63605 | 0.00 | 0.00 | 5,000.00 | 0.00% |
| Insurance-Liability | 63620 | 0.00 | 0.00 | 17,370.00 | 0.00% |
| Insurance-Property | 63621 | 0.00 | 0.00 | 230.00 | 0.00% |
| Contract Services - IT | 63635 | 900.00 | 900.00 | 6,000.00 | 15.00% |
| HR Services-RGS | 63652 | 0.00 | 0.00 | 31,500.00 | 0.00% |
| Software/Server Subscription | 64310 | 1,838.95 | 1,838.95 | 2,000.00 | 91.94% |
| Agenda Management System | 64315 | 4,920.00 | 4,920.00 | 5,000.00 | 98.40% |
| Document Management System | 64316 | 0.00 | 0.00 | 1,500.00 | 0.00% |

**City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail**

100 - General Fund
From 7/1/2023 Through 7/31/2023

| | | July 2023 Actual | FY 2024 Actual YTD | FY 2024 Budget - Revised | Percent of Budget Used |
|---|------------|---------------------|-----------------------|-----------------------------|---------------------------|
| Municipal Code Service | 64320 | 729.75 | 729.75 | 10,000.00 | 7.29% |
| Membership Dues-Professional Org | 64550 | 210.00 | 210.00 | 3,200.00 | 6.56% |
| Membership Dues-Government Agency | 64552 | 0.00 | 0.00 | 1,300.00 | 0.00% |
| Printing / Publications | 64575 | 0.00 | 0.00 | 2,000.00 | 0.00% |
| Furniture & Equipment | 66300 | 0.00 | 0.00 | 3,000.00 | 0.00% |
| Total City Clerk | | 63,356.44 | 63,356.44 | 443,900.00 | 14.27% |
| City Manager | 120 | | | | |
| Payroll | 61105 | 22,236.51 | 22,236.51 | 192,500.00 | 11.55% |
| PERS UAL | 61124 | 0.00 | 0.00 | 1,000.00 | 0.00% |
| PERS Retirement | 61125 | 515.73 | 515.73 | 14,800.00 | 3.48% |
| Medicare | 61130 | 322.08 | 322.08 | 2,800.00 | 11.50% |
| Unemployment Ins-Fed & State | 61132 | 0.00 | 0.00 | 100.00 | 0.00% |
| Dental Expense | 61135 | 193.29 | 193.29 | 1,600.00 | 12.08% |
| Health Insurance | 61140 | 3,120.31 | 3,120.31 | 30,200.00 | 10.33% |
| Vision Ins | 61145 | 0.00 | 0.00 | 200.00 | 0.00% |
| Workers Comp and EAP | 61150 | 0.00 | 0.00 | 11,700.00 | 0.00% |
| Wellness Program | 61155 | 0.00 | 0.00 | 500.00 | 0.00% |
| Auto Allowance | 61180 | 415.38 | 415.38 | 5,400.00 | 7.69% |
| Office Supplies | 62430 | 0.00 | 0.00 | 1,500.00 | 0.00% |
| Insurance-Liability | 63620 | 0.00 | 0.00 | 22,405.00 | 0.00% |
| Insurance-Property | 63621 | 0.00 | 0.00 | 295.00 | 0.00% |
| Membership Dues-Professional Org | 64550 | 300.00 | 300.00 | 0.00 | 0.00% |
| Books and Periodicals | 64565 | 0.00 | 0.00 | 300.00 | 0.00% |
| Travel Expenses | 64610 | 0.00 | 0.00 | 8,000.00 | 0.00% |
| Contingency | 66905 | 0.00 | 0.00 | 25,000.00 | 0.00% |
| Total City Manager | | 27,103.30 | 27,103.30 | 318,300.00 | 8.52% |
| Audit/Treasurer | 130 | | | | |
| ADP Payroll Fees | 62310 | 0.00 | 0.00 | 3,500.00 | 0.00% |
| Bank Service Charges | 62320 | 0.00 | 0.00 | 4,600.00 | 0.00% |
| Grant Writing Services | 62327 | 0.00 | 0.00 | 30,000.00 | 0.00% |
| Accounting Software | 62431 | 0.00 | 0.00 | 3,600.00 | 0.00% |
| Audit-Finance | 63625 | 0.00 | 0.00 | 29,000.00 | 0.00% |
| Audit -Sales Tax | 63626 | 0.00 | 0.00 | 5,000.00 | 0.00% |
| Actuarial Services | 63627 | 0.00 | 0.00 | 4,500.00 | 0.00% |
| Accounting Services-RGS | 63645 | 27,868.79 | 27,868.79 | 207,900.00 | 13.40% |
| Total Audit/Treasurer | | 27,868.79 | 27,868.79 | 288,100.00 | 9.67% |
| Legal | 150 | | | | |
| Legal Services | 63650 | 0.00 | 0.00 | 200,000.00 | 0.00% |
| Legal Advert | 64560 | 0.00 | 0.00 | 1,500.00 | 0.00% |
| Total Legal | | 0.00 | 0.00 | 201,500.00 | 0.00% |
| Planning & Building Regulation | 160 | | | | |
| Economic Development Services | 63639 | 0.00 | 0.00 | 20,000.00 | 0.00% |
| Planning Services | 63640 | 10,405.25 | 10,405.25 | 40,000.00 | 26.01% |
| Contract Services - Housing Element | 63642 | 3,014.00 | 3,014.00 | 0.00 | 0.00% |
| Building Inspections Services | 63648 | 0.00 | 0.00 | 32,400.00 | 0.00% |
| Engineering Services | 63649 | 300.00 | 300.00 | 5,000.00 | 6.00% |
| Code Enforcement Services | 63656 | 0.00 | 0.00 | 5,000.00 | 0.00% |
| Travel Expenses | 64610 | 0.00 | 0.00 | 3,000.00 | 0.00% |

**City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail**

100 - General Fund
From 7/1/2023 Through 7/31/2023

| | | July 2023 Actual | FY 2024 Actual YTD | FY 2024 Budget - Revised | Percent of Budget Used |
|---|-------|---------------------|-----------------------|-----------------------------|---------------------------|
| Total Planning & Building Regulation | | 13,719.25 | 13,719.25 | 105,400.00 | 13.02% |
| Government Buildings | 180 | | | | |
| Repair/Maintenance | 63505 | 102.00 | 102.00 | 16,100.00 | 0.63% |
| Janitorial Services | 63660 | 0.00 | 0.00 | 3,000.00 | 0.00% |
| Total Government Buildings | | 102.00 | 102.00 | 19,100.00 | 0.53% |
| Non-Departmental | 190 | | | | |
| Materials/Supply | 62410 | 0.00 | 0.00 | 6,200.00 | 0.00% |
| Telephone | 63530 | 0.00 | 0.00 | 1,000.00 | 0.00% |
| Insurance-Liability | 63620 | 0.00 | 0.00 | 12,830.00 | 0.00% |
| Insurance-Property | 63621 | 0.00 | 0.00 | 170.00 | 0.00% |
| Membership Dues-Professional Org | 64550 | 0.00 | 0.00 | 4,300.00 | 0.00% |
| Membership Dues-Non Profit Agency Contrib | 64551 | 0.00 | 0.00 | 11,800.00 | 0.00% |
| Membership Dues-Government Agency | 64552 | 1,402.59 | 1,402.59 | 5,100.00 | 27.50% |
| Misc Expenses | 64580 | 0.00 | 0.00 | 1,000.00 | 0.00% |
| S.M.I.P. | 64930 | 0.00 | 0.00 | 200.00 | 0.00% |
| Sb 1473 | 64940 | 0.00 | 0.00 | 100.00 | 0.00% |
| Total Non-Departmental | | 1,402.59 | 1,402.59 | 42,700.00 | 3.28% |
| Police | 210 | | | | |
| Payroll | 61105 | 70,697.46 | 70,697.46 | 1,081,000.00 | 6.54% |
| Overtime | 61110 | 22,966.05 | 22,966.05 | 110,000.00 | 20.87% |
| Overtime-DEA | 61111 | 0.00 | 0.00 | 44,000.00 | 0.00% |
| Reserves Payroll | 61120 | 8,330.34 | 8,330.34 | 80,000.00 | 10.41% |
| PERS UAL - After 06/30/18 | 61123 | 1,020.00 | 1,020.00 | 1,000.00 | 102.00% |
| PERS UAL | 61124 | 101,918.00 | 101,918.00 | 102,000.00 | 99.91% |
| PERS Retirement | 61125 | 4,245.07 | 4,245.07 | 136,500.00 | 3.10% |
| PERS 457 Expense | 61126 | 300.00 | 300.00 | 32,400.00 | 0.92% |
| Medicare | 61130 | 1,502.25 | 1,502.25 | 15,700.00 | 9.56% |
| Social Security | 61131 | 192.10 | 192.10 | 1,600.00 | 12.00% |
| Unemployment Ins-Fed & State | 61132 | 27.01 | 27.01 | 10,500.00 | 0.25% |
| Dental Expense | 61135 | 1,220.99 | 1,220.99 | 17,900.00 | 6.82% |
| Health Insurance | 61140 | 17,942.26 | 17,942.26 | 296,400.00 | 6.05% |
| Health Insurance -Retiree | 61141 | 151.00 | 151.00 | 2,000.00 | 7.55% |
| Vision Ins | 61145 | 228.25 | 228.25 | 2,900.00 | 7.87% |
| Workers Comp and EAP | 61150 | 0.00 | 0.00 | 172,400.00 | 0.00% |
| Wellness Program | 61155 | 0.00 | 0.00 | 5,300.00 | 0.00% |
| Uniform Allowance | 61160 | 2,000.00 | 2,000.00 | 10,000.00 | 20.00% |
| Materials/Supply | 62410 | 85.94 | 85.94 | 35,000.00 | 0.24% |
| Ammunition | 62420 | 0.00 | 0.00 | 5,000.00 | 0.00% |
| Office Supplies | 62430 | 263.24 | 263.24 | 3,000.00 | 8.77% |
| PD Safety Equip Lease - Principal | 62460 | 0.00 | 0.00 | 24,300.00 | 0.00% |
| PD Safety Equip Lease - Interest | 62461 | 0.00 | 0.00 | 1,000.00 | 0.00% |
| Auto Ops - Supplies / Equip | 62710 | 0.00 | 0.00 | 2,500.00 | 0.00% |
| Auto Ops - Fuel | 62720 | 2,361.15 | 2,361.15 | 30,000.00 | 7.87% |
| Repair/Maintenance | 63505 | 0.00 | 0.00 | 14,000.00 | 0.00% |
| Shredding Services | 63509 | 77.85 | 77.85 | 1,000.00 | 7.78% |
| Telephone | 63530 | 419.37 | 419.37 | 14,000.00 | 2.99% |
| Internet | 63531 | 358.31 | 358.31 | 2,500.00 | 14.33% |

**City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail**

100 - General Fund
From 7/1/2023 Through 7/31/2023

| | | July 2023 Actual | FY 2024 Actual YTD | FY 2024 Budget - Revised | Percent of Budget Used |
|--|------------|---------------------|-----------------------|-----------------------------|---------------------------|
| Annual Maintenance-Records Management Software | 63537 | 0.00 | 0.00 | 6,020.00 | 0.00% |
| Annual Maintenance | 63538 | 0.00 | 0.00 | 3,400.00 | 0.00% |
| Annual Maintenance-MDT | 63539 | 0.00 | 0.00 | 3,300.00 | 0.00% |
| Postage / Shipping | 63540 | 0.00 | 0.00 | 500.00 | 0.00% |
| Training | 63605 | 2,470.00 | 2,470.00 | 15,000.00 | 16.46% |
| Insurance-Liability | 63620 | 0.00 | 0.00 | 125,435.00 | 0.00% |
| Insurance-Property | 63621 | 0.00 | 0.00 | 1,665.00 | 0.00% |
| Audit-Finance | 63625 | 0.00 | 0.00 | 4,500.00 | 0.00% |
| Contract Services - IT | 63635 | 900.00 | 900.00 | 6,000.00 | 15.00% |
| Contract Services-County | 63637 | 0.00 | 0.00 | 4,200.00 | 0.00% |
| HR Services-RGS | 63652 | 0.00 | 0.00 | 3,000.00 | 0.00% |
| Janitorial Services | 63660 | 0.00 | 0.00 | 3,000.00 | 0.00% |
| 911-Radio Dispatch | 63665 | 0.00 | 0.00 | 58,500.00 | 0.00% |
| 911-Inform MDT Terminal Service | 63666 | 0.00 | 0.00 | 1,500.00 | 0.00% |
| 911-Notification System | 63667 | 0.00 | 0.00 | 400.00 | 0.00% |
| 911-NGEN O&M | 63668 | 0.00 | 0.00 | 8,000.00 | 0.00% |
| 911-NGEN Debt | 63669 | 0.00 | 0.00 | 5,200.00 | 0.00% |
| Auto Repair/Maintenance | 63730 | 3,053.06 | 3,053.06 | 14,000.00 | 21.80% |
| Parking & Admin Citations Services | 63812 | 0.00 | 0.00 | 5,000.00 | 0.00% |
| Animal Regulation Fire | 63820 | 0.00 | 0.00 | 500.00 | 0.00% |
| Fund Jail & Prisoner | 63830 | 0.00 | 0.00 | 200.00 | 0.00% |
| ACJIS System | 63840 | 3,688.41 | 3,688.41 | 9,000.00 | 40.98% |
| Software/Server Subscription | 64310 | 5,147.20 | 5,147.20 | 12,000.00 | 42.89% |
| Computer Server | 64318 | 0.00 | 0.00 | 3,500.00 | 0.00% |
| Personnel Recruit & Pre-Employment | 64545 | 847.26 | 847.26 | 3,000.00 | 28.24% |
| Membership Dues-Professional Org | 64550 | 0.00 | 0.00 | 4,000.00 | 0.00% |
| Books and Periodicals | 64565 | 0.00 | 0.00 | 900.00 | 0.00% |
| Printing / Publications | 64575 | 0.00 | 0.00 | 3,000.00 | 0.00% |
| Travel Expenses | 64610 | 1,110.21 | 1,110.21 | 13,000.00 | 8.54% |
| Principal-Motorola Lease-Cameras | 65104 | 0.00 | 0.00 | 21,350.00 | 0.00% |
| Vehicle Replacement | 66735 | 0.00 | 0.00 | 70,000.00 | 0.00% |
| Total Police | | 253,522.78 | 253,522.78 | 2,662,970.00 | 9.52% |
| Fire/Animal Control | 220 | | | | |
| Fire Seaside | 63810 | 54,775.50 | 54,775.50 | 227,600.00 | 24.06% |
| Total Fire/Animal Control | | 54,775.50 | 54,775.50 | 227,600.00 | 24.07% |
| Public Works/Streets | 311 | | | | |
| Payroll | 61105 | 6,300.51 | 6,300.51 | 83,600.00 | 7.53% |
| Overtime | 61110 | 0.00 | 0.00 | 3,000.00 | 0.00% |
| PERS UAL | 61124 | 0.00 | 0.00 | 1,000.00 | 0.00% |
| PERS Retirement | 61125 | 228.70 | 228.70 | 6,500.00 | 3.51% |
| Medicare | 61130 | 91.00 | 91.00 | 1,300.00 | 7.00% |
| Unemployment Ins-Fed & State | 61132 | 0.00 | 0.00 | 100.00 | 0.00% |
| Dental Expense | 61135 | 126.98 | 126.98 | 1,600.00 | 7.93% |
| Health Insurance | 61140 | 2,400.24 | 2,400.24 | 30,300.00 | 7.92% |
| Vision Ins | 61145 | 16.51 | 16.51 | 300.00 | 5.50% |
| Workers Comp and EAP | 61150 | 0.00 | 0.00 | 5,200.00 | 0.00% |
| Wellness Program | 61155 | 576.93 | 576.93 | 500.00 | 115.38% |

City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail
100 - General Fund
 From 7/1/2023 Through 7/31/2023

| | | July 2023 Actual | FY 2024 Actual YTD | FY 2024 Budget - Revised | Percent of Budget Used |
|---|-------|---------------------|-----------------------|-----------------------------|---------------------------|
| Materials/Supply | 62410 | 59.13 | 59.13 | 16,500.00 | 0.35% |
| Office Supplies | 62430 | 0.00 | 0.00 | 1,500.00 | 0.00% |
| Auto Ops - Supplies / Equip | 62710 | 0.00 | 0.00 | 2,500.00 | 0.00% |
| Auto Ops - Fuel | 62720 | 468.57 | 468.57 | 5,000.00 | 9.37% |
| Repair/Maintenance | 63505 | 3,100.00 | 3,100.00 | 41,000.00 | 7.56% |
| Gabilan Crew | 63515 | 0.00 | 0.00 | 5,000.00 | 0.00% |
| Utilities - PG&E | 63520 | 820.75 | 820.75 | 15,000.00 | 5.47% |
| Utilities - Water | 63525 | 0.00 | 0.00 | 4,000.00 | 0.00% |
| Training | 63605 | 0.00 | 0.00 | 5,000.00 | 0.00% |
| Insurance-Liability | 63620 | 0.00 | 0.00 | 10,660.00 | 0.00% |
| Insurance-Property | 63621 | 0.00 | 0.00 | 140.00 | 0.00% |
| Insurance-Vehicles | 63622 | 4,267.00 | 4,267.00 | 4,500.00 | 94.82% |
| Organic Waste Regs Services | 63654 | 0.00 | 0.00 | 9,000.00 | 0.00% |
| Auto Repair/Maintenance | 63730 | 0.00 | 0.00 | 8,300.00 | 0.00% |
| Printing / Publications | 64575 | 0.00 | 0.00 | 1,250.00 | 0.00% |
| Storm Water Project - Phase 4 | 64920 | 0.00 | 0.00 | 23,000.00 | 0.00% |
| Contingency | 66905 | 0.00 | 0.00 | 27,780.00 | 0.00% |
| Total Public Works/Streets | | 18,456.32 | 18,456.32 | 313,530.00 | 5.89% |
| Parks/Recreation | 411 | | | | |
| Materials/Supply | 62410 | 469.77 | 469.77 | 15,500.00 | 3.03% |
| Repair/Maintenance | 63505 | 495.00 | 495.00 | 25,000.00 | 1.98% |
| Utilities - Water | 63525 | 0.00 | 0.00 | 3,000.00 | 0.00% |
| Total Parks/Recreation | | 964.77 | 964.77 | 43,500.00 | 2.22% |
| Total Expense | | 462,329.82 | 462,329.82 | 4,698,800.00 | 9.84% |
| Other Financing Sources and Uses | | | | | |
| Non Department Specific | 000 | | | | |
| Transfers Out to CIP | 81001 | 0.00 | 0.00 | (193,900.00) | 0.00% |
| Total Non Department Specific | | 0.00 | 0.00 | (193,900.00) | 0.00% |
| Total Other Financing Sources and Uses | | 0.00 | 0.00 | (193,900.00) | 0.00% |
| Excess(Deficit) of Revenue Over Expenditures | | (168,895.84) | (168,895.84) | (193,900.00) | 87.10% |

**City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail**

210 - Gas Tax Fund

From 7/1/2023 Through 7/31/2023

| | | <u>July 2023 Actual</u> | <u>FY 2024 Actual YTD</u> | <u>FY 2024 Budget - Revised</u> | <u>Percent of Budget Used</u> |
|--|-------|-----------------------------|-------------------------------|-------------------------------------|-----------------------------------|
| Revenue | | | | | |
| Non Department Specific | 000 | | | | |
| Gas Tax 2103 | 47010 | 1,138.45 | 1,138.45 | 14,600.00 | 7.79% |
| Gas Tax 2105 | 47020 | 786.79 | 786.79 | 10,000.00 | 7.86% |
| Gas Tax 2106 | 47030 | 735.05 | 735.05 | 9,000.00 | 8.16% |
| Gas Tax 2107 | 47040 | 1,080.66 | 1,080.66 | 11,900.00 | 9.08% |
| Gas Tax 2107.5 | 47050 | 0.00 | 0.00 | 1,000.00 | 0.00% |
| Total Non Department Specific | | <u>3,740.95</u> | <u>3,740.95</u> | <u>46,500.00</u> | <u>8.05%</u> |
| Total Revenue | | <u>3,740.95</u> | <u>3,740.95</u> | <u>46,500.00</u> | <u>8.05%</u> |
| Expense | | | | | |
| Public Works/Streets | 311 | | | | |
| Street Sweeping | 63510 | 0.00 | 0.00 | 10,000.00 | 0.00% |
| Street Lighting | 63910 | <u>1,054.47</u> | <u>1,054.47</u> | <u>15,000.00</u> | <u>7.02%</u> |
| Total Public Works/Streets | | <u>1,054.47</u> | <u>1,054.47</u> | <u>25,000.00</u> | <u>4.22%</u> |
| Total Expense | | <u>1,054.47</u> | <u>1,054.47</u> | <u>25,000.00</u> | <u>4.22%</u> |
| Excess(Deficit) of Revenue Over Expenditures | | 2,686.48 | 2,686.48 | 21,500.00 | 12.49% |

**City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail**

211 - SB1 Fund
From 7/1/2023 Through 7/31/2023

| | | July 2023 Actual | FY 2024 Actual YTD | FY 2024 Budget - Revised | Percent of Budget Used |
|--|-------|---------------------|-----------------------|-----------------------------|---------------------------|
| Revenue | | | | | |
| Non Department Specific | 000 | | | | |
| SB 1 Funds | 47777 | 3,158.57 | 3,158.57 | 38,900.00 | 8.11% |
| Total Non Department Specific | | 3,158.57 | 3,158.57 | 38,900.00 | 8.12% |
| Total Revenue | | 3,158.57 | 3,158.57 | 38,900.00 | 8.12% |
| Expense | | | | | |
| Curb Repair | 536 | | | | |
| Curb and Gutter Repair | 66327 | 0.00 | 0.00 | 20,000.00 | 0.00% |
| Total Curb Repair | | 0.00 | 0.00 | 20,000.00 | 0.00% |
| Saucito/Work Gutter & Curb | 537 | | | | |
| Curb and Gutter Repair | 66327 | 0.00 | 0.00 | 40,000.00 | 0.00% |
| Total Saucito/Work Gutter & Curb | | 0.00 | 0.00 | 40,000.00 | 0.00% |
| Via Verde Curb & Gutter Repair | 538 | | | | |
| Curb and Gutter Repair | 66327 | 0.00 | 0.00 | 90,000.00 | 0.00% |
| Total Via Verde Curb & Gutter Repair | | 0.00 | 0.00 | 90,000.00 | 0.00% |
| Total Expense | | 0.00 | 0.00 | 150,000.00 | 0.00% |
| Excess(Deficit) of Revenue Over Expenditures | | 3,158.57 | 3,158.57 | (111,100.00) | (2.84)% |

**City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail**

212 - Measure X Fund
From 7/1/2023 Through 7/31/2023

| | | July 2023 Actual | FY 2024 Actual YTD | FY 2024 Budget - Revised | Percent of Budget Used |
|--|-------|---------------------|-----------------------|-----------------------------|---------------------------|
| Revenue | | | | | |
| Non Department Specific | 000 | | | | |
| Measure X | 47775 | 0.00 | 0.00 | 94,400.00 | 0.00% |
| Total Non Department Specific | | 0.00 | 0.00 | 94,400.00 | 0.00% |
| Total Revenue | | 0.00 | 0.00 | 94,400.00 | 0.00% |
| Expense | | | | | |
| Debt Service - Measure X | 610 | | | | |
| Principal - Measure X Loan | 65103 | 0.00 | 0.00 | 80,400.00 | 0.00% |
| Interest - Measure X | 65203 | 0.00 | 0.00 | 14,000.00 | 0.00% |
| Total Debt Service - Measure X | | 0.00 | 0.00 | 94,400.00 | 0.00% |
| Total Expense | | 0.00 | 0.00 | 94,400.00 | 0.00% |
| Excess(Deficit) of Revenue Over Expenditures | | 0.00 | 0.00 | 0.00 | 0.00% |

City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail
221 - FORA Habitat Management Fund
 From 7/1/2023 Through 7/31/2023

| | | <u>July 2023 Actual</u> | <u>FY 2024 Actual YTD</u> | <u>FY 2024 Budget - Revised</u> | <u>Percent of Budget Used</u> |
|---|-------|-----------------------------|-------------------------------|-------------------------------------|-----------------------------------|
| Expense | | | | | |
| Planning & Building Regulation | 160 | | | | |
| Contract Services - Habitat Management Plan | 63646 | 513.00 | 513.00 | 0.00 | 0.00% |
| Total Planning & Building Regulation | | <u>513.00</u> | <u>513.00</u> | <u>0.00</u> | <u>0.00%</u> |
| Total Expense | | <u>513.00</u> | <u>513.00</u> | <u>0.00</u> | <u>0.00%</u> |
| Excess(Deficit) of Revenue Over Expenditures | | (513.00) | (513.00) | 0.00 | 0.00% |

City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail
223 - ARPA Fund
 From 7/1/2023 Through 7/31/2023

| | | July 2023 Actual | FY 2024 Actual YTD | FY 2024 Budget - Revised | Percent of Budget Used |
|---|-------|---------------------|-----------------------|-----------------------------|---------------------------|
| Expense | | | | | |
| City Hall Parking Lot Imp | 527 | | | | |
| Parking Lot Improvements & Repairs | 66425 | 0.00 | 0.00 | 100,000.00 | 0.00% |
| Total City Hall Parking Lot Imp | | <u>0.00</u> | <u>0.00</u> | <u>100,000.00</u> | <u>0.00%</u> |
| Total Expense | | <u>0.00</u> | <u>0.00</u> | <u>100,000.00</u> | <u>0.00%</u> |
| Excess(Deficit) of Revenue Over Expenditures | | 0.00 | 0.00 | (100,000.00) | 0.00% |

City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail
231 - BSCC-Officer Wellness & Mental Health Grant
From 7/1/2023 Through 7/31/2023

| | | <u>July 2023 Actual</u> | <u>FY 2024 Actual YTD</u> | <u>FY 2024 Budget - Revised</u> | <u>Percent of Budget Used</u> |
|--|-------|-----------------------------|-------------------------------|-------------------------------------|-----------------------------------|
| Expense | | | | | |
| Police | 210 | | | | |
| Law Enforcement Wellness App | 64314 | <u>2,165.58</u> | <u>2,165.58</u> | <u>2,000.00</u> | <u>108.27%</u> |
| Total Police | | <u>2,165.58</u> | <u>2,165.58</u> | <u>2,000.00</u> | <u>108.28%</u> |
| Total Expense | | <u>2,165.58</u> | <u>2,165.58</u> | <u>2,000.00</u> | <u>108.28%</u> |
| Excess(Deficit) of Revenue Over Expenditures | | (2,165.58) | (2,165.58) | (2,000.00) | 108.27% |

City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail

235 - Asset Forfeitures
From 7/1/2023 Through 7/31/2023

| | | <u>July 2023 Actual</u> | <u>FY 2024 Actual YTD</u> | <u>FY 2024 Budget - Revised</u> | <u>Percent of Budget Used</u> |
|--|-------|-----------------------------|-------------------------------|-------------------------------------|-----------------------------------|
| Revenue | | | | | |
| Police | 210 | | | | |
| Police Grants & Other | 47780 | 0.00 | 0.00 | 5,000.00 | 0.00% |
| Reimbursements | | | | | |
| Total Police | | <u>0.00</u> | <u>0.00</u> | <u>5,000.00</u> | <u>0.00%</u> |
| Total Revenue | | <u>0.00</u> | <u>0.00</u> | <u>5,000.00</u> | <u>0.00%</u> |
| Excess(Deficit) of Revenue Over Expenditures | | 0.00 | 0.00 | 5,000.00 | 0.00% |

**City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail**

301 - Capital Projects
From 7/1/2023 Through 7/31/2023

| | | July 2023 Actual | FY 2024 Actual YTD | FY 2024 Budget - Revised | Percent of Budget Used |
|---|-------|---------------------|-----------------------|-----------------------------|---------------------------|
| Expense | | | | | |
| Housing Element 6th Cycle | 532 | | | | |
| Housing Element Cost - 6th Cycle | 63638 | 0.00 | 0.00 | 138,900.00 | 0.00% |
| Total Housing Element 6th Cycle | | 0.00 | 0.00 | 138,900.00 | 0.00% |
| Vehicle Replacement | 533 | | | | |
| Vehicle Replacement | 66735 | 0.00 | 0.00 | 35,000.00 | 0.00% |
| Total Vehicle Replacement | | 0.00 | 0.00 | 35,000.00 | 0.00% |
| City Hall Facility Repairs & Upgrades | 541 | | | | |
| Repairs and Improvements | 66322 | 0.00 | 0.00 | 10,000.00 | 0.00% |
| Total City Hall Facility Repairs & Upgrades | | 0.00 | 0.00 | 10,000.00 | 0.00% |
| Council Chamber Technology Project | 542 | | | | |
| Technology Upgrades | 66323 | 0.00 | 0.00 | 10,000.00 | 0.00% |
| Total Council Chamber Technology Project | | 0.00 | 0.00 | 10,000.00 | 0.00% |
| Total Expense | | 0.00 | 0.00 | 193,900.00 | 0.00% |
| Other Financing Sources and Uses | | | | | |
| Housing Element 6th Cycle | 532 | | | | |
| Transfers In from GF | 82001 | 0.00 | 0.00 | 138,900.00 | 0.00% |
| Total Housing Element 6th Cycle | | 0.00 | 0.00 | 138,900.00 | 0.00% |
| Vehicle Replacement | 533 | | | | |
| Transfers In from GF | 82001 | 0.00 | 0.00 | 35,000.00 | 0.00% |
| Total Vehicle Replacement | | 0.00 | 0.00 | 35,000.00 | 0.00% |
| City Hall Facility Repairs & Upgrades | 541 | | | | |
| Transfers In from GF | 82001 | 0.00 | 0.00 | 10,000.00 | 0.00% |
| Total City Hall Facility Repairs & Upgrades | | 0.00 | 0.00 | 10,000.00 | 0.00% |
| Council Chamber Technology Project | 542 | | | | |
| Transfers In from GF | 82001 | 0.00 | 0.00 | 10,000.00 | 0.00% |
| Total Council Chamber Technology Project | | 0.00 | 0.00 | 10,000.00 | 0.00% |
| Total Other Financing Sources and Uses | | 0.00 | 0.00 | 193,900.00 | 0.00% |
| Excess(Deficit) of Revenue Over Expenditures | | 0.00 | 0.00 | 0.00 | 0.00% |



POLICE

DEL REY OAKS

City Council Report

June 2023

Chris Bourquin - Chief

| Case # | Date | Offense Code 1 | Offense Code Description | DRO | MPAD | OJ | Residential | Commercial |
|----------|------------|----------------------|--------------------------------|-----|------|----|-------------|------------|
| 23-164 | 06/01/2023 | ACN | Traffic Collision | | X | | | X |
| 23-165 | 06/02/2023 | Animal | Dog at Large | X | | | | X |
| 23-166 | 06/02/2023 | 415(1) PC | Peace Disturbance | X | | | | X |
| 23-167 | 06/03/2023 | AOD | Outside Agency Assist | | | X | | |
| 23-168 | 06/04/2023 | 484(A) PC | Shoplifting | X | | | | X |
| 23-169 | 06/06/2023 | Information Only | | | X | | | X |
| 23-170 | 06/09/2023 | AOD | Outside Agency Assist | | | X | | |
| 23-171 | 06/09/2023 | Towed Vehicle | | X | | | X | |
| 23-172 | 06/10/2023 | Surrendered Property | | X | | | | X |
| 23-173 | 06/12/2023 | Information Only | | X | | | X | |
| 23-174 | 06/13/2023 | 242 PC | Battery | X | | | | X |
| 23-175 | 06/13/2023 | Outside Warrant/F | Arrest | X | | | | X |
| 23-176 | 06/14/2023 | 484(A) PC | Theft | X | | | X | |
| 23-177 | 06/15/2023 | Lost Property | | | X | | | X |
| 23-178 | 06/15/2023 | Information Only | | X | | | | X |
| 23-179 | 06/16/2023 | 23152(B) VC | Drive Under Influence - Arrest | X | | | | X |
| 23-180 | 06/16/2023 | 23152(A) VC | Drive Under Influence - Arrest | X | | | | X |
| 23-181 | 06/16/2023 | Information Only | | X | | | | X |
| 23-182 | 06/17/2023 | Death Investigation | | X | | | X | |
| 23-183 | 06/19/2023 | 10851(A) VC | Stolen Vehicle | | X | | | X |
| 23-184 | 06/21/2023 | Information Only | | X | | | X | |
| 23-185 | 06/21/2023 | 484(A) PC | Theft | X | | | | X |
| 23-186 | 06/22/2023 | Information Only | | X | | | X | |
| 23-187 | 06/26/2023 | 459 PC | Burglary | X | | | | X |
| 23-188 | 06/27/2023 | Information Only | | X | | | X | |
| 23-189 | 06/28/2023 | Information Only | | X | | | | X |
| 23-190 | 06/29/2023 | 459 PC | Burglary | X | | | | X |
| 27 CASES | | | | | | | | |

| Calls for Service | |
|-------------------|------|
| Month | YTD |
| 320 | 1819 |

| Case Reports | |
|--------------|-----|
| Month | YTD |
| 27 | 190 |

| Alarms | | | | | |
|-------------|-----|------------|-----|------|-----|
| Residential | | Commercial | | MPAD | |
| Mo. | YTD | Mo. | YTD | Mo. | YTD |
| 1 | 9 | 3 | 20 | 5 | 40 |

| Citations | | | | | |
|-----------|-----|---------|-----|---------|-----|
| Moving | | Parking | | Warning | |
| Mo. | YTD | Mo. | YTD | Mo. | YTD |
| 3 | 63 | 16 | 112 | 11 | 115 |



Group A Offense Report

Printed On: 07/10/2023

Item 2.

Beginning Date: 06/01/2023

Ending Date: 06/30/2023

Page 1 of 1

Agency: All

| Offense | Reported in 2023 | Reported in 2022 | 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 | 1 | 0 | NA | 0 | 0.00% | 100.00% | 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 | 1 | 1 | 0% | 0 | 0.00% | 11.11% | NA |
| Robbery | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Burglary/Breaking & Entering | 2 | 0 | NA | 0 | 0.00% | 25.00% | NA |
| Larceny/Theft Offenses | 2 | 10 | -80.00% | 0 | 0.00% | 25.00% | NA |
| Motor Vehicle Theft | 1 | 2 | -50.00% | 0 | 0.00% | 12.50% | NA |
| Arson | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Destruction Of Property | 2 | 4 | -50.00% | 0 | 0.00% | 25.00% | NA |
| Counterfeiting/Forgery | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Fraud Offense | 1 | 2 | -50.00% | 0 | 0.00% | 12.50% | 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 | 8 | 18 | -55.56% | 0 | 0.00% | 88.89% | NA |
| Drug/Narcotic Violations | 0 | 1 | -100.00% | 0 | 0.00% | 0.00% | NA |
| Drug Equipment Violations | 0 | 2 | -100.00% | 0 | 0.00% | 0.00% | 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 | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Animal Cruelty | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Crimes Against Society Total | 0 | 3 | -100% | 0 | 0.00% | 0.00% | NA |
| Total Group "A" Offenses | 9 | 22 | -59.09% | 0 | 0.00% | 100% | NA |

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



Group A Offense Report

Printed On: 07/10/2023

Item 2.

Beginning Date: 01/01/2023

Ending Date: 06/30/2023

Page 1 of 1

Agency: All

| Offense | Reported In 2023 | Reported in 2022 | 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 | 1 | 0 | NA | 0 | 0.00% | 12.50% | NA |
| Sodomy | 1 | 0 | NA | 0 | 0.00% | 12.50% | 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 | 3 | 4 | -25.00% | 0 | 0.00% | 37.50% | NA |
| Simple Assault | 1 | 2 | -50.00% | 0 | 0.00% | 12.50% | NA |
| Intimidation | 2 | 1 | 100.00% | 1 | 50.00% | 25.00% | 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 | 8 | 7 | 14.29% | 1 | 12.5% | 13.33% | NA |
| Robbery | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Burglary/Breaking & Entering | 2 | 1 | 100.00% | 0 | 0.00% | 4.76% | NA |
| Larceny/Theft Offenses | 26 | 47 | -44.68% | 6 | 23.08% | 61.90% | NA |
| Motor Vehicle Theft | 1 | 3 | -66.67% | 0 | 0.00% | 2.38% | NA |
| Arson | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Destruction Of Property | 5 | 10 | -50.00% | 0 | 0.00% | 11.90% | NA |
| Counterfeiting/Forgery | 0 | 2 | -100.00% | 0 | 0.00% | 0.00% | NA |
| Fraud Offense | 7 | 9 | -22.22% | 0 | 0.00% | 16.67% | 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 | 1 | 1 | 0.00% | 1 | 100.00% | 2.38% | NA |
| Crimes Against Property Total | 42 | 73 | -42.47% | 7 | 16.67% | 70% | NA |
| Drug/Narcotic Violations | 4 | 3 | 33.33% | 3 | 75.00% | 40.00% | NA |
| Drug Equipment Violations | 3 | 4 | -25.00% | 3 | 100.00% | 30.00% | NA |
| Gambling Offenses | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Pornography/Obscene Material | 1 | 0 | NA | 1 | 100.00% | 10.00% | NA |
| Prostitution | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Weapons Law Violation | 1 | 3 | -66.67% | 0 | 0.00% | 10.00% | NA |
| Animal Cruelty | 1 | 0 | NA | 0 | 0.00% | 10.00% | NA |
| Crimes Against Society Total | 10 | 10 | 0% | 7 | 70% | 16.67% | NA |
| Total Group "A" Offenses | 60 | 90 | -33.33% | 15 | 25% | 100% | NA |

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



POLICE

DEL REY OAKS

City Council Report

July 2023

Chris Bourquin - Chief

| Case # | Date | Offense Code 1 | Offense Code Description | DRO | MPAD | OJ | Residential | Commercial |
|----------|------------|----------------------|--------------------------------|-----|------|----|-------------|------------|
| 23-191 | 07/06/2023 | 653M(A) PC | Annoy/Harass Phone Calls | X | | | X | |
| 23-192 | 07/07/2023 | Information Only | | X | | | X | |
| 23-193 | 07/08/2023 | 484(A) PC | Shoplifting | X | | | | X |
| 23-194 | 07/08/2023 | 594(A)(1) PC | Vandalism | X | | | | X |
| 23-195 | 07/11/2023 | Information Only | | X | | | X | |
| 23-196 | 07/13/2023 | 20002(A)(2) VC | Hit & Rum Collision | X | | | | X |
| 23-197 | 07/13/2023 | 459 PC | Commercial Burglary | X | | | | X |
| 23-198 | 07/14/2023 | Information Only | | X | | | X | |
| 23-199 | 07/15/2023 | Found Property | | | X | | | X |
| 23-200 | 07/16/2023 | ACN | Vehicle Collision (Non-Injury) | X | | | | X |
| 23-201 | 07/18/2023 | ACI | Vehicle Collision (Injury) | X | | | | X |
| 23-202 | 07/18/2023 | Information Only | | X | | | X | |
| 23-203 | 07/19/2023 | Information Only | | | X | | | X |
| 23-204 | 07/20/2023 | 242 PC | Battery | X | | | X | |
| 23-205 | 07/22/2023 | Civil | | | X | | | X |
| 23-206 | 07/24/2023 | Information Only | | | X | | | X |
| 23-207 | 07/27/2023 | Information Only | | X | | | X | |
| 23-208 | 07/27/2023 | Information Only | | X | | | | X |
| 23-209 | 07/28/2023 | Found Property | | X | | | | X |
| 23-210 | 07/30/2023 | Found Property | | X | | | | X |
| 23-211 | 07/30/2023 | Surrendered Property | | | X | | | X |
| 23-212 | 07/31/2023 | 422(A) PC | Threats | X | | | | X |
| 23-213 | 07/31/2023 | ACPED | Vehicle Collision (Injury) | X | | | | X |
| 23 CASES | | | | | | | | |

| Calls for Service | |
|-------------------|------|
| Month | YTD |
| 375 | 2194 |

| Case Reports | |
|--------------|-----|
| Month | YTD |
| 23 | 213 |

| Alarms | | | | | |
|-------------|-----|------------|-----|------|-----|
| Residential | | Commercial | | MPAD | |
| Mo. | YTD | Mo. | YTD | Mo. | YTD |
| 1 | 10 | 1 | 21 | 4 | 44 |

| Citations | | | | | |
|-----------|-----|---------|-----|---------|-----|
| Moving | | Parking | | Warning | |
| Mo. | YTD | Mo. | YTD | Mo. | YTD |
| 5 | 68 | 14 | 126 | 13 | 128 |



Group A Offense Report

Printed On: 08/01/2023

Item 2.

Beginning Date: 07/01/2023

Ending Date: 07/31/2023

Page 1 of 1

Agency: All

| Offense | Reported in 2023 | Reported in 2022 | 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 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Simple Assault | 2 | 2 | 0.00% | 0 | 0.00% | 50.00% | NA |
| Intimidation | 2 | 0 | NA | 2 | 100.00% | 50.00% | 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 | 4 | 2 | 100% | 2 | 50% | 50% | NA |
| Robbery | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Burglary/Breaking & Entering | 1 | 0 | NA | 0 | 0.00% | 25.00% | NA |
| Larceny/Theft Offenses | 1 | 9 | -88.89% | 1 | 100.00% | 25.00% | 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 | 2 | 0 | NA | 0 | 0.00% | 50.00% | NA |
| Counterfeiting/Forgery | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Fraud Offense | 0 | 1 | -100.00% | 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 | 4 | 10 | -60% | 1 | 25% | 50% | NA |
| Drug/Narcotic Violations | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Drug Equipment Violations | 0 | 0 | NA | 0 | 0.00% | 0.00% | 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 | 0 | 1 | -100.00% | 0 | 0.00% | 0.00% | NA |
| Animal Cruelty | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Crimes Against Society Total | 0 | 1 | -100% | 0 | 0.00% | 0.00% | NA |
| Total Group "A" Offenses | 8 | 13 | -38.46% | 3 | 37.5% | 100% | NA |

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



Group A Offense Report

Printed On: 08/01/2023

Item 2.

Beginning Date: 01/01/2023

Ending Date: 07/31/2023

Page 1 of 1

Agency: All

| Offense | Reported in 2023 | Reported in 2022 | 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 | 1 | 0 | NA | 0 | 0.00% | 8.33% | NA |
| Sodomy | 1 | 0 | NA | 0 | 0.00% | 8.33% | 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 | 3 | 4 | -25.00% | 0 | 0.00% | 25.00% | NA |
| Simple Assault | 3 | 4 | -25.00% | 0 | 0.00% | 25.00% | NA |
| Intimidation | 4 | 1 | 300.00% | 3 | 75.00% | 33.33% | 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 | 12 | 9 | 33.33% | 3 | 25% | 17.65% | NA |
| Robbery | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Burglary/Breaking & Entering | 3 | 1 | 200.00% | 0 | 0.00% | 6.52% | NA |
| Larceny/Theft Offenses | 27 | 56 | -51.79% | 7 | 25.93% | 58.70% | NA |
| Motor Vehicle Theft | 1 | 3 | -66.67% | 0 | 0.00% | 2.17% | NA |
| Arson | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Destruction Of Property | 7 | 10 | -30.00% | 0 | 0.00% | 15.22% | NA |
| Counterfeiting/Forgery | 0 | 2 | -100.00% | 0 | 0.00% | 0.00% | NA |
| Fraud Offense | 7 | 10 | -30.00% | 0 | 0.00% | 15.22% | 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 | 1 | 1 | 0.00% | 1 | 100.00% | 2.17% | NA |
| Crimes Against Property Total | 46 | 83 | -44.58% | 8 | 17.39% | 67.65% | NA |
| Drug/Narcotic Violations | 4 | 3 | 33.33% | 3 | 75.00% | 40.00% | NA |
| Drug Equipment Violations | 3 | 4 | -25.00% | 3 | 100.00% | 30.00% | NA |
| Gambling Offenses | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Pornography/Obscene Material | 1 | 0 | NA | 1 | 100.00% | 10.00% | NA |
| Prostitution | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Weapons Law Violation | 1 | 4 | -75.00% | 0 | 0.00% | 10.00% | NA |
| Animal Cruelty | 1 | 0 | NA | 0 | 0.00% | 10.00% | NA |
| Crimes Against Society Total | 10 | 11 | -9.09% | 7 | 70% | 14.71% | NA |
| Total Group "A" Offenses | 68 | 103 | -33.98% | 18 | 26.47% | 100% | NA |

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



FIRE DEPARTMENT

1635 Broadway Avenue
Seaside, CA 93955

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

July 11, 2023

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 June 1, 2023 through June 30, 2023.

The Seaside Fire Department responded to the following incidents in the month of June:

Incident #

| | | | |
|-----------------|-----------------|-----------------|-----------------|
| 230601-SEA01442 | 230606-SEA01490 | 230611-SEA01539 | 230621-SEA01630 |
| 230603-SEA01457 | 230606-SEA01493 | 230613-SEA01560 | 230624-SEA01658 |
| 230604-SEA01472 | 230609-SEA01512 | 230615-SEA01580 | 230625-SEA01667 |
| 230605-SEA01479 | 230610-SEA01521 | 230617-SEA01593 | 230625-SEA01669 |
| 230606-SEA01482 | 230611-SEA01534 | 230617-SEA01595 | |

There are Nineteen (19) fire calls for the month of June. If you have any questions, please contact me.

Sincerely,

Paul Blaha
Deputy 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 |
|---------------|-----------------|-------------|--------------|-------------------------|--------------------|----------|------------------------|-------------------------------------|
| 6/1/2023 | 230601-SEA01442 | 10:58:18 PM | 11:04:40 PM | 6.37 | 735 | 29 | Calle Del Oaks | Emergent |
| 6/3/2023 | 230603-SEA01457 | 11:17:56 AM | 11:21:42 AM | 3.77 | 622 | 29 | Canyon Del Rey | Emergent |
| 6/4/2023 | 230604-SEA01472 | 6:37:34 PM | 6:42:34 PM | 4.47 | 321 | 29 | Work | Emergent |
| 6/5/2023 | 230605-SEA01479 | 4:03:11 PM | 4:07:43 PM | 4.53 | 622 | 29 | Rosita | Emergent |
| 6/6/2023 | 230606-SEA01482 | 3:40:25 AM | 3:47:11 AM | 6.77 | 745 | 29 | Calle Del Oaks | Emergent Downgraded to Non-Emergent |
| 6/6/2023 | 230606-SEA01490 | 6:16:11 PM | 6:23:38 PM | 4.10 | 733 | 29 | Calle Del Oaks | Emergent |
| 6/6/2023 | 230606-SEA01493 | 8:44:04 PM | 8:53:00 PM | 8.27 | 424 | 29 | Paloma | Non-Emergent |
| 6/9/2023 | 230609-SEA01512 | 9:03:49 AM | 9:10:15 AM | 5.88 | 321 | 29 | Paloma | Emergent |
| 6/10/2023 | 230610-SEA01521 | 1:54:05 AM | 2:02:09 AM | 7.50 | 321 | 29 | Carlton | Emergent |
| 6/11/2023 | 230611-SEA01534 | 12:56:56 PM | 1:02:48 PM | 5.25 | 321 | 29 | Quendale | Emergent |
| 6/11/2023 | 230611-SEA01539 | 7:48:34 PM | 7:56:03 PM | 7.25 | 500 | 29 | CANYON DEL REY | Non-Emergent |
| 6/13/2023 | 230613-SEA01560 | 9:48:27 PM | 9:57:29 PM | 8.17 | 321 | 29 | Canyon Del Rey | Emergent |
| 6/15/2023 | 230615-SEA01580 | 7:13:31 PM | 7:21:16 PM | 7.12 | 554 | 29 | Pheasant Ridge | Non-Emergent |
| 6/17/2023 | 230617-SEA01593 | 6:41:09 AM | 6:49:18 AM | 8.15 | 321 | 29 | Rosita | Emergent |
| 6/17/2023 | 230617-SEA01595 | 1:42:36 PM | 1:47:37 PM | 5.02 | 321 | 29 | Canyon Del Rey | Emergent |
| 6/21/2023 | 230621-SEA01630 | 6:46:35 PM | 6:53:59 PM | 6.22 | 321 | 29 | Avalon | Emergent |
| 6/24/2023 | 230624-SEA01658 | 11:05:35 AM | 11:12:09 AM | 5.97 | 321 | 29 | Rosita | Emergent |
| 6/25/2023 | 230625-SEA01667 | 9:06:11 AM | 9:11:28 AM | 4.70 | 321 | 29 | Quendale | Emergent |
| 6/25/2023 | 230625-SEA01669 | 12:58:06 PM | 1:03:47 PM | 5.07 | 321 | 29 | Canyon Del Rey | Emergent |

Total Calls 19

| LEGEND CODE: | INCIDENT TYPE: |
|--------------|---------------------------|
| 100-173 | FIRE |
| 200-251 | OVERPRESSURE |
| 300-381 | MEDICAL RESPONSE |
| 400-482 | HAZARDOUS CONDITION |
| 500-571 | SERVICE CALL |
| 600-672 | GOOD INTENT CALL |
| 700-751 | FALSE ALARM/FALSE CALL |
| 800-810 | SEVERE WEATHER |
| 900-911 | SPECIAL/CITIZEN COMPLAINT |



FIRE DEPARTMENT

1635 Broadway Avenue
Seaside, CA 93955

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

August 11, 2023

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 July 1, 2023 through July 31, 2023.

The Seaside Fire Department responded to the following incidents in the month of July:

Incident #

| | | |
|-----------------|-----------------|-----------------|
| 230701-SEA01716 | 230711-SEA01805 | 230722-SEA01913 |
| 230704-SEA01740 | 230717-SEA01861 | 230731-SEA01991 |
| 230710-SEA01799 | 230718-SEA01871 | 230731-SEA01994 |
| 230710-SEA01800 | 230718-SEA01873 | |
| 230710-SEA01801 | 230721-SEA01911 | |

There are Thirteen (13) fire calls for the month of July. If you have any questions, please contact me.

Sincerely,

Paul Blaha
Deputy 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 |
|---------------|-----------------|-------------|--------------|-------------------------|--------------------|----------|------------------------|----------|
| 7/1/2023 | 230701-SEA01716 | 9:24:39 PM | 9:31:38 PM | 6.37 | 6111 | 29 | Altura | Emergent |
| 7/4/2023 | 230704-SEA01740 | 12:45:49 PM | 12:52:29 PM | 6.22 | 321 | 29 | Via Verde | Emergent |
| 7/10/2023 | 230710-SEA01799 | 4:20:49 PM | 4:28:02 PM | 5.92 | 622 | 29 | Rosita | Emergent |
| 7/10/2023 | 230710-SEA01800 | 4:35:11 PM | 4:42:07 PM | 5.63 | 321 | 29 | Hacienda | Emergent |
| 7/10/2023 | 230710-SEA01801 | 4:55:01 PM | 5:03:01 PM | 7.37 | 321 | 29 | Altura | Emergent |
| 7/11/2023 | 230711-SEA01805 | 8:14:22 AM | 8:20:59 AM | 5.85 | 622 | 29 | Rosita | Emergent |
| 7/17/2023 | 230717-SEA01861 | 12:14:16 AM | 12:22:30 AM | 7.68 | 6111 | 29 | Altura | Emergent |
| 7/18/2023 | 230718-SEA01871 | 3:20:15 AM | 3:29:42 AM | 8.70 | 321 | 29 | Paloma | Emergent |
| 7/18/2023 | 230718-SEA01873 | 8:01:09 AM | 8:06:49 AM | 4.93 | 324 | 29 | General Jim Moore | Emergent |
| 7/21/2023 | 230721-SEA01911 | 10:09:53 PM | 10:16:48 PM | 6.37 | 321 | 29 | Los Encinos | Emergent |
| 7/22/2023 | 230722-SEA01913 | 11:17:09 AM | 11:23:07 AM | 5.17 | 321 | 29 | Canyon Del Rey | Emergent |
| 7/31/2023 | 230731-SEA01991 | 12:59:20 PM | 1:05:30 PM | 5.52 | 321 | 29 | Paloma | Emergent |
| 7/31/2023 | 230731-SEA01994 | 4:38:09 PM | 4:43:31 PM | 5.37 | 323 | 29 | Canyon Del Rey | Emergent |

Total Calls 13

| LEGEND CODE: | INCIDENT TYPE: |
|--------------|---------------------------|
| 100-173 | FIRE |
| 200-251 | OVERPRESSURE |
| 300-381 | MEDICAL RESPONSE |
| 400-482 | HAZARDOUS CONDITION |
| 500-571 | SERVICE CALL |
| 600-672 | GOOD INTENT CALL |
| 700-751 | FALSE ALARM/FALSE CALL |
| 800-810 | SEVERE WEATHER |
| 900-911 | SPECIAL/CITIZEN COMPLAINT |



Staff Report

DATE: August 22, 2023

TO: Honorable Mayor and City Council

FROM: John Guertin, City Manager

SUBJECT: Consider Adoption of Resolution 2023-14 Approving an Updated City Clerk Job Description and Changes to the City's Position Control List and Salary Schedule

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

Approve the following:

1. An updated job description for the City Clerk
2. Adopting Resolutions amending the City's Position Control List and Salary Schedule to include adding the position of City Clerk and reallocating the Deputy City Clerk to City Clerk.

Background

Despite the evolving operational needs of the city organization as well as the responsibilities and role of the City Clerk position over the years, the City Clerk job description has remained unchanged since 1996, when it was included as part of the City Manager duties. Recognizing the importance of the City Clerk role in ensuring the smooth functioning of our local government and the efficient management of administrative tasks, it has become imperative to update the job description to reflect the current demands and expectations of the position and the City organizational structure.

Summary & Discussion

The City of Del Rey Oaks has experienced significant changes in recent years, and the duties and role of the City Clerk have expanded to encompass a broader scope of responsibilities. The City Clerk plays a crucial role in maintaining accurate records, providing administrative support to the City Council, and acting as a liaison between the community and the local government.

The update of the City Clerk job description will ensure that it aligns with modern best practices and current legal requirements, ultimately leading to increased efficiency and effectiveness in city operations.

As the City continues to improve operations and expand services, staff roles and responsibilities and the organizational structure of the City have continued to evolve. The reallocation of the Deputy City Clerk to the City Clerk position will better align position designations with current roles and responsibilities.

Fiscal Impacts

There will be no financial impact as a result of this action. The recommended action reassigns the Deputy City Clerk title to City Clerk without change to salary or benefits.

ATTACHMENTS:

- Resolution 2023-14
- City Clerk Job Description
- Amended Position Control List
- Amended Salary Schedule

Respectfully Submitted,

John Guertin
City Manager

RESOLUTION NO. 2023 - 14

A RESOLUTION OF THE CITY OF DEL REY OAKS AMENDING THE POSITION CONTROL LIST AND SALARY SCHEDULE FOR THE FISCAL YEAR 2023-2024

-oOo-

City of Del Rey Oaks

Position Control List for FY 2023-2024

| Position | Actual | Budget | Approved |
|---|-----------|-----------|-----------|
| | 2021-22 | 2022-23 | 2023-24 |
| City Manager | 1 | 1 | 1 |
| Deputy City Clerk & Assistant to the City Manager | 0 | 1 | 0 |
| City Clerk | | | 1 |
| Deputy City Clerk | 1 | 0 | 0 |
| Administrative Assistant | 1 | 1 | 1 |
| Assistant City Manager and Chief of Police | 1 | 1 | 0 |
| Chief of Police | 0 | 0 | 1 |
| Commander | 1 | 1 | 1 |
| Sergeant | 3 | 3 | 3 |
| Police Officer * | 5 | 5 | 5 |
| Public Works Supervisor | 1 | 1 | 1 |
| Total Positions | 14 | 14 | 14 |

*Police Officer positions are authorized at 6 but only 5 positions are filled for FY 23-24 Budget

08/22/2023-1st Amendment: Deputy City Clerk & Asst to the CM position was reclassified to City Clerk with no fiscal impact

Salary Schedule (See attachment A)

PASSED AND ADOPTED at a regular meeting of the Del Rey Oaks City Council duly held on August 22, 2023, by the following vote:

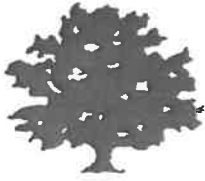
- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Scott Donaldson, Mayor

ATTEST: _____
John Guertin, City Clerk

**CITY OF DEL REY OAKS
SALARY SCHEDULE FOR FISCAL YEAR 2023-2024**

| Title | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Contract |
|---------------------------------|---------------------------------------|------------|------------|------------|------------|------------|
| City Manager | Per Contract | | | | | |
| Monthly | | | | | | 16,041.67 |
| Bi-weekly | | | | | | 7,404.00 |
| Hourly Rate | | | | | | 92.55 |
| Annual | | | | | | 192,500.00 |
| Chief of Police | Per Contract | | | | | |
| Monthly | | | | | | 13,333.33 |
| Bi-weekly | | | | | | 6,154.00 |
| Hourly Rate | | | | | | 76.93 |
| Annual | | | | | | 160,000.00 |
| City Clerk | | | | | | |
| Monthly | 6,974.92 | 7,323.33 | 7,689.08 | 8,073.83 | 8,477.75 | |
| Bi-weekly | 3,219.20 | 3,380.00 | 3,548.80 | 3,726.40 | 3,912.80 | |
| Hourly Rate | 40.24 | 42.25 | 44.36 | 46.58 | 48.91 | |
| Annual | 83,699.00 | 87,880.00 | 92,269.00 | 96,886.00 | 101,733.00 | |
| Administrative Assistant | | | | | | |
| Monthly | 4,550.00 | 4,777.08 | 5,016.25 | 5,267.58 | 5,531.08 | |
| Bi-weekly | 2,100.00 | 2,204.80 | 2,315.20 | 2,431.20 | 2,552.80 | |
| Hourly Rate | 26.25 | 27.56 | 28.94 | 30.39 | 31.91 | |
| Annual | 54,600.00 | 57,325.00 | 60,195.00 | 63,211.00 | 66,373.00 | |
| Police Commander | | | | | | |
| Monthly | 8,526.67 | 8,952.58 | 9,400.33 | 9,869.83 | 10,363.08 | |
| Bi-weekly | 3,935.40 | 4,131.96 | 4,338.60 | 4,555.32 | 4,782.96 | |
| Hourly Rate | 46.85 | 49.19 | 51.65 | 54.23 | 56.94 | |
| Annual | 102,320.00 | 107,431.00 | 112,804.00 | 118,438.00 | 124,357.00 | |
| Police Sergeant | | | | | | |
| Monthly | 7,525.67 | 7,902.42 | 8,297.42 | 8,712.33 | 9,147.33 | |
| Bi-weekly | 3,473.40 | 3,647.28 | 3,829.56 | 4,021.08 | 4,221.84 | |
| Hourly Rate | 41.35 | 43.42 | 45.59 | 47.87 | 50.26 | |
| Annual | 90,308.00 | 94,829.00 | 99,569.00 | 104,548.00 | 109,768.00 | |
| Police Officer | | | | | | |
| Monthly | 6,490.08 | 6,814.08 | 7,154.42 | 7,513.00 | 7,887.92 | |
| Bi-weekly | 2,995.44 | 3,144.96 | 3,302.04 | 3,467.52 | 3,640.56 | |
| Hourly Rate | 35.66 | 37.44 | 39.31 | 41.28 | 43.34 | |
| Annual | 77,881.00 | 81,769.00 | 85,853.00 | 90,156.00 | 94,655.00 | |
| Public Works Supervisor | | | | | | |
| Monthly | 5,655.83 | 5,938.42 | 6,234.83 | 6,546.83 | 6,964.50 | |
| Bi-weekly | 2,610.40 | 2,740.80 | 2,877.60 | 3,021.60 | 3,214.40 | |
| Hourly Rate | 32.63 | 34.26 | 35.97 | 37.77 | 40.18 | |
| Annual | 67,870.00 | 71,261.00 | 74,818.00 | 78,562.00 | 83,574.00 | |
| Temporary/Part Time EE | At the discretion of the City Manager | | | | | |
| Hourly Rate | | | | | | 50.00 |



CITY OF DEL REY OAKS

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

Job Description: **CITY CLERK**

Definition

Under direction, the City Clerk maintains the official records of the City and other commissions and committees, including minutes and actions taken; provides a variety of public service activities including taking in payments, resolving customer service problems and providing information and assistance regarding City services and procedures; performs a variety of complex and responsible office support work for City Hall staff; prepares and distributes a variety correspondence, reports and forms; maintains accurate records and files; and performs related work as required.

Class Characteristics

This class acts as the records manager for the City, receiving official documents, maintaining records and performing a variety of office administrative work in support of the City Manager. Responsibilities include ensuring that all legal meeting notice requirements are fulfilled and that Council actions are recorded and followed through. This class is distinguished from other City office administrative classes by the legal requirements and status attendant with serving as the designated City Clerk.

Examples of Duties (Illustrative Only)

- Confers with the City Manager regarding the Council agenda; coordinates the preparation and distribution of agenda packages.
- Prepares and publishes legal notices of all public meetings and hearings.
- Prepares and maintains files of all City Council minutes, resolutions and ordinances; maintains files of all agreements, deeds and other required documents.
- Updates the municipal code and government code on a periodic basis.
- Publishes public notices, distributes plans and specifications, attends bid openings and prepares award for formal bid processes.
- Distributes and files nomination papers for Council candidates; maintains conflict of interest files as required.

- Plans, manages, and conducts municipal elections and special elections, ensuring compliance with relevant laws and codes. Administers the filing officer services for the Fair Political Practices Commission.
- Oversees the operations of the City-wide records management program, document imaging system, and records preservation and destruction. Ensures compliance with legal requirements for recording, retention, and disclosure of City records.
- Serves as Public Records Coordinator, ensuring compliance with the Public Records Act, the Freedom of Information Act, and the Brown Act. Reviews and monitors legal requests for records and ensures public records are open for inspection.
- Prepares correspondence, reports, forms, purchase orders, labels and specialized documents from drafts, notes, previous documents or brief instructions, using a word processor or typewriter.
- Proofreads and checks materials for accuracy, completeness, compliance with departmental and City policies and correct English usage, including grammar, spelling and punctuation.
- Prepares and updates a variety of reports and records which may require the use of arithmetic calculations and the consolidation of materials from several sources.
- Establishes and maintains office files; researches and compiles information from such files and purges or transfers files as required.
- Provides information and assistance to callers at a public counter or over the telephone; resolves issues and problems; takes messages, or directs the caller to the proper individual or agency.
- Collects and receipts payments for building, encroachment, fence and other permits, business licenses and other revenues due to the City; balances receipts and money received.
- Assists with business license billing and warrant and payroll processing; maintains records regarding employee leaves.
- Opens, sorts, date stamps and distributes incoming mail; processes outgoing mail.

Knowledge, Skills, and Abilities

The City Clerk should possess the following knowledge, skills, and abilities:

- Knowledge of administrative principles and practices, budget development, contract administration, and risk management.
- Understanding of municipal government administration and functions, including the role of an elected City Council.
- Knowledge of public agency record-keeping, municipal elections, and City Clerk functions.

- Familiarity with relevant laws, regulations, ordinances, and policies, such as the Public Records Act, Freedom of Information Act, Brown Act, FPPC procedures, and election laws.
- Proficiency in record-keeping principles and procedures.
- Ability to develop and implement goals, policies, and procedures, and provide leadership to the department.
- Capability to interpret and ensure compliance with legal requirements and regulations.
- Ability to coordinate municipal elections and oversee records management systems.
- Skill in preparing clear and concise reports, correspondence, and other written materials.
- Excellent organizational and time management skills, with the ability to prioritize tasks effectively.
- Proficiency in using office equipment and computer applications.
- Strong communication skills, both verbal and written.
- Ability to establish positive working relationships with various stakeholders.

Education and Experience

Any combination of training and experience that provides the required knowledge, skills, and abilities is qualifying. A typical qualification would be:

- An Associate of Arts degree in public or business administration and three (3) years of increasingly responsible experience performing similar duties in a public agency.
- A Bachelor's degree, experience in a City Clerk's office, and supervisory experience are preferred.

License and Certificates

The City Clerk should possess or have the ability to obtain:

- A Notary Public certification.
- A Certified Municipal Clerk certification is highly desirable.

Working Conditions:

Physical Demands:

The City Clerk works primarily in a standard office setting with moderate noise levels and controlled temperature conditions. The position involves mobility to visit various City and meeting sites, operating a motor vehicle, and using standard office equipment, including a computer. While the role is primarily sedentary, standing and walking between work areas may be required. The City Clerk should have finger dexterity to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Occasionally, the employee may need to bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. The ability to lift, carry, push, and pull materials and objects up to 25 pounds is also necessary.

Environmental Elements:

The City Clerk works in an office environment with controlled temperature conditions and no direct exposure to hazardous physical substances.

Special Requirements:

The City Clerk is required to attend various meetings, some of which may occur at night.

Note: This job description is not exhaustive and may be subject to changes and additional duties as assigned by the City Manager.



Staff Report

DATE: August 22, 2023

TO: City Council

FROM: John Guertin, City Manager

SUBJECT: Approve Agreement with Regional Government Services for Finance and Human Resources Management and Administrative Services

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

Approve an agreement with Regional Government Services (RGS) for Finance and Human Resources Management and Administrative Services for FY 2023-2024 & FY 2024-2025.

Discussion

The City has established an excellent working relationship with RGS since our initial agreement dated November 21, 2019. They have supplied Finance and Human Resource services for the Police Department and City Hall with professionalism and solid results. These duties include Accounts Payable, Payroll, Accounts Receivable, Bank Reconciliations, training staff, developing policies and procedures, CalPERS Processing, Council Financial Reporting and Audit Support and Budget preparation.

The use of RGS services ensures that there are no legacy costs for services rendered as opposed to hiring employees and having long term retirement and health insurance costs after they retire.

Recommendation

Staff recommends approval of the Management and Administrative Services Agreement with RGS.

Fiscal Impact

The total not-to-exceed contract amount is \$207,900 per fiscal year. This is a 5% increase from FY 2022-2023 contract of \$198,000. FY 2023-24 costs are included in the FY 2023-24 Adopted Budget.

Attachments

RGS Agreement

Respectfully submitted

John Guertin
City Manager



REGIONAL GOVERNMENT SERVICES

SERVING PUBLIC AGENCIES SINCE 2002

AMENDMENT NO. 1 TO MANAGEMENT AND ADMINISTRATIVE SERVICES AGREEMENT

This first amendment to the Management and Administrative Services Agreement between the CITY OF DEL REY OAKS (“Agency”) and Regional Government Services Authority, hereinafter called “RGS” is made and entered into this 1st day of July 2023.

RECITALS

The Agency and RGS entered into an Agreement for services dated August 1, 2022. This Amendment is entered into with reference to the following facts and circumstances:

- A. Section 2, Term of the Agreement and Termination, includes two one (1) year extension options to renew, extending service to June 30, 2024 and June 30, 2025 respectively, by mutual agreement of the parties.
- B. RGS and the City are both desirous of extending the agreement through two years to June 30, 2025; therefore -
- C. **Section 2.1** is amended to extend the term of the Agreement to remain in force to June 30, 2025.
- D. **Section 3**, Compensation, is amended to add the following sentence –
Payment for services under this Agreement shall (1) not exceed \$207,900 during the period July 1, 2023 – June 30, 2024, (2) shall be based on the rates noted in the table below effective July 1, 2023, and (3) shall be adjusted at July 1, 2024 to include a COLA not to exceed 5% per the Agreement terms, and (4) shall not exceed \$207,900 plus the indicated COLA for the period July 1, 2024 – June 30, 2025.

RGS STAFF RATES eff 7/1/23 – 6/30/24

| TITLE | HOURLY RATE* |
|-------------------------------|--------------|
| Strategic Services Consultant | \$176 |
| Senior Advisor | \$150 |
| Advisor | \$128 |
| Technical Specialist | \$114 |
| Administrative Specialist | \$102 |

* Subject to COLA adjustment at 7/1/24 per the Agreement terms

- E. All other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Additional Services Amendment to be executed on the date first above written by their respective officers duly authorized in that behalf.

Dated: _____

Dated: _____

Agency

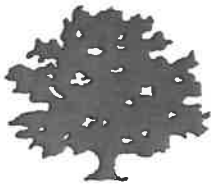
RGS

John Gueritn, City Manager

Sophia Selivanoff, Executive Director

RGS provides quality, innovative, cost-effective services exclusively to public agencies.
Main 650.587.7300 Fax 650.587.7311 · P.O. Box 1350 Carmel Valley, CA 93924

www.rgs.ca.gov



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: August 22, 2023

TO: Honorable Mayor and City Council

FROM: John Guertin, City Manager

SUBJECT: Recommended Changes to Del Rey Oaks Personnel Manual

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

Approve Resolution 2023-16 amending the City of Del Rey Oaks Personnel Manual.

Background

The City Council is authorized and directed under the Del Rey Oaks Municipal Code to adopt rules for the administration of the City’s personnel system. The Del Rey Oaks Personnel Manual (“Manual”) was last amended in 2010 and needs updates to ensure compliance with current labor laws and best practices.

Summary & Discussion

Recently, the City has engaged with Regional Government Services to conduct a comprehensive review to both modernize and revise any necessary language in the Personnel Manual. Although the review is still ongoing, the City Manager requests updated language concerning Fair Labor Standards Act (FLSA) Section 7(k) exemption in Articles 9.01 and 9.02.

The Section 7(k) exemption allows employers to extend the work period length beyond seven (7) consecutive days and increase the maximum hours threshold. This exemption was created for public agencies and is widely used in police departments for employees regularly engaged in law enforcement activities.

The Section 7(k) exemption allows for a public agency to define the work period from seven (7) consecutive days to twenty-eight (28) consecutive days. For work periods of at least seven (7) but less than twenty-eight (28) days, overtime pay is required when the number of hours worked exceeds the number of hours that bears the same relationship to one hundred seventy-one (171) as the number of days in the work period bears to twenty-eight (28). For example, law enforcement

personnel must receive overtime after eighty-six (86) hours worked during a fourteen (14) day work period.

Although the City has outlined this nearly exact overtime practice in the current Manual, it has been advised to include additional clarifying language. The City will maintain its fourteen (14) day work period for eligible, non-exempt law enforcement personnel. In keeping with the FLSA Section 7(k) exemption, law enforcement personnel must receive overtime after eighty-six (86) hours worked during a 14-day work period. The recommended changes will adjust the overtime threshold for these employees from eighty-four (84) hours to eighty-six (86) hours in a work period.

Fiscal Impacts

There are no currently known fiscal implications to approving the language changes except for the slightly less overtime payout that will likely be realized. The changes recommended will save the City money and will not impact police department operations.

Recommended Action

Adopt Resolution 2023-16 with amendments as directed by Council.

ATTACHMENTS:

1. Resolution 2023-16
2. Summary of Personnel Manual changes to Articles 9.01 and 9.02.

Respectfully Submitted,

John Guertin
City Manager

RESOLUTION NO. 2023-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS APPROVING CHANGES TO THE PERSONNEL MANUAL REGARDING OVERTIME

WHEREAS, The City Council is authorized and directed under the Del Rey Oaks Municipal Code to adopt rules for the administration of the City’s personnel system; and

WHEREAS, The Del Rey Oaks Personnel Manual (“Manual”) was last amended in 2010 and needs updates to ensure compliance with current labor laws and best practices; and

WHEREAS, the City Manager requests updated language concerning Fair Labor Standards Act (FLSA) Section 7(k) exemption in Articles 9.01 and 9.02; and

WHEREAS, The Section 7(k) exemption allows employers to extend the work period length beyond seven (7) consecutive days and increase the maximum hours threshold.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Del Rey Oaks hereby approves modifications to Section 9 of the Personnel Manual to read as presented in Exhibit A (attached).

PASSED AND ADOPTED by the City of Del Rey Oaks this 22nd day of August, 2023, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

SIGNED:

Scott Donaldson, Mayor

ATTEST:

Karen Minami, City Clerk

EXHIBIT A
Recommendations
Del Rey Oak Policy Personnel Manual
8/17/2023

Section 9 – General Working Conditions

Article 9.01 Attendance and Work Periods

Item C – Standard Work Periods

The standard workday for employees shall be eight (8) hours and the standard work week shall be forty (40) hours to be worked within five (5) consecutive days. The standard work period for non-exempt law enforcement employees, as defined by the FLSA and as designated by the City under the 7(k) partial overtime exemption provision of the FLSA, have a fourteen (14) day regular reoccurring work period.

Item D – Alternate Work Periods

Upon the request of a Department Head or at the City

Manager's discretion, the City Manager is hereby authorized to designate other working hours and work periods for employees when, in his or her opinion, the best interest of the City may be served by such readjustment.

Article 9.02 Overtime

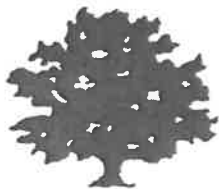
Item B

Overtime is defined as working more than 40 hours in a week by non-police personnel ~~or 84 hours in a work period for non-exempt police personnel~~. Employees working overtime may at the discretion of the Department Head and/or City Manager, receive compensatory time off in lieu of payment of overtime at the rate of one and one-half hours for each hour worked. Compensatory time is limited to a maximum accumulation of eighty hours (80) without the written approval of the City Manager. Upon written approval of the City Manager, an employee may be paid for any compensatory time off in excess of 80 hours. An employee who has accrued compensatory time and requests to use the time off shall be permitted to do so within a reasonable period if the time off does not unduly disrupt the operations of the Department and with written approval of the Department Head. Non-exempt law enforcement employees, as defined by the FLSA and as designated by the City under the 7(k) partial overtime exemption provision of the FLSA, have a fourteen (14) day regular reoccurring work period. When the number of hours actually worked by non-exempt law enforcement employees exceeds eighty-six (86) in the designated fourteen (14) day work period, and those hours have been approved by the supervisor, the excess hours are considered overtime.

Article 9.10 Holiday

Item C – Employees Required to Work on Holidays

Employees Required to Work on Holidays Any employee eligible for holiday pay who is required to work on a day designated as a holiday under the provisions of this section or such other day as authorized by the City shall be paid at the straight time rate for the first eight (8) hours of work on said day and in addition, shall receive pay equal to and in lieu of time off for said holiday. Hours worked in excess of eight (8) on such days shall be considered as overtime and shall be compensated for under the appropriate overtime pay provisions. When a day designated as a holiday under the provisions of this section and or such other day as authorized by the City falls on a normally assigned day off of an employee who is eligible for holiday pay, said employee shall receive additional pay equal to and in lieu of time off for said holiday.



CITY OF DEL REY OAKS

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

DATE: August 22, 2023
TO: City Council Members
John Guertin, City Manager
FROM: Denise Duffy, DD&A, Housing Element Planning Consultant
SUBJECT: Status Report Housing Element Updates

6th Cycle Housing Element Update

The following provides a status report on the 6th Cycle Housing Element Updates (HEU) process.

City of Del Rey Oaks 6th Cycle Background

The Regional Housing Needs Allocation (RHNA) for the 6th Cycle was confirmed in October 2022. RHNA is mandated by state law and quantifies needed housing within each jurisdiction during the specified planning periods or cycles. The 6th cycle RHNA for the City is 184 units, with assigned 53.26% for low and very-low income (98 units). On March 28, 2023, the City Council approved a contract for DD&A to undertake the needed work to complete the City's 6th Cycle Housing Element Update. A series of workshops and public meetings were held in March, May, and July 2023 as more fully described below. Information was also provided to the Planning Commission and City Council via status reports from the City Manager, and written status reports on the progress of the Update process.

Housing Element Contents

Key components of the housing element are set forth under State law (California Government Code Sec. 65583 et seq) and related land use regulations related to housing. The Draft 6th Cycle Housing Element will include the following components:

1. **Background Information:** A housing needs assessment which identifies and analyzes the existing and projected housing needs within the City by examining demographic, employment, and housing trends and conditions, with attention paid to special housing needs (e.g., seniors, large families, persons with disabilities).
2. **Constraints on Housing Analysis:** An analysis of existing and potential governmental and nongovernmental barriers to housing development.
3. **Housing Resources:** An inventory of resources relevant to meeting the City's housing needs, including a sites inventory for available land to accommodate the RHNA.
4. **Housing Plan:** A statement of goals, policies, quantifiable objectives, and financial resources available for the preservation, improvement, and development of housing.
5. **Evaluation of Past Performance:** Review of the previous Housing Element to measure progress and effectiveness of housing and outreach policies and programs.

6. Public Participation: Public outreach and community engagement program, to include all economic segments of the community including any underrepresented groups.
7. Sites Inventory: Identify locations of available sites to ensure there is enough land zoned for housing to meet the future need at all income levels.
8. Affirmative Further Fair Housing (AFFH): Assembly Bill 686 was passed in 2018 as the statewide framework to affirmatively further fair housing (AFFH) to promote inclusive communities, further housing choice, and address racial and economic disparities through government programs, policies, and operations.

Public Review Draft 6th Cycle Housing Element Update and Comments (May 2023)

After public input and notification, the local review or Public Review Draft 6th Cycle Housing Element Update was published on May 26, 2023. The City published notification of the availability of the draft on the City’s website and provided notification via email blast and direct mail. The notice identified the purpose of a housing element and how to provide comments for the 6th Cycle Housing Element prior to the 30-day review period close of June 26, 2023. The 6th Cycle Draft Housing Element Update was made available on the City’s website at: <https://www.delreyoaks.org/commdev/page/6th-cycle-public-review-draft-housing-element-update-may-2023>.

After the close of the 30-day review period, comments were received from the local school district and a local NGO. All comments were posted on the City website. A status report was also posted on the City website detailing the comments and status of the 6th Cycle Housing Element Update at that time.

July 2023 Status Report and Planning Commission Hearing

At the July 12, 2023 Planning Commission meeting, a duly noticed public hearing was held. A presentation provided an overview of the required contents of a Housing Element Update and how the May Draft Housing Element addressed each of the requirements for a Housing Element.

Sites Inventory. The City must demonstrate in its Housing Element the ability to meet its RHNA allocation, through the provision of sites suitable for residential development. To meet the assigned housing needs, the Housing Element must identify sites that may be suitable for residential development, including vacant and non- vacant sites throughout the City. The City is required to specify the projected housing type/density for each identified site. State law requires that adequate sites for RHNA be available for the entire duration of the Housing Element planning period. Drafts of the site inventory analysis were discussed during the March meetings. The draft inventory was presented during the May 3rd, May 9th and May 17th public workshops and hearings. Information for the Sites Inventory selection may be found in Chapter 3 and Appendix C of the Draft 6th Cycle Housing Element Update.

Policies and Programs. Per the required Housing Plan, Item 4, above, guidance provides that a housing plan is a *statement of goals, policies, quantifiable objectives, and financial resources available for the preservation, improvement, and development of housing*. The May meetings above also addressed policies and programs of the draft plan. The May 9th joint workshop with Planning Commission and City Council provided a review of programs. The Planning Commission reviewed programs from the 5th and 6th cycle and provided input on retaining the programs and

new programs. The meeting was publicly noticed, and the programs and PowerPoint were provided in a staff report also posted on the City’s website.¹ Information for the draft policies and programs for the 6th cycle may be found in Chapter 7 of the Draft.

AFFH. The draft Housing Element identifies requirements for AB 686, or Affirmatively Furthering Fair Housing (AFFH). A full AFFH analysis may be found in Appendix A of the Draft 6th Cycle Housing Element Update.

Public Participation. A key requirement of the Housing Element is public participation. The City conducted public workshops and hearings on the City’s 6th Cycle Update on March 16th and March 28th prior to initiation of the 6th Cycle Update. Additional workshops were conducted on May 3rd, and May 9th. At the May 3, 2023 and May 9, 2023 workshops, available sites for affordable housing and existing programs were discussed. The May meetings above also addressed policies and programs of the draft plan. The May 9th joint workshop with Planning Commission and City Council provided a review of programs. The Planning Commission reviewed programs from the 5th and 6th cycle and provided input on retaining the programs and new programs. The meeting was publicly noticed, and the programs and PowerPoint were provided in a staff report also posted on the City’s website. Additional public input was sought during the Planning Commission meeting on May 17, 2023. The presentation on May 17, 2023 provided the inventory of available sites presented on May 3rd and May 9th. Information for the draft policies and programs for the 6th cycle may be found in Chapter 7 of the local review Draft. An overview of the public participation conducted is presented in Introduction and can also be found in Appendix B of the Draft 6th Cycle Housing Element Update.

Comments received during the 30-day public review were presented at the July 12, 2023 meeting and included in the packet for the Planning Commissioners². City staff and City Housing Element consultant requested direction on programs and updates to the program related to the comments received. The public hearing included opportunities for discussion and questions regarding the update and the process. After reviewing written comments received, and opening up the meeting to public comments, Planning Commissioners provided direction on sites inventory and programs and policies. An updated program was added per the request of the Monterey Peninsula Unified School District related to potential employee housing for MPUSD employees. This program can be found in the State Housing and Community Development (HCD) Review Draft 6th Cycle Housing Element Update, Chapter 7.

HCD Review Draft 6th Cycle Housing Element Update (July 2023)

It is advantageous to submit a draft for HCD review as early as possible so that timely subsequent reviews

¹ March 28th handouts provided current programs. May 9th City Council/Planning Commission Workshop, and May 17th Planning Commission staff report attachments and presentation included 5th Cycle and draft 6th Cycle revised programs.

² Two comment letters were received on the 6th Cycle draft HEU and are posted on the City’s website: <https://www.delreyoaks.org/cityhall/page/del-rey-oaks-housing-element>. Planning Commissioners were encouraged to review the letters prior to the July 12th meeting in order to be prepared for discussion of the revised program requests.

may occur. The revisions were completed in July and an HCD Review Draft of the 6th Cycle Housing Element was submitted to HCD for their required 90-day review. The City also posted this HCD Review Draft 6th Cycle Housing Element Update on the City's Housing Element webpage³.

HCD Review Requirements

The statutory deadline for completing the update of the Housing Element for the 6th cycle planning period is December 15, 2023. This tight timeline necessitates early development, review, and collaboration of the documentation. The above 30-day public comment period provided local early input. Now that the HCD Review Draft 6th Cycle Housing Element Update is submitted, HCD requires a 90-day review period for their review.

Upon completion of HCD review, requested revisions from HCD on the draft will guide the document revisions.

Next Steps

- City Council Status Report on August 22, 2023 Public Meeting (No action)
- HCD Mandatory Review of Draft Housing Element (90 days) ending in October 2023
- After receipt of HCD review comments, provide update to Planning Commission and City Council and address HCD comments. As needed, prepare updated Draft, and submit to HCD for review and continue to work with HCD on revisions and meeting statutory deadline during review.
- Planning Commission/City Council hearings on 6th Cycle Housing Element Update Adoption (Fall and Winter 2023).

2023 5th Cycle Housing Element Update Status

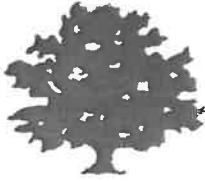
The 5th Cycle Housing Element Update was adopted by the City Council in December 2019. In 2020, HCD sent a letter stating that the 2019 Element would not be certified as compliant until the City adopted an Emergency Shelter Ordinance and completed the rezoning identified in Program A.1. After a legal challenge was withdrawn, the City conducted public workshops, met with HCD staff and completed revisions to 5th Cycle Update. Specifically, the 2023 5th Cycle Housing Element Update revised Program A.1 to commit the City to rezoning Sites 1 and 1a in former Fort Ord, necessary to achieve required 5th Cycle compliance. On March 28, 2023, the City Council confirmed the final changes to Programs A.1 and adopted the Emergency Shelter Ordinance. This ordinance was required by HCD for compliance.

The 5th Cycle Update draft was finalized and sent to HCD for a 60-day review on April 24, 2023. DD&A conferred with HCD during this review. HCD final review indicates the emergency shelter ordinance was approved by HCD as adopted with no required changes. HCD staff also reviewed the 2023 5th Cycle Housing Element Update and indicated the City can adopt the HEU; no changes are requested or required. (They recommended the City adopt the 2023 5th Cycle Housing Element Update that HCD reviewed without changes, as this will expedite their final compliance review). HCD also noted the City will need to complete rezoning of Sites 1 and 1a for final HCD certification for compliance.

³ <https://www.delreyoaks.org/cityhall/page/del-rey-oaks-housing-element>

The City prepared a Draft Environmental Impact Report (Draft EIR), pursuant to the requirements of CEQA Guidelines §15105, for the City of Del Rey Oaks 2023 Draft Housing Element Update. The Draft EIR is online at <https://www.delreyoaks.org/commdev/page/housing-element>. Written comments on the Draft EIR will be accepted during the required 45-day review period.

Planning Commission and City Council meetings for adoption of the update and rezoning will be scheduled in September and October as needed. The City Council scheduled meeting in October will complete the final action for 2023 5th Cycle Housing Element Update and rezoning.



CITY OF DEL REY OAKS

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

DATE: August 22, 2023

TO: Honorable Mayor and City Council

FROM: John Guertin, City Manager

SUBJECT: Adoption of an Ordinance Amending Municipal Code Sections 5.24.020, 5.24.030 and 5.24.040 Pertaining to Short-term Rentals

RECOMMENDATION:

1. Waive First Reading and Introduce an ordinance to amend Del Rey Oaks Municipal Code Sections 5.24.020, 5.24.030 and 5.24.040 Pertaining to Short-term Rentals; and
2. Direct that publication of the ordinance will be satisfied by publication of a summary approved by the City Attorney.

BACKGROUND:

In 2018, the Council adopted an ordinance to add Chapter 5.24 to the Del Rey Oaks Municipal Code and to amend Chapters 17.08, 17.12, and 17.28 of the Del Rey Oaks Municipal Code to regulate and tax short-term rentals in the city. The ordinance regulates “hosted” and “un-hosted” short-term rentals within the City of Del Rey Oaks and imposes and provides for the collection and payment of fees and a transient occupancy tax. “Hosted” and “Un-Hosted” are defined in the ordinance as follows:

- *Hosted* rentals shall mean a home-sharing activity whereby a portion of a primary residence (typically a bedroom) is rented. Hosted rentals are also known as “home-sharing.” (Also referred to as “home share” rentals.)
- *Un-hosted* rentals shall mean a home-sharing activity whereby the Host remains off-site during the guest's stay. Un-hosted rentals are also known as “vacation rentals.” (Also known as “whole home” rentals.)

Currently, the City has seven (7) hosted and twenty-two (22) un-hosted short-term rental licensees. It should be noted that two (2) of the un-hosted rentals are listed as the primary residence of the licensee and are only rented when the owners are on vacation.

The Del Rey Oaks short-term rental regulations are currently the most permissive in the region.

DISCUSSION:

In September 2022, the Planning Commission received an update on the Short-term Rental Program and directed staff to monitor the increase in un-hosted licenses, research surrounding city ordinances/programs, and return with recommendations for amendments to the Del Rey Oaks ordinance. City staff conducted research on other regional STR programs to evaluate how

they compare to our program and to develop recommended changes that are effective, practical, fair, and consistent with best practices.

At the August 9th Planning Commission meeting the Commission considered recommendations for amendments to the existing short-term rental ordinance and received public input. The table below provides a summary of the Commission's recommended changes:

| Issue | Current Regulations | Proposed Changes |
|-----------------------------|---------------------|---|
| STR License Cap | None | <ul style="list-style-type: none"> • Un-hosted STR Licenses capped at 25 (≈3% available City housing units). • Hosted STR Licenses remain unlimited. • Whole home rentals of primary residences are not included in the cap. |
| Vehicle Limits | None | Maximum numbers of vehicles allowed (both on- and off-street) cannot exceed total number of bedrooms |
| Amplified Sound Prohibition | None | No amplified sound beyond property boundary. |
| | | |

In addition to the above changes, staff has also made other non-substantive changes for additional clarity. Additional changes include proper capitalization and usage of standard definitions for consistency purposes. The proposed ordinance changes will address resident concerns about the number of STRs in the community and provide better “tools” to the City’s code enforcement effort, while making program requirements straightforward to the public.

Following the Planning Commission meeting the Ordinance will go to the City Council for review and adoption. The Ordinance will go into effect 30 days following the final adoption by the Council.

CEQA:

In May 2018, the City Council found that the establishment of the Short-Term Rental Ordinance would not have a significant effect upon the environment. The proposed amendment would make minor revisions to STR regulations and will not result in any significant impacts.

ATTACHMENTS:

1. Del Rey Oaks Municipal Code, Chapter 5.24 with Redlines
2. Proposed STR Ordinance

Respectfully Submitted,

John Guertin
City Manager

CHAPTER 5.24 SHORT-TERM RENTALS, HOME SHARING

5.24.010 Purpose and intent.

It is the purpose and intent of this chapter to regulate hosted and un-hosted short-term rentals within the City of Del Rey Oaks and impose and provide for the collection and payment of fees and a transient occupancy tax. Nothing in this chapter shall be construed to allow persons to engage in conduct that endangers others or causes a public nuisance.

(Ord. No. 293, § 2, 6-26-2018)

5.24.020 Definitions.

For the purposes of this Chapter, the following words or phrases shall have the following meanings:

City Manager shall mean the City Manager of the City of Del Rey Oaks, or his or her designee.

Guest shall mean the overnight occupant(s) renting a Short-term Rental for 30 or fewer consecutive days for remuneration and the visitors of the overnight occupants.

Host shall mean an owner or tenant who rents their residence for Short-Term Rental use.

Hosted rentals shall mean a ~~home-sharing activity whereby a portion of a primary residence (typically a bedroom) is rented~~ dwelling unit where the owner or tenant occupies a dwelling unit as his or her primary residence and offers a habitable portion thereof for transient occupancy by others, and is present during the occupancy of the hosted Short-term Rental. Hosted rentals are also known as "home-sharing."

Hosting platform shall mean a marketplace in whatever form or format that facilitates the Short-Term Rental activity, through advertising, match-making, or any other means, using any medium of facilitation, and from which the operator of the hosting platform derives revenues, including booking fees or advertising revenues, from providing or maintaining the marketplace.

Person shall mean any natural person, firm, association, organization, partnership, business trust, corporation, or company.

Primary residence shall mean a Host's permanent residence or usual place of return for housing as documented by at least two of the following and in the Host's name: motor vehicle registration; driver's license; voter registration; tax documents showing the residential unit as the Host's residence; or a utility or cellular phone bill.

Short-Term Rental shall mean a privately owned residential dwelling, such as, but not limited to, a single family detached or multiple family attached dwelling, apartment house, condominium, cooperative apartment, duplex, mobile home on permanent foundations or a manufactured home on permanent foundations, or any portion of such dwellings, rented for occupancy for dwelling, lodging or sleeping purposes for any period less than 30 consecutive days. Short-Term Rentals include Hosted and Un-hosted rentals.

Un-hosted rentals shall mean a ~~home-sharing activity whereby the Host remains off site during the guest's stay~~ dwelling unit that is offered for transient occupancy where the owner does not occupy the dwelling offered for transient occupancy as his or her principal residence. ~~Second units, Accessory Dwelling Units and Junior Accessory Dwelling Units lawfully established pursuant to Chapter 17 shall not be permitted for transient use.~~ Un-hosted rentals are also known as "vacation rentals."

(Ord. No. 293, § 2, 6-26-2018)

5.24.030 Short-term rental regulations.

- A. Short-Term Rentals shall not adversely affect the residential character of the neighborhood nor shall the use generate noise, vibration, glare, odors, or other effects that unreasonably interfere with any person's reasonable enjoyment of his or her residence.
- B. No person shall advertise, undertake, maintain, authorize, book, or facilitate any renting to transient guests - on a Hosting Platform or otherwise - in a manner that does not comply with this chapter.
- C. No person shall advertise any Short-Term Rental without a City issued Short-Term Rental license number depicted in a visible location on the advertisement, including any listing on a Hosting Platform.
- D. Short-Term Rentals shall not be used by more than two guests per bedroom plus a total of two additional guests at one time.
- E. All Short-Term Rentals shall have bathroom facilities accessible to guests.
- F. Events, parties, or group gatherings, including but not limited to weddings, banquets, and corporate events, are prohibited from occurring as part of any Short-Term Rental use.
- G. No signs shall be posted on the exterior of the dwelling advertising the presence of the Short-Term Rental use.
- H. No person shall offer or engage in a Short-Term Rental in any part of the property not approved for residential use, including but not limited to, a vehicle parked on the property, a storage shed, trailer, garage, or similar temporary structure such as a tent or yurt.
- I. Each designated on-site parking space at the Short-term Rental site shall be made available for use by overnight occupants of that site and any on-site driveway must be available for the use of the guest of the site. Each private contract or tenancy shall specify that the maximum number of tenant vehicles to be parked at or in proximity to a Short-term Rental (whether on-street or off-street) shall not exceed the number of bedrooms included in the contract or tenancy.
- J. Amplified sound that is audible beyond the property boundaries of the Short-term Rental site is prohibited.

(Ord. No. 293, § 2, 6-26-2018)

5.24.040 Additional regulations for un-hosted rentals.

- A. Nuisance Response Plan. Each Un-hosted Rental shall have on file with the City a Nuisance Response Plan accompanying an application for a license required by this Chapter, which shall contain the following information and otherwise be in a form required by the City Manager:
1. The name, mailing address, email address and telephone number of the property owner(s) and Host.
 2. The name, address, email address and telephone number of at least two contact persons available 24 hours per day who will be responsible for responding to and remediating any complaints regarding the Un-hosted Rental.
 3. The manner of responding to or causing a response to a nuisance complaint, including, but not limited to, the manner in which the complainant or complainants will be notified of the response and the method of documenting prompt responses and timely corrective action.

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(Supp. No. 2, Update 1)

4. The manner of assuring timely corrective action to remedy the conditions that caused the nuisance complaint within 30 minutes.
 5. A placard shall be placed in every Un-hosted Rental identifying the 24 hour contact person(s), as well as at a location readily visible from public property outside the Short-Term Rental during Short-Term Rental use.
- B. Each Un-hosted Rental shall be inspected annually by the City to ensure proper smoke and carbon monoxide alarms are installed and fire extinguishers are in accessible locations.
- C. Any complaint regarding a nuisance at an Un-hosted Rental shall be remediated within 30 minutes.
- D. Un-hosted Short-term Rental License Cap:**
1. The maximum number of Un-hosted Short-term Rental Licenses allowed throughout the City shall be 25.
 2. If the number of existing Un-hosted Short-term Rental Licenses exceeds 25, new applications shall be placed on a waiting list and licenses awarded in order of receipt as available.
 3. Un-hosted licenses for primary residences that are only rented on occasion when the owner is away are not included in the Un-hosted Short-term Rental License Cap.
 4. Hosted short-term rental licenses are not subject to the cap.

(Ord. No. 293, § 2, 6-26-2018)

5.24.050 Host requirements.

- A. The Host shall be responsible for any nuisance violations arising at a property during Short-Term Rental activities.
- B. The Host shall keep and preserve, for a period of three years, all records as may be necessary to determine the amount of any such tax as they may have been liable for the collection of and payment to the City, including the number and length of each Short-Term Rental stay, and the price paid for each stay.
- C. The City shall have the right to inspect such records at all reasonable times.

(Ord. No. 293, § 2, 6-26-2018)

5.24.060 Short-term rental; license required.

- A. No person shall operate a Short-Term Rental unless a Short-Term Rental license is in effect for the dwelling unit pursuant to the provisions of this Chapter.
- B. A Short-Term Rental license shall expire one year from the date of issuance.
- C. A Short-Term Rental license shall be non-transferrable, shall not run with the land, and shall be valid only at the original Short-Term Rental site.
- D. Each Short-Term Rental license application shall include the following information:
1. Address of the Short-Term Rental unit.
 2. Name, address, phone, and email contact information of the owner of the Short-Term Rental. A tenant of the Short-Term Rental shall have written permission to use the property for Short-Term Rental use from the property owner.

3. Name and phone number of the person(s) whose contact information is to be placed on a placard to be posted within the Short-Term Rental. This contact number and person must be reachable at all times during day or night and able to physically respond to the Short-Term Rental location within 30 minutes of telephone notification.
 4. A floor plan and site plan which shows the proposed use of each room, in each building, the street name, and parking.
 5. For Un-hosted Rentals, proof the City has verified smoke and carbon monoxide alarms are installed and fire extinguishers are in accessible locations.
 6. Any other information or documentation consistent with the provisions of this chapter requested by the City Manager.
- E. Every application for a Short-Term Rental license, including renewal applications, shall be accompanied by the Short-Term Rental license application fee in the amount established by resolution of the City Council.
- F. No person shall knowingly make a false statement of fact or knowingly omit any information that is required in an application for a Short-Term Rental license.
- G. The City Manager may deny an application for a Short-Term Rental license for any of the following reasons:
1. The application is incomplete;
 2. The application contains a false or misleading statement or omission of a material fact;
 3. The dwelling is subject to an enforcement action pursuant to any provision of the Del Rey Oaks Municipal Code;
 4. The applicant or the property owner is delinquent on any payment to the City of any fees, penalties, taxes, or any other monies related to the property;
 5. Within 12 months of the date of application, a Short-Term Rental license for the dwelling was revoked; or
 6. The operation of a Short-Term Rental by the applicant or at the dwelling is a threat to the public health, safety, or welfare.
- H. A Short-Term Rental license may be renewed if the Host meets the renewal requirements including: (1) payment of the renewal fee; (2) is deemed to have been in substantial conformance with the provisions of this Chapter for the past year; and (3) documents and provides any changes that have occurred to the information on the current Short-Term Rental application or license.

(Ord. No. 293, § 2, 6-26-2018)

5.24.070 Advertising short-term rentals without a license.

- A. No person or party shall post, publish, circulate, broadcast or maintain any advertisement or notice of a Short-Term Rentals within the City without having a valid Short-Term Rental license in place.
- B. Each day that an advertisement is posted, published, circulated, broadcast or maintained by a responsible party in violation of this section is a separate offense.

(Ord. No. 293, § 2, 6-26-2018)

5.24.080 Fees established.

A. The following fees are established and imposed pursuant to the provisions of this chapter:

1. Short-Term Rental license application fee; and
2. Short-Term Rental license appeal fee.

B. The City Council shall establish by resolution the amounts of the foregoing fees.

(Ord. No. 293, § 2, 6-26-2018)

5.24.090 Transient occupancy tax.

The Host shall comply with all the requirements of Del Rey Oaks Uniform Transient Occupancy Tax Ordinance. For the purposes of Del Rey Oaks Uniform Transient Occupancy Tax Ordinance, a Short-Term Rental shall qualify as a "hotel."

5.24.100 Enforcement, violations, fines and penalties.

A. In addition to any other remedies provided by law, the provisions of this Chapter may be enforced pursuant to Chapter 1.16 and Chapter 1.19 of the Del Rey Oaks Municipal Code. The administrative process set forth in Chapter 1.19 may be imposed for failure to comply with the provisions of this Chapter. Each day a violation is committed or permitted to continue shall constitute a separate offense. Violations of this Chapter shall be treated as a public nuisance, which shall be subject to a civil action for abatement by the City Attorney.

B. Violation of any provision of this Chapter by any Host, guest, owner, or operator shall constitute grounds to suspend or revoke a Short-Term Rental license.

C. Any Short-Term Rental Host, owner, permittee, or person who transacts or carries on any activity relating to Short-Term Rentals in the City without first having procured and complied with a Short-Term Rental license from the City and paying all applicable license fees shall be subject to administrative penalties as set forth in Del Rey Oaks Municipal Code Chapter 1.19, including administrative penalties imposed by a hearing officer for violation of any provision of this chapter in an amount not to exceed a maximum of \$2,500.00 per day for each continuing violation, in addition to administrative costs, interest and restitution for compliance re-inspections, for any related series of violations, and/or forfeiture of all rents received during the period Short-Term Rental use was allowed without a Short-Term Rental license, whichever amount is greater.

(Ord. No. 293, § 2, 6-26-2018)

5.24.110 Appeal of denial, revocation or suspension.

A. Any person who has been denied a license or to whom notice of revocation or suspension of a Short-term license has been mailed may appeal such determination pursuant to Chapter 1.19 of the Del Rey Oaks Municipal Code.

B. Any applicant or license holder whose license is denied or revoked shall be ineligible for a one-year period from applying for a new license. No person whose license has been revoked shall continue to engage in or carry on the activity for which the license was granted, unless and until such license has been reinstated or reissued.

C. Notwithstanding subsection A, a license issued pursuant to this Chapter may be suspended, revoked, or conditioned immediately upon the City Manager's determination that the immediate suspension of the

license is necessary to protect the public health, safety, or welfare. In such case the permittee subsequently shall be provided a notice of hearing and an opportunity to be heard by the city manager.

(Ord. No. 293, § 2, 6-26-2018)

5.24.120 Liens/special assessments.

Whenever the amount of any penalty, forfeiture, or administrative cost imposed by a hearing officer pursuant to this Chapter or Del Rey Oaks Municipal Code Chapter 1.19 has not been satisfied in full within 90 days or has not been successfully challenged by a timely writ of mandate, the obligation shall constitute a debt against the real property on which the violation occurred, and shall be subject to the processes set forth in Del Rey Oaks Municipal Code Chapter 1.19 for liens and special assessments.

(Ord. No. 293, § 2, 6-26-2018)

5.24.130 Administrative policy.

The City Manager shall have the authority to develop administrative policies and procedures consistent with this Chapter to implement the intent of this Chapter.

(Ord. No. 293, § 2, 6-26-2018)

ORDINANCE NO. 314

**AN ORDINANCE OF THE CITY OF DEL REY OAKS
AMENDING DEL REY OAKS MUNICIPAL CODE SECTIONS 5.24.020, 5.24.030 AND
5.24.040 PERTAINING TO SHORT-TERM RENTALS**

WHEREAS, In 2018, the City Council of the City of Del Rey Oaks adopted Ordinance 293 to regulate short-term rentals (STR); and

WHEREAS, In 2022, the Planning Commission received an update on the STR program and directed staff to proposed amendments to the STR Ordinance; and

WHEREAS, The establishment of an appropriate City regulatory program coupled with quantitative cap and other limits can best address negative impacts on the quality and character of the City's residential neighborhoods and on the availability and affordability of housing; and

WHEREAS, The City Council finds adoption of a comprehensive code to regulate issuance of and conditions attached to short-term rental licenses is necessary to protect the public health, safety, and welfare; and

WHEREAS, The City Council deems the establishment of an appropriate City regulatory program necessary to regulate this sector; and

WHEREAS, On August 9, 2023, the Planning Commission received an update on the program, considered staff recommended changes and recommended that the City Council adopt the proposed amendments to the STR Ordinance; and

WHEREAS, After a duly noticed public hearing on August 22, 2023, the City Council and approved the first reading of Ordinance 314; and

WHEREAS, After a duly noticed public hearing on September 26, 2023, the City Council approved a second reading of Ordinance 314; and

WHEREAS, Ordinance 314 shall not authorize any STR owner the right or privilege to violate any private condition, covenant or restriction applicable to the owner's property that may limit or prohibit use of such owner's residential property for short-term rental purposes; and

WHEREAS, Upon its effective date, Ordinance 314 shall supersede the amended sections of Ordinance 293.

NOW, THEREFORE, The City Council of the City of Del Rey Oaks does hereby ordain as follows:

SECTION 1. The City Council hereby finds and determines the foregoing recitals, which are incorporated herein by reference, are true and correct.

SECTION 2. SECTIONS 5.24.020, 5.24.030 and 5.24.040 of the Del Rey Oaks Municipal Code are hereby amended in their entirety to read as provided in Exhibit A.

SECTION 3. The City Council hereby finds the draft ordinance does not involve the approval of a project because the ordinance and its implementation do not result in a direct or indirect physical change in the environment or in a reasonably foreseeable indirect physical change in the environment. It is therefore exempt from the California Environmental Quality Act (CEQA) review. (Pub. Resources Code §21065; CEQA Guidelines §§15357, 15377, 15378).

SECTION 4. If any provision, section, paragraph, sentence, clause or phrase of this Ordinance, or any part thereof, or the application thereof to any person or circumstance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance, or any part thereof, or its application to other persons or circumstances. The City Council hereby declares that it would have passed and adopted each provision, section, paragraph, subparagraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, paragraphs, subparagraphs, sentences, clauses or phrases, or the application thereof to any person or circumstance, be declared invalid or unconstitutional.

SECTION 5. This Ordinance shall become effective immediately upon adoption on second reading.

INTRODUCED, PASSED AND ADOPTED at a regular meeting of the City Council of the City of Del Rey Oaks, State of California, held on the 22th day of August, 2023 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Scott Donaldson, Mayor

ATTEST:

Karen Minami, City Clerk

APPROVED AS TO FORM:

Alex Lorca, City Attorney

EXHIBIT A

TEXT AMENDMENTS TO DEL REY OAKS MUNICIPAL CODE SECTIONS 5.24.020, 5.24.030 and 5.24.040

5.24.020 Definitions.

For the purposes of this Chapter, the following words or phrases shall have the following meanings:

City Manager shall mean the City Manager of the City of Del Rey Oaks, or his or her designee.

Guest shall mean the overnight occupant(s) renting a Short-term Rental for 30 or fewer consecutive days for remuneration and the visitors of the overnight occupants.

Host shall mean an owner or tenant who rents their residence for Short-Term Rental use.

Hosted rentals shall mean a dwelling unit where the owner or tenant occupies a dwelling unit as his or her primary residence and offers a habitable portion thereof for transient occupancy by others, and is present during the occupancy of the hosted Short-term Rental. Hosted rentals are also known as "home-sharing."

Hosting platform shall mean a marketplace in whatever form or format that facilitates the Short-Term Rental activity, through advertising, match-making, or any other means, using any medium of facilitation, and from which the operator of the hosting platform derives revenues, including booking fees or advertising revenues, from providing or maintaining the marketplace.

Person shall mean any natural person, firm, association, organization, partnership, business trust, corporation, or company.

Primary residence shall mean a Host's permanent residence or usual place of return for housing as documented by at least two of the following and in the Host's name: motor vehicle registration; driver's license; voter registration; tax documents showing the residential unit as the Host's residence; or a utility or cellular phone bill.

Short-Term Rental shall mean a privately owned residential dwelling, such as, but not limited to, a single family detached or multiple family attached dwelling, apartment house, condominium, cooperative apartment, duplex, mobile home on permanent foundations or a manufactured home on permanent foundations, or any portion of such dwellings, rented for occupancy for dwelling, lodging or sleeping purposes for any period less than 30 consecutive days. Short-Term Rentals include Hosted and Un-hosted rentals.

Un-hosted rentals shall mean a dwelling unit that is offered for transient occupancy where the owner does not occupy the dwelling offered for transient occupancy as his or her principal residence. Second units, Accessory Dwelling Units and Junior Accessory Dwelling Units lawfully established pursuant to Chapter 17 shall not be permitted for transient use. Un-hosted rentals are also known as "vacation rentals."

5.24.030 Short-term rental regulations.

- A. Short-Term Rentals shall not adversely affect the residential character of the neighborhood nor shall the use generate noise, vibration, glare, odors, or other effects that unreasonably interfere with any person's reasonable enjoyment of his or her residence.
- B. No person shall advertise, undertake, maintain, authorize, book, or facilitate any renting to transient guests - on a Hosting Platform or otherwise - in a manner that does not comply with this chapter.
- C. No person shall advertise any Short-Term Rental without a City issued Short-Term Rental license number depicted in a visible location on the advertisement, including any listing on a Hosting Platform.
- D. Short-Term Rentals shall not be used by more than two guests per bedroom plus a total of two additional guests at one time.
- E. All Short-Term Rentals shall have bathroom facilities accessible to guests.
- F. Events, parties, or group gatherings, including but not limited to weddings, banquets, and corporate events, are prohibited from occurring as part of any Short-Term Rental use.

- G. No signs shall be posted on the exterior of the dwelling advertising the presence of the Short-Term Rental use.
- H. No person shall offer or engage in a Short-Term Rental in any part of the property not approved for residential use, including but not limited to, a vehicle parked on the property, a storage shed, trailer, garage, or similar temporary structure such as a tent or yurt.
- I. Each designated on-site parking space at the Short-term Rental site shall be made available for use by overnight occupants of that site and any on-site driveway must be available for the use of the guest of the site. Each private contract or tenancy shall specify that the maximum number of tenant vehicles to be parked at or in proximity to a Short-term Rental (whether on-street or off-street) shall not exceed the number of bedrooms included in the contract or tenancy.
- J. Amplified sound that is audible beyond the property boundaries of the Short-term Rental site is prohibited.

5.24.040 Additional regulations for un-hosted rentals.

- A. Nuisance Response Plan. Each Un-hosted Rental shall have on file with the City a Nuisance Response Plan accompanying an application for a license required by this Chapter, which shall contain the following information and otherwise be in a form required by the City Manager:
1. The name, mailing address, email address and telephone number of the property owner(s) and Host.
 2. The name, address, email address and telephone number of at least two contact persons available 24 hours per day who will be responsible for responding to and remediating any complaints regarding the Un-hosted Rental.
 3. The manner of responding to or causing a response to a nuisance complaint, including, but not limited to, the manner in which the complainant or complainants will be notified of the response and the method of documenting prompt responses and timely corrective action.
 4. The manner of assuring timely corrective action to remedy the conditions that caused the nuisance complaint within 30 minutes.
 5. A placard shall be placed in every Un-hosted Rental identifying the 24 hour contact person(s), as well as at a location readily visible from public property outside the Short-Term Rental during Short-Term Rental use.
- B. Each Un-hosted Rental shall be inspected annually by the City to ensure proper smoke and carbon monoxide alarms are installed and fire extinguishers are in accessible locations.
- C. Any complaint regarding a nuisance at an Un-hosted Rental shall be remediated within 30 minutes.
- D. Un-hosted Short-term Rental License Cap:
1. The maximum number of Un-hosted Short-term Rental Licenses allowed throughout the City shall be 25.
 2. If the number of existing Un-hosted Short-term Rental Licenses exceeds 25, new applications shall be placed on a waiting list and licenses awarded in order of receipt as available.
 3. Un-hosted licenses for primary residences that are only rented on occasion when the owner is away are not included in the Un-hosted Short-term Rental License Cap.
 4. Hosted short-term rental licenses are not subject to the cap.



CITY OF DEL REY OAKS

Item B.

Staff Report

DATE: August 22, 2023

TO: Honorable Mayor and City Council

FROM: John Guertin, City Manager

SUBJECT: Approve Resolution 2023-15 Authorizing the City Manager to Execute a Quit Claim Deed Transferring Parcel E29A.1 to the City of Del Rey Oaks

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

Approve a Resolution authorizing the City Manager to execute a Quit Claim Deed transferring Parcel E29a.1 to the City of Del Rey Oaks.

Summary & Discussion

After the dissolution of the Fort Ord Reuse Authority (FORA), the City of Seaside discovered that it had no record of transfer of Parcel E29a.1 from FORA to the City of Del Rey Oaks. The City of Seaside is recognized as the Local Redevelopment Authority (LRA) and the Successor-in-Interest to FORA. Parcel E29a.1 is currently held in title by FORA and the City of Seaside as the successor LRA. Seaside, as successor to FORA will quitclaim the property to the City of Del Rey Oaks.

Recording the Quit Claim Deed will complete the transfer process to the City of Del Rey Oaks. The Quit Claim deed has been reviewed by Seaside and Del Rey Oaks attorneys and is ready for signature.

Parcel E29a.1 is a 4.628 acre parcel of the former Fort Ord situated on the northeast corner of South Boundary Rd and General Jim Moore Blvd. The legal description and map are included as Exhibit A to the Quit Claim Deed.

Fiscal Impacts

There will be no direct financial impact as a result of this action. Any future costs associated with maintenance of the parcel will be included in future budgets.

ATTACHMENTS:

- Resolution 2023-15 Authorizing the City Manager to Execute a Quit Claim Deed Transferring Parcel E29A.1 to the City of Del Rey Oaks
- Quit Claim Deed

Respectfully Submitted,

John Guertin
City Manager

RESOLUTION NO. 2023-15

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS
AUTHORIZING THE CITY MANAGER TO EXECUTE DOCUMENTS TO TRANSFER
PARCEL E29A.1 FROM THE CITY OF SEASIDE, ACTING AS THE FEDERALLY
RECOGNIZED LOCAL REDEVELOPMENT AUTHORITY AND SUCCESSOR TO THE
FORT ORD REUSE AUTHORITY**

WHEREAS, In 1994, the Fort Ord Reuse Authority (FORA), a regional governmental entity, was established pursuant to the Fort Ord Reuse Authority Act (California Government Code Sections 67650 et seq.) to plan, facilitate and manage the transfer of property of the former Fort Ord from the United States Army to the governing local jurisdictions or their designee(s); and

WHEREAS, the Office of Economic Adjustment on behalf of the Secretary of Defense of the United States of America recognized FORA as the Local Redevelopment Authority ("LRA") for property transfers from the Army; and

WHEREAS, On or about June 23, 2000, FORA and the Army entered into an Economic Development Conveyance Memorandum of Agreement ("EDC MOA"), whereby FORA acquired portions of the former Fort Ord consisting of approximately five thousand two hundred (5,200) acres of land, including all buildings, personal property, appurtenances, rights-of-way, drainage areas, and other real property interests as defined (Document No. 2000040124, recorded on June 23, 2000 in the Office of the Monterey County Recorder); and

WHEREAS, the EDC MOA, among other things, enumerated the property to be transferred with reference to Army parcel numbers and identified the local jurisdictions to which each of the referenced parcels were to be transferred; and

WHEREAS, the EDC MOA identified Parcel E29a.1, described as "Habitat Reserve Area," as a parcel to be transferred to the City of Del Rey Oaks; and

WHEREAS, FORA and the City of Del Rey Oaks entered into an Implementation Agreement, dated May 31, 2001, setting forth terms and conditions for transfer of certain identified properties to Del Rey Oaks, including identifying Parcel No. E29a.1 as a parcel to be transferred to the Del Rey Oaks (as Document No. 2001088379 in the Office of the Monterey County Recorder); and

WHEREAS, Parcel No. E29a.1 consists of a 4.628 acre area, located west of General Jim Moore Boulevard within the Del Rey Oaks jurisdictional limits, as more fully described and shown in Exhibit A, attached hereto and incorporated herein by reference; and

WHEREAS, FORA dissolved by operation of law on June 30, 2020 pursuant to California Government Code section 67700; and

WHEREAS, on or about February 21, 2020, in anticipation of the dissolution of FORA, FORA and Seaside entered into an agreement in which FORA nominated the City of Seaside as the LRA to succeed FORA, and Seaside agreed to assume the LRA designation and the remaining responsibilities under the EDC after FORA dissolution (Exhibit B); and

WHEREAS, on or about April 30, 2020, the United States Department of Defense accepted the City of Seaside as the successor LRA to FORA, effective July 1, 2020, for the purpose of implementing the EDC at the former Fort Ord (Exhibit C); and

WHEREAS, after the dissolution of FORA, Seaside discovered that it had no record of transfer of Parcel E29a.1 from FORA to the Del Rey Oaks; and

WHEREAS, Seaside and Del Rey Oaks confirmed through research that the Army had transferred the parcel to FORA as part of a quitclaim deed (Document No. 2009043259 recorded on July 10, 2009 in the Office of the Monterey County Recorder), but FORA had not transferred Parcel E29a.1 to the Del Rey Oaks or to any other jurisdiction; and

WHEREAS, the parties recognize that Seaside as LRA and successor to FORA has the authority and responsibility to transfer Parcel E29a.1 to Del Rey Oaks; and

WHEREAS, the transfer of Parcel E29a.1 from the Fort Ord Reuse Authority through Seaside as successor LRA to Del Rey Oaks is not a project under California Environmental Quality Act Guidelines section 15378(b)(5) because it is an administrative action that does not involve any commitment to any specific project that may result in a potentially significant impact on the environment.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Del Rey Oaks hereby authorizes the City Manager to execute such documents effectuating the transfer of Parcel E29a.1 from the Fort Ord Reuse Authority to the City of Del Rey Oaks, including related Quit Claim Deed for Parcel E29a.1, in substantially the form as attached hereto, and as finally approved by the City Attorney.

PASSED AND ADOPTED by meeting of City of Del Rey Oaks duly held on the 22nd day of August 2023, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

APPROVED:

Scott Donaldson, Mayor

ATTEST:

John Guertin, City Manager

APPROVED AS TO FORM:

Alex Lorca, City Attorney



ACQUISITION
AND SUSTAINMENT

Exhibit C
OFFICE OF THE UNDER SECRETARY OF DEFENSE
3000 DEFENSE PENTAGON
WASHINGTON, DC 20301-3000

Mr. Joshua Metz
Executive Officer
Fort Ord Redevelopment Authority
920 2nd Avenue, Suite A
Marina, CA 93933

Mr. Craig Malin
City Manager
City of Seaside
440 Harcourt Avenue
Seaside, CA 93955

Dear Mr. Metz and Mr. Malin:

On behalf of the Secretary of Defense and pursuant to the Defense Base Closure and Realignment Act of 1990, as amended, this letter serves as recognition of the City of Seaside as the successor Local Redevelopment Authority with an effective date of July 1, 2020, for the purposes of implementing the Economic Development Conveyance Agreement with the U.S. Army at the former Fort Ord.

Questions pertaining to this recognition or requests for assistance to guide your implementation activity may be directed to Ms. Liz Chimienti, Office of Economic Adjustment Project Manager, at (703) 901-7644.

Sincerely,

O'BRIEN.PATRIC
K.J.1231200319

Digitally signed by
O'BRIEN.PATRICK.J.123120031
9
Date: 2020.04.30 17:42:28 -04'00'

Patrick J. O'Brien
Director
Office of Economic Adjustment

cc:
DASA(IH&P)

Exhibit A

EDC Parcel E29a.1
 FOST 10
 Fort Ord Military Reservation
 City of Del Rey Oaks
 Monterey County, California

Legal Description


SITUATE in a portion of the former Fort Ord Military Reservation as it is shown on that certain map recorded in Volume 19 of Surveys at Page 1, and being a portion of Parcel 1 as it is shown on that certain map recorded in Volume 23 of Surveys at Page 103, Official Records of Monterey County, being within Monterey City Lands Tract No. 1, County of Monterey, State of California; being more particularly described as follows:

BEGINNING at a point on the northerly boundary of South Boundary Road shown as Parcel 18 on that certain map recorded in Volume 20 of Surveys at Page 110, being also "Point B" in the legal description of EDC parcel E29a, said parcel being shown as Parcel A on that certain map recorded in Volume 28 of Surveys at Page 40; thence from said Point of Beginning along said northerly boundary

1. North 50° 41' 04" West for a distance of 511.18 feet to the beginning of a tangent curve; thence
2. Along a curve to the right, through a central angle of 73° 55' 59", having a radius of 150.00 feet, for an arc length of 193.56 feet, and whose long chord bears North 13° 43' 04" West for a distance of 180.40 feet to a point of intersection with a tangent line being also a point on the easterly boundary of General Jim Moore Boulevard as shown on said map; thence along said easterly boundary
3. North 23° 14' 55" East for a distance of 271.56 feet to an angle point in the boundary of said Parcel A; thence leaving said easterly boundary and following the boundary of said Parcel A
4. North 84° 50' 03" East for a distance of 36.80 feet; thence
5. South 14° 52' 39" East for a distance of 90.78 feet; thence
6. South 45° 00' 00" East for a distance of 565.69 feet; thence
7. South 26° 00' 01" West for a distance of 293.98 feet to the POINT OF BEGINNING.

Containing an area of 4.628 acres, more or less.

This legal description was prepared by



Lynn A. Kovach L.S. 5321
 My license expires December 31, 2009



Exhibit A

EDC Parcel E29a.1
City of Del Rey Oaks
Fort Ord FOST 10
Being a Portion of
Parcel 1 as shown on Vol. 23 of Surveys at Page 103
Lying within the Fort Ord Military Reservation
as shown on Vol. 19 of Surveys at Page 1
Being also within Monterey City Lands Tract No. 1
Monterey County, California

Note: Course Numbers Refer to the
Legal Description.



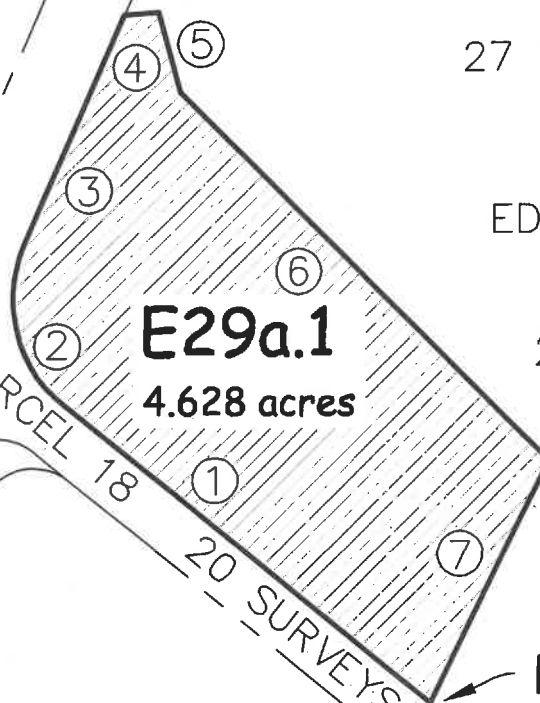
Not to Scale

"ORDINANCE REMOVAL
LIMITS"
27 SURVEYS 14

EDC PARCEL E29a

PARCEL 1
23 SURVEYS 103

PARCEL A
28 SURVEYS 40



E29a.1
4.628 acres

EDC PARCEL L6.1

General Jim Moore Boulevard

PARCEL 18

20 SURVEYS 110

South Boundary Road

POB

Execution Version

FORT ORD REUSE AUTHORITY AND CITY OF SEASIDE ENVIRONMENTAL SERVICES COOPERATIVE AGREEMENT (ESCA) AND LOCAL REDEVELOPMENT AUTHORITY (LRA)/ECONOMIC DEVELOPMENT CONVEYANCE AGREEMENT (EDC AGREEMENT) SUCCESSOR IMPLEMENTING AGREEMENT

RECITALS.

WHEREAS, the Fort Ord Reuse Authority ("FORA") is a regional agency and a Corporation of the State of California established under California State Law Government Code Sections 67650, et seq., to plan, facilitate and manage the transfer of former Fort Ord property and is acknowledged as the federally recognized local reuse authority for property transfers from the Army, to the governing local jurisdictions or their designees.

WHEREAS, the City of Seaside, California ("Seaside"), is a general law Municipal Corporation of the State of California.

WHEREAS, FORA and Seaside are each a "Party", and together the "Parties" to this Agreement.

WHEREAS, Fort Ord, California was placed on the National Priorities List (Superfund) in 1990 due to leaking underground storage tanks, contaminated groundwater and a 150-acre landfill.

WHEREAS, in 1990, the Army executed a Federal Facility Agreement ("FFA") under CERCLA Section 120 outlining the Army's Comprehensive Environmental Response, Compensation, and Liability Act ("CERCLA") clean up responsibilities with respect to the former Fort Ord. The Army remains responsible for certain actions under that FFA. The FFA was amended on or about July 26, 2007, the effect of which suspends the FFA for FORA's ESCA obligations so long as FORA or its successors are in compliance with the AOC.

WHEREAS, the former Fort Ord was closed on September 30, 1994 pursuant to and in accordance with the Defense Base Closure and Realignment Act of 1990, as amended (Public Law 101-510; hereinafter referred to as the "Base Closure Act").

WHEREAS, in accordance with Section 2905(b)(4) of the Base Closure Act, as amended by Section 2821 of the Defense Authorization Act for Fiscal Year 2000, Pub. L. No. 106-65 (1999), and the implementing regulations of the Department of Defense (32 CFR Parts 90 and 91), FORA executed an economic development conveyance agreement and acquired portions of the former Fort Ord consisting of approximately five thousand two hundred (5,200) acres of land, including all buildings, personal property, appurtenances, rights-of-way, and drainage areas upon and subject to the terms and conditions of a June 23, 2000 Memorandum of Agreement with the United States of America ("EDC Agreement").

Exhibit B

Execution Version

1 **WHEREAS**, the EDC Agreement provided for transfers of property in accordance
2 with the Army’s clean-up schedule. Subsequent to the EDC Agreement execution, FORA
3 and the local communities decided to pursue an early transfer process pursuant to Title 42
4 United States Code, section 9620(h)(3)(C) in order to expedite the property transfers and
5 ultimate reuse and economic recovery for the communities affected by the Fort Ord
6 closure.

7
8 **WHEREAS**, in furtherance of the early transfer process, the Army, with the
9 approval of the EPA Administrator and the concurrence of the Governor of California,
10 transferred title of 3,337 acres of munitions impacted Fort Ord property by quitclaim deed
11 to FORA before all action to protect human health and the environment had been
12 completed. Concurrent with this transfer without the otherwise required CERCLA
13 covenant mandated by Title 42 United States Code, section 9620 (h)(3), FORA accepted
14 title and agreed to perform the Army’s environmental remediation with funding from the
15 Army. Excluded from FORA’s performance obligation are matters related to the
16 groundwater at the former Fort Ord, as well as other Army responsibilities enumerated in
17 the ESCA and elsewhere.

18
19 **WHEREAS**, in 2007 an “Administrative Order on Consent (“AOC”) [Docket No. R9-
20 2007-003] [was] entered into voluntarily by the United States Environmental Protection
21 Agency (“EPA”), the California Department of Toxic Substances Control (“DTSC”), and
22 the Fort Ord Reuse Authority. The AOC concerns the preparation and performance of
23 potential removal actions, one or more remedial investigations and feasibility studies
24 (“RI/FS”) and one or more remedial designs and remedial actions (“RD/RA”) for
25 contaminants present on portions of the former Fort Ord located at Monterey, California
26 (“Site”) and the reimbursement for future response costs incurred by EPA and DTSC in
27 connection with such CERCLA response actions.”

28
29 **WHEREAS**, in 2007 the Army executed an amendment to the Federal Facilities
30 Agreement.

31
32 **WHEREAS**, in 2007 the Army and FORA executed an Environmental Services
33 Cooperative Agreement W9128F 07 2-0162 (“ESCA”) under the authority of Title 10 United
34 States Code, Section 2701(d) - Environmental Restoration Program (10 U.S.C. 2701)
35 whereby FORA would perform the Army’s environmental responsibilities as the Army
36 Response Action Contractor pursuant to Title 42 United States Code, section 9619, with
37 the Army providing funding to perform these services.

38
39 **WHEREAS**, the ESCA has been amended several times, the ESCA Mod 9
40 amendment in 2017 which provided approximately \$6.8 million for Regulatory Oversight
41 Through 31 December 2019, FORA ESCA Administrative costs during the EPA/DTSC
42 remedial-completion documentation, property transfer process through 30 June 2020 and
43 to perform the required long-term land management tasks, including Munitions and
44 Explosives of Concern (“MEC”) Find Assessments, inspections, enforcement, monitoring
45 and reporting through June 30, 2028.

46

Execution Version

1

| ESCA Mod. Number | ESCA Contract Line Item Number (CLIN) and Description | Expiration Date | Amount |
|------------------|---|-----------------|--------------------|
| MOD 09 | CLIN 02 – Department of Toxic Substance Control (DTSC) and United States EPA Technical Oversight Services | 31 Dec. 2019 | \$745,913 |
| | CLIN 03 – FORA ESCA Administrative Funds | 30 June 2020 | \$1,865,848 |
| | CLIN 04 – Post-Closure MEC Find Assessments | 30 June 2028 | \$528,651 |
| | CLIN 05 – Long Term/LUCs Management | 30 June 2028 | \$3,705,792 |
| | | Totals | \$6,846,204 |

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WHEREAS, due to changes and delays in the transfer of properties, modifications were made to the ESCA grant leaving post-June 30, 2020 funds available are ESCA CLIN 0004 Post Closure MEC Find Assessments \$528,651 and ESCA CLIN 0005 for Long-Term Management and Land Use Control (LUC) management are \$3,705,792 (Totaling \$4,234,443 available from June 30, 2020 through June 30, 2028):

| ESCA Mod. Number | ESCA Contract Line Item Number (CLIN) and Description | Expiration Date | Amount |
|------------------|---|-----------------|--------------------|
| MOD 09 | CLIN 04 – Post-Closure MEC Find Assessments | 30 June 2028 | \$528,651 |
| | CLIN 05 – Long Term/LUCs Management | 30 June 2028 | \$3,705,792 |
| | | Totals | \$4,234,443 |

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WHEREAS, in 2018 FORA adopted a Transition Plan as required by State Law that specifies that FORA engage the Successor-in-Interest (“Successor”) provisions of the ESCA contract.

WHEREAS, the Successor assumes responsibility and will be tasked with performing the remaining LTOs under the ESCA, including the recent amendment. It is assumed that all work under the previous \$98,000,000 contract will have been accomplished prior to FORA’s dissolution as evidenced by the 2019 EPA Remedial Action Completion letters, per AOC Section XVII, Certification of Completion, housed in the Army Administrative Record located at: <http://fortordcleanup.com/documents/administrative-record/>.

WHEREAS, the City of Seaside is prepared, subject to funding, to assume ESCA responsibility and attendant local reuse authority status, including the execution of the AOC in order to complete the ESCA obligations and any property-related transfer actions required after June 30, 2020.

Execution Version

1 **NOW, THEREFORE**, the Parties agree as follows:
2

3 1. Incorporation of Recitals. The above recitals are hereby incorporated herein by
4 reference.
5

6 2. Acknowledgement. FORA agrees to acknowledge Seaside as the ESCA
7 Successor-In-Interest under the 2018 Transition Plan, and nominate Seaside to the
8 Department of Defense as the LRA Successor.
9

10 3. Insurance Policies. FORA will request the transfer of its two pollution legal
11 liability insurance policies and limits to Seaside. FORA shall also transfer any self-insured
12 retention funds to Seaside to be used exclusively for ESCA and claims-related obligations.
13 Seaside acknowledges that these insurance policies will expire in 2022 and 2024,
14 respectively, and that Seaside's designation will be subject to approval by the insurers.
15 Seaside's successful designation through December 31, 2024 is a condition precedent to
16 becoming FORA's ESCA successor. Pollution legal liability insurance will be required by
17 the ESCA from 1 January 2025 through no earlier than 30 June 2028, a requirement to be
18 funded by the Army.
19

20 4. ESCA LTO Program Evidence of Fiduciary and Technical Capability. FORA
21 agrees to provide technical and/or financial assistance to Seaside to meet the terms
22 required by the Army, EPA, and DTSC that the Successor be a single entity and
23 demonstrate technical and financial competence to complete the work.
24

25 5. ESCA records and contracts funds. FORA and Seaside shall establish a
26 mechanism for transfer of all ESCA records, back-up documents, computer files and
27 accounting records, and contract funds to Seaside for meeting FORA's ESCA obligations.
28

29 6. Technical Assistance. FORA agrees to request the Army extend the funding
30 expiration date on any remaining ESCA funds (not dedicated to Post-Closure MEC Find
31 Assessments and Long Term/LUCs Management) for Seaside to provide technical
32 assistance and funding to complete the ESCA transfer process through June 30, 2020,
33 including specialized legal, drafting and other staff or contract support. FORA agrees to
34 establish and fund a pool of monies to support Seaside's assumption of responsibilities
35 and obligations of the EDC Agreement.
36

37 7. Obligations. FORA agrees to nominate and Seaside agrees to assume the
38 Federal local redevelopment authority "LRA" designation and the remaining reporting,
39 monitoring, and stewardship or other identified responsibilities associated with (i) the
40 FORA-Army 2007 ESCA, as FORA's Successor through the end of the ESCA Contract
41 June 30, 2028 in order to complete property transfers and the ESCA to the extent that
42 ESCA performance does not obligate or put at risk Seaside's municipal non-ESCA funds,
43 and (ii) the EDC Agreement, as FORA's successor. Exhaustion or unavailability of ESCA
44 funds with which to compensate Seaside for the performance of ESCA obligations will
45 constitute a force majeure under the ESCA and the AOC, thereby relieving Seaside of its
46 responsibility to perform FORA's surviving ESCA obligations.
47

Exhibit B

Execution Version

1 8. ESCA LTO Program Evidence of Fiduciary and Technical Capability. Seaside
2 agrees to provide evidence of its fiduciary and technical capability to comply with the
3 terms of the ESCA and manage the contract financial assets with associated invoicing
4 and reporting responsibilities, to assure the Army, EPA and DTSC of continued ESCA
5 fiduciary capability.

6
7 Seaside agrees to assume FORA's ESCA Long Term Obligations Management
8 Program, as approved by the US Army, EPA and DTSC, and:

9
10 i. Personnel. Hire (2) full-time qualified staff to manage ESCA as required under
11 the contract provisions as currently amended through 2028, but with allowances
12 for indirect administrative overhead to assure the Army, EPA and DTSC of
13 continued ESCA technical capacity.

14
15 ii. ESCA Long-Term Obligation Support Services Contract. Enter into Support
16 Services Contracts through 2028 with specialists Arcadis, Weston Solutions,
17 Inc. and Westcliffe Engineers, Inc. (or other qualified vendors), including
18 allowances for indirect administrative overhead to assure the Army, EPA and
19 DTSC of continued ESCA technical capacity.

20
21 iii. Representation. Contract with Counsel reasonably qualified on environmental
22 issues with experience in working with state and federal entities (Army, EPA
23 and DTSC) for review and compliance as noted in the ESCA and the AOC.

24
25 iv. No Obligation of Other Entities. Monterey Peninsula Community College
26 District, the Board of Trustees of the California State University (on behalf of the
27 Monterey Bay campus), the County of Monterey, the Cities of Del Rey Oaks,
28 Marina and Monterey, the Marina Coast Water District (hereinafter collectively
29 "Grantees"), will not be a party to the ESCA, and will not bear any financial
30 liability as a result of the ESCA.

31
32 9. Coordination with other Entities. Seaside agrees to enter into agreements with
33 the Grantees for the property transfers and other necessary property-related rights to
34 effectuate the reuse and the oversight, reporting, response, and other long-term
35 stewardship obligations listed in and consistent with (a) the ESCA through 2028 on behalf
36 of the Army, and (b) the EDC Agreement.

37
38 i. Water Rights Allocations. Until such time as such allocations may be amended
39 by agreements, Seaside agrees to honor and abide by the water rights'
40 allocations set forth in Exhibit A attached hereto, for Government Water Rights
41 as defined in Subsection 5.02 of the EDC Agreement, that may be released by
42 the Government in the future, subject to compliance with all applicable laws.

43
44 ii. Wastewater Discharge Rights. Until such time as such allocations may be
45 amended by future agreements, Seaside agrees to establish and apply, in
46 consultation with Grantees, pursuant to Section 5.04 of the EDC Agreement, a
47 fair process to ensure that all Grantees will enjoy equitable utilization of

Exhibit B

Execution Version

1 Wastewater Discharge Rights that may be released by the Government in the
2 future, subject to compliance with all applicable laws.
3

4 iii. Creates No Land-Use Authority. Nothing in this Agreement, nor Seaside's
5 designation as the local redevelopment authority or as FORA's successor under
6 the ESCA or EDC Agreement creates in Seaside any land-use decision-making
7 authority with respect to any land not within Seaside's City limits. Further,
8 Seaside shall not require that any land-use decisions of other entities be in
9 compliance with the Fort Ord Base Reuse Plan.

10
11 iv. Seaside shall not require payment of any sale or lease proceeds or revenues
12 (or the equivalent use of property such as licenses, permits, concession
13 agreements etc.), from other entities for the transfer of property, water rights, or
14 wastewater discharge rights received from the Army pursuant to the EDC
15 Agreement.
16

17 10. ESCA Amendment. The parties agree to work cooperatively to successfully
18 receive Army, EPA and DTSC concurrence that Seaside is the formal ESCA Successor
19 and execute the ESCA upon review and approval of terms and conditions. Seaside
20 agrees to execute an ESCA Agreement and to comply to comply with the U.S. Army
21 Corps of Engineers ("USACE") oversight and grant management requirements for funding
22 to Seaside under the ESCA terms, provided however, that the Successor activities are
23 fully funded, including without limitation provision for PLL insurance coverage, funding
24 shall be provided from January 1, 2024 through June 30, 2028 or the completion of the
25 ESCA obligations. Seaside will not pay for Regulatory Oversight unless it is a
26 reimbursement funded by the Army through the end of the ESCA obligations.
27

28 11. Administrative Order on Consent. The parties agree to work cooperatively
29 to successfully receive EPA and DTSC approval that Seaside is the formal Successor to
30 execute an AOC upon review of terms and conditions.
31

32 12. Amendment. This Agreement or any provision hereof may be changed,
33 waived, or terminated only by a statement in writing signed by the Party against which
34 such change, waiver or termination is sought to be enforced.
35

36 13. No Waiver. No delay in enforcing or failing to enforce any right under this
37 Agreement will constitute a waiver of such right. No waiver of any default under this
38 Agreement will operate as a waiver of any other default or of the same default on a future
39 occasion.
40

41 14. Partial Invalidity. If any one or more of the terms, provisions, covenants or
42 conditions of this Agreement are to any extent declared invalid, unenforceable, void or
43 voidable for any reason whatsoever by a court of competent jurisdiction, the finding or
44 order or decree of which becomes final, the Parties agree to amend the terms in a
45 reasonable manner to achieve the intention of the Parties without invalidity. If the terms
46 cannot be amended, the invalidity of one or several terms will not affect the validity of the
47 Agreement as a whole, unless the invalid terms are of such essential importance to this

Exhibit B

Execution Version

1 Agreement that it can be reasonably assumed that the Parties would not have contracted
 2 this Agreement without the invalid terms. In such case, the Party affected may terminate
 3 this Agreement by written notice to the other Party without prejudice to the affected Party's
 4 rights in law or equity.

5
 6 15. Entire Agreement. This Agreement is intended by the Parties as a final
 7 expression of their agreement and is intended as a complete and exclusive statement of
 8 the terms and conditions thereof. Acceptance of or acquiescence in a course of
 9 performance rendered under this Agreement shall not be relevant to determine the
 10 meaning of this Agreement even though the accepting or acquiescing Party had
 11 knowledge of the nature of the performance and opportunity for objection.

12
 13 16. Choice of Law. This Agreement will be construed in accordance with the
 14 laws of the State of California.

15
 16 17. Further Assurances. Each Party agrees to execute and deliver all further
 17 instruments and documents and take all further action that may be reasonably necessary
 18 to complete performance of its obligations hereunder and otherwise to effectuate the
 19 purposes and intent of this Agreement.

20
 21 18. Headings. The headings of the sections hereof are inserted for convenience
 22 only and shall not be deemed a part of this Agreement.

23
 24 19. Notices. Any notice, demand, offer, or other written instrument required or
 25 permitted to be given pursuant to this Agreement shall be acknowledged by the Party
 26 giving such notice, and shall to the extent reasonably practicable be sent by hand
 27 delivery, and if not reasonably practicable to send by hand delivery, then by telecopy,
 28 overnight courier, electronic mail, or registered mail, in each case to the other Party at the
 29 address for such Party set forth below (Note: A Party may change its place of notice by a
 30 notice sent to all other Parties in compliance with this section):

31
 32 City of Seaside
 33 Attn: City Manager
 34 440 Harcourt Avenue
 35 Seaside, CA 93955

Fort Ord Reuse Authority
 Attn: Executive Officer
 920 2nd Avenue, Suite A
 Marina, CA 93933

36
 37 w/ an email copy to cityattorney@ci.seaside.ca.us

38
 39 20. Term of Agreement: This Agreement shall be effective on the Effective Date
 40 specified at the beginning of the Agreement and shall remain in effect unless and until
 41 terminated by mutual agreement of the Parties or upon the legal dissolution of the Fort
 42 Ord Reuse Authority, provided, however, that this Agreement shall survive as to the
 43 Grantees who are third party beneficiaries of this Agreement as set forth in paragraph 22,
 44 for so long as Seaside remains the successor LRA.

45
 46 21. Authorization. Each party affirms that it is fully authorized to enter into this
 47 Agreement. The Seaside City Manager is designated on behalf of Seaside, subject to

Exhibit B


Execution Version

1 review and approval of documents by the Seaside City Attorney, to enter into the terms
2 and conditions of this Agreement, the AOC and the ESCA and sign related ESCA and
3 AOC reporting and financial documents.
4

5 22. Third-Party Rights. The Grantees are intended to be third-party
6 beneficiaries of this Agreement as it relates to future transfers of property, water rights,
7 and wastewater discharge rights pursuant to the EDC Agreement, and shall have the right
8 to enforce the provisions hereof as if they were direct parties hereto. Nothing in this
9 Agreement is intended to confer upon any individual or entity, other than the Parties and
10 the above-identified third-party beneficiaries, any rights or remedies whatsoever.
11

12
13 **IN WITNESS WHEREOF**, each Party has executed the Agreement with the
14 approval of its governing body as of the date first written above.
15

16
17 **CITY OF SEASIDE:**

18
19
20 
21 _____
22 Craig Malin
23 City Manager

Date: 2/21/20

24 APPROVED AS TO FORM:

25
26 
27 _____
28 CITY ATTORNEY
29

30
31 **FORT ORD REUSE AUTHORITY:**

32
33 
34 _____
35 Joshua Metz Executive Officer
36

Date: 2/21/20

37 APPROVED AS TO FORM:

38
39 
40 _____
41 AUTHORITY COUNSEL
42
43

Exhibit B

Execution Version

EXHIBIT A

Current Water Allocations & Percentage-based Allocations of Future Army Water*

| | Current Water Allocations in Acre Feet | Allocation of Future Army Water Based on Percentage of Current Water Allocation |
|----------------------|--|---|
| City of Marina | 1340 | 29% |
| City of Monterey | 65 | 1% |
| City of Seaside | 1012.5 | 22% |
| County of Monterey | 720 | 15% |
| CSUMB | 1035 | 22% |
| City of Del Rey Oaks | 242.5 | 5% |
| CA State Parks | 44.5 | 1% |
| UCMBEST | 230 | 5% |

*In the unlikely event of availability of additional water from the US Army it would be distributed following the percentage-based allocation provided above. These allocations reflect previously agreed upon water distribution as per FORA Board Resolution No. 07-1 (potable water), and are consistent with the Marina Coast Water District Urban Water Management Plan (2105). They also incorporate the Memorandum of Understanding between the County of Monterey, the City of Seaside, and the FORA allocating 10 acre-feet (af) to the Central Coast Veterans Cemetery (2009), and includes the transference of 15 af to the City of Marina for Veterans Transition Center housing (effective Nov 20, 2017).

EXHIBIT "B"**ENVIRONMENTAL PROTECTION PROVISIONS****1. FEDERAL FACILITY AGREEMENT**

The Grantor acknowledges that the former Fort Ord has been identified as a National Priorities List (NPL) site under the Comprehensive Environmental Response Compensation and Liability Act (CERCLA) of 1980, as amended. The Grantee acknowledges that the Grantor has provided it with a copy of the Fort Ord Federal Facility Agreement, and any additional amendments thereto (FFA), entered into by the United States Environmental Protection Agency Region IX (USEPA), the State of California, and the Department of the Army, effective on November 19, 1990, and will provide the Grantee with a copy of any future amendments thereto. For so long as the Property remains subject to the FFA, the Grantee, its successors and assigns, agree that they will not interfere with United States Department of the Army activities required by the FFA. Grantor shall give Grantee reasonable notice of its action required by the FFA and use all reasonable means to the extent practicable to avoid and/or minimize interference with Grantee's, its successors' or assigns' use of the Property. In addition, should any conflict arise between the FFA and any amendment thereto and the deed provisions, the FFA provisions will take precedence. The Grantor assumes no liability to the Grantee, its successors and assigns, should implementation of the FFA interfere with their use of the Property. Grantor agrees to use its best efforts to the extent practicable to avoid and/or minimize interference with Grantee's, its successors' or assigns' use of the Property, and to provide Grantee with a copy of any amendments to the FFA.

2. NOTICE OF THE POTENTIAL FOR THE PRESENCE OF MUNITIONS AND EXPLOSIVES OF CONCERN (MEC)

- A. The Grantee is hereby notified that, due to the former use of the Property as a military installation, all of the parcels may contain munitions and explosives of concern (MEC). The term MEC means specific categories of military munitions that may pose unique explosives safety risks and includes: (1) Unexploded Ordnance (UXO), as defined in 10 U.S.C. §101(e)(5); (2) Discarded military munitions (DMM), as defined in 10 U.S.C. §2710(e)(2); or (3) Munitions constituents (e.g., TNT, RDX), as defined in 10 U.S.C. §2710(e)(3), present in high enough concentrations to pose an explosive hazard. For the purposes of the basewide Military Munitions Response Program (MMRP) being conducted for the former Fort Ord and these Environmental Protection Provisions (EPPs), MEC does not include small arms ammunition (i.e. ammunition .50 caliber or smaller, or for shotguns, with projectiles not containing explosives, other than tracers).
- B. The Property was previously used for a variety of purposes, including operational ranges for live-fire training (small arms ammunition); leadership reaction course; combat leader course; field battalion training; mechanic training; engineering training; field expedient training; and tactical training. Munitions responses were conducted on the Property. Any

MEC discovered were disposed of by a variety of methods, including open detonation, either in place or as a consolidated shot, or destroyed using contained detonation. A summary of MEC discovered on the Property is provided in Exhibit "C." Site maps depicting the locations of Munitions Response Sites are provided at Exhibit "D."

- C. The Grantor represents that, to the best of its knowledge, no MEC are currently present on the Property. Notwithstanding the Grantor's determination, the parties acknowledge that there is a possibility that MEC may exist on the Property. Per this acknowledgment, and to promote safety, the Grantor provides munitions recognition and safety training to anyone who requests it. If the Grantee, any subsequent owner, or any other person should find any MEC on the Property, they shall immediately stop any intrusive or ground-disturbing work in the area or in any adjacent areas and shall not attempt to disturb, remove or destroy it, but shall immediately notify the local law enforcement agency having jurisdiction on the Property so that appropriate explosive ordnance disposal personnel can be dispatched to address such MEC as required under applicable law and regulations and at no expense to the Grantee. The Grantee hereby acknowledges receipt of the "Ordnance and Explosives Safety Alert" pamphlet.

D. Easement and Access Rights.

1) The Grantor reserves a perpetual and assignable right of access on, over, and through the Property, to access and enter upon the Property in any case in which a munitions response action is found to be necessary, or such access and entrance is necessary to carry out a munitions response action on adjoining property as a result of the ongoing Munitions Response Remedial Investigation/Feasibility Study. Such easement and right of access includes, without limitation, the right to perform any additional investigation, sampling, testing, test-pitting, surface and subsurface clearance operations, or any other munitions response action necessary for the United States to meet its responsibilities under applicable laws and as provided for in this Deed. This right of access shall be binding on the Grantee, its successors and assigns, and shall run with the land.

2) In exercising this easement and right of access, the Grantor shall give the Grantee or the then record owner, reasonable notice of the intent to enter on the Property, except in emergency situations. Grantor shall use reasonable means, without significant additional cost to the Grantor, to avoid and/or minimize interference with the Grantee's and the Grantee's successors' and assigns' quiet enjoyment of the Property; however, the use and/or occupancy of the Property may be limited or restricted, as necessary, under the following scenarios: (a) to provide the required minimum separation distance employed during intrusive munitions response actions that may occur on or adjacent to the Property; and (b) if Army implemented prescribed burns are necessary for the purpose of a munitions response action (removal) in adjacent areas. Such easement and right of access includes the right to obtain and use utility services, including water, gas, electricity, sewer, and communications services available on the Property at a reasonable charge to the United States. Excluding the reasonable charges for such utility services, no fee, charge, or compensation will be due the Grantee nor its successors and assigns, for the

exercise of the easement and right of access hereby retained and reserved by the United States.

3) In exercising such easement and right of access, neither the Grantee nor its successors and assigns, as the case may be, shall have any claim at law or equity against the United States or any officer, employee, agent, contractor of any tier, or servant of the United States based on actions taken by the United States or its officers, employees, agents, contractors of any tier, or servants pursuant to and in accordance with this Paragraph. In addition, the Grantee, its successors and assigns, shall not interfere with any munitions response action conducted by the Grantor on the Property.

E. The Grantee acknowledges receipt of the Track 0 Record of Decision (June 2002), the Track 1 Record of Decision (March 2005), the Track 0 Plug-In Approval Memorandum, Group D Parcels (May 2006), the Track 0 Approval Memorandum, East Garrison Area 1 (December 2003); the Track 1 Plug-In Approval Memorandum, East Garrison Areas 2 and 4 NE (March 2006); and the Track 1 Plug-In Approval Memorandum, Multiple Sites, Groups 1-5 (July 2006).

3. NOTICE OF RARE, THREATENED AND ENDANGERED SPECIES MANAGEMENT

The Grantee acknowledges and agrees to implement the following provisions, as applicable, relative to listed species:

- A. The Property is within a Habitat Management Plan (HMP) Development Area. No resource conservation requirements are associated with the HMP for these parcels. However, small pockets of habitat may be preserved within and around the Property.
- B. The March 30, 1999, Biological and Conference Opinion on the Closure and Reuse of Fort Ord, Monterey County, California (1-8-99-F/C-39R); the October 22, 2002, Biological Opinion on the Closure and Reuse of Fort Ord, Monterey County, California, as it affects Monterey Spineflower Critical Habitat, (1-8-01-F-70R); and the March 14, 2005, Biological Opinion for the Cleanup and Reuse of Former Fort Ord, Monterey County, California, as it affects California Tiger Salamander and Critical Habitat for Contra Costa Goldfields Critical Habitat (1-8-04-F-25R) identify sensitive biological resources that may be salvaged for use in restoration activities within reserve areas, and allows for development of the Property.
- C. The HMP does not exempt the Grantee from complying with environmental regulations enforced by Federal, State, or local agencies. These regulations could include obtaining the Endangered Species Act (ESA) (16 U.S.C. §§ 1531-1544 et seq.) Section 7 or Section 10(a) permits from the U.S. Fish and Wildlife Service (USFWS); complying with prohibitions against take of listed animals under ESA Section 9; complying with prohibitions against the removal of listed plants occurring on Federal land or the destruction of listed plants in violation of any State laws; complying with measures for

conservation of State-listed threatened and endangered species and other special-status species recognized by California ESA, or California Environmental Quality Act (CEQA); and complying with local land use regulations and restrictions.

- D. The HMP serves as a management plan for both listed and candidate species, and is a prelisting agreement between the USFWS and the local jurisdiction for candidate species that may need to be listed because of circumstances occurring outside the area covered by the HMP.
- E. Implementation of the HMP would be considered suitable mitigation for impacts to HMP species within HMP prevalent areas and would facilitate the USFWS procedures to authorize incidental take of these species by participating entities as required under ESA Section 10. No further mitigation will be required to allow development on the Property unless species other than HMP target species are proposed for listing or are listed.
- F. The HMP does not authorize incidental take of any species listed as threatened or endangered under the ESA by entities acquiring land at the former Fort Ord. The USFWS has recommended that all non-Federal entities acquiring land at former Fort Ord apply for ESA Section 10(a)(1)(B) incidental take permits for the species covered in the HMP. The definition of "take" under the ESA includes to harass, harm, hunt, shoot, wound, kill, trap, capture, or collect, or attempt to engage in any such conduct. Although the USFWS will not require further mitigation from these entities that are in conformation with the HMP, those entities without incidental take authorization would be in violation of the ESA if any of their actions resulted in the take of a listed animal species. To apply for a Section 10 (a)(1)(B) incidental take permit, an entity must submit an application form (Form 3-200), a complete description of the activity sought to be covered by the permit, and a conservation plan (50 CFR 17.22[b]).

Kim Shirley's Council Report for Tuesday, August 22, 2023

Friday, June 23rd- ReGen Monterey Board Mtg- In our ongoing conversation about waste that is brought in from outside our member organizations, this meeting started off with a pulled item from the consent agenda regarding a contract from Cold Canyon in San Luis Obispo county. The contract was for ReGen to pay \$10/ton in exchange for Cold Canyon's recyclables for a three week time span while they did repairs on their MRF. After costs, ReGen would net ~\$100,000 for that time period. A few on the board were questioning the contract and the need for us to pay for these recyclables, even though it was a for a very short period of time and was being done to help out this agency (afterall, we may need this service at some point for our MRF). In the end, we all agreed to cap the tonnage at 2,500 (they are set to provide us with 1,500 tons of recyclables) just in case their repairs get delayed. There was also a request to talk more about rates for outside organizations at a later date. In this meeting, we also held a public hearing on our 5% tip fee increase (there were no comments). We approved the budget, which included the tip fee increase, as well as the new pay schedules. During the TAC report, I was able to share that I attended one of their meetings and I complimented them on the good work they're doing. Many are so grateful that we have such a collaborative and inclusive process for tackling SB 1383.

Monday, June 26th- Regional Taxi Authority Mtg- This is a once a year meeting that occurs for Peninsula MST Board members. It was interesting to learn a bit more about our taxi cabs in the area! As you might expect, we unfortunately don't have lots of people clamoring for new taxi permits (no new permits from last year and in fact we lost one). A rate comparison was done comparing Monterey County with Santa Cruz, Santa Barbara, and Santa Clara Counties and we have very comparable rates (even a bit higher than the others), so the rates were not increased. Apparently, the \$3.50/mile is the max taxi's can charge and just about all of them charge near that rate. We approved a budget for next year, which will operate in a slight deficit, which staff felt was ok for another year or so (we have reserves). We also recommended approval to move taxi service down to south county cities. They are paying into Measure Q which pays for taxi vouchers but they are unable to use them. After hearing that at least three taxi services were interested in serving these areas, the Regional Taxi Authority will now try and push this service into those areas to see if people can take advantage of the taxi service instead of relying only on the MST RIDES program.

Tuesday, June 27th- Monterey Bay Economic Partnership (MBEP) Regional Housing Summit- This public meeting, which included many stakeholders and an invitation to all electeds, was provided to review MBEP's new white paper on housing called "Practical Housing Policy: Increasing Supply and Affordability." The summit included a focused presentation on their 5 policy recommendations which are: 1) Streamline permitting and reduce discretionary reviews, 2) Increase allowable densities, 3) Reform impact fees, 4) Increase funding sources for affordable housing, and 5) Optimize inclusionary housing ordinances. They also gave us a

legislative update. Turns out there are over 50 potential bills in the legislature that are focused on improving outcomes for housing. In addition, they had a panel which consisted of developers, housing program coordinators, policy directors, and a city manager. I would say the mantra of the day was to increase political will, create objective design guidelines, and focus streamlining of permits. I liked that one of the members of the panel really focused on “community” and “the people” instead of just talking about affordable houses. There was a clear message that all of the community must be engaged in these processes. One interesting idea was the idea of a “form based code.” Basically, approving building guidelines for the “envelope” (say a two story, single family home) but then realizing that that “envelope” could also turn into a fourplex that could contain 4 different family units. Apparently Salinas is working on implementing these type of guidelines. Overall, it was a super informative and thought provoking meeting. I want to thank Planning Commissioner Gary Kreeger for also attending and his interest in learning more about housing elements and affordable housing.

Tuesday, June 27th- City Council Meeting- Tonight’s meeting began with two presentations, one to honor our police department and the work they did in catching the thieves who were stealing fire hydrant brass caps (thanks DRO PD!) and the second was from M1W to introduce us to their new billing system which will be arriving in 1 year (if approved by the Board) and has a potential savings of \$400,000. On the consent agenda, I pulled a few items for further discussion. Besides asking a few questions regarding our financials, I asked to review the resolution that had Mayor Donaldson as a signer on our LAIF account (Local Agency Investment Fund). I knew that he would function as the second signer of the account, but I wanted clarifying language in the resolution that explained primary signatures (the city manager) and the secondary signature (Mayor) and, as in previous resolutions of this nature, I wanted the vice mayor to be included. Ultimately, we ended up passing the resolution with the clarified language and then they will bring back a separate resolution that will include the vice mayor’s name on the LAIF account, too. I also pulled the item which addressed the new Special Committee appointments. I requested that the Special Committees begin to meet in the next month or so to begin talking about our operating guidelines, but I was informed that this will be discussed (hopefully soon!) in another council meeting. I will be waiting.

Under New Business, we chose three planning commissioners for this next 4 year term. Congratulations to the two incumbent commissioners, Denise Wood and Louise Goetzelt, and the new Planning Commissioner, Celine Pinet. We also passed a new Investment Policy and passed the new budget for FY 23/24. We also passed a rate increase for our garbage franchise agreement. With the added costs of SB 1383 (the organic waste composting law) and with ReGen Monterey increasing their tip fees by 5%, this equated to a 2.9% increase for our residents, which equals to about a \$1.00 increase on our GreenWaste Recovery bill.

In the City Manger comments, he announced the vacancy on the Airport Board for the Director who represents Del Rey Oaks, as well Seaside, Sand City, and some parts of Monterey (late note: former councilmember, John Gaglioti was chosen for this Airport Director position). He also shared about the road work that’s been happening on Via Verde, and shared that the

Planning Commission will be getting a Housing Element update at their next meeting on July 12th. He's hoping we'll have a compliant 5th cycle Housing Element around Aug/Sept. Fingers crossed! Then it will be onto the completion of the 6th cycle House Element by December 15th.

Wednesday, July 5th- Seaside Groundwater Basin Watermaster Mtg- This board meeting was pretty straightforward (much different than my first mtg!). Besides passing the consent agenda we voted to hire new legal counsel for the board. Not that we're anticipating litigation, but having a lawyer experienced with water will be very beneficial moving forward (and we already gave him his first assignment- see Ad Hoc mtg notes). The only other discussion we engaged in was talking about the ASR (Aquifer Storage and Recovery) Wells 1 and 4. Cal Am has historically been pulling water from ASR-1, but the Division of Drinking Water determined that that well can no longer be used because it did not meet the necessary underground retention time of two months. To explain, Pure Water Monterey injects water into the basin where it must stay for at least two months before it can be extracted for use. Using tracers, they discovered that ASR-1 was pulling water that had been underground for less than two months. Additionally ASR-4 has not been able to be used because mercury had been found. That well will now be run with a treatment for mercury, but it still needs to be approved for use by the state. In light of these well issues, it was asked if Cal Am was planning on building any more extraction wells. Turns out they are planning on 4 more wells, but they are roughly 2-3 years out from being completed. In the report there was some talk about varying the water injection and extraction to help with the issues with ASR-1. I made the comment that given the potential for seawater intrusion, we really need to be injecting the maximum amount of water possible, so I think it's very important that Cal Am focus on completing those additional wells as soon as possible.

Wednesday, July 5th- Seaside Groundwater Basin Watermaster Replenishment Ad Hoc Committee Mtg- Right after the board meeting, our ad hoc committee met. The purpose of this committee is to develop concepts and/or funding mechanisms for the Watermaster to replenish the Seaside Groundwater Basin. This was the first time this ad hoc committee has met since 2021. Although the focus is on funding, it's hard to not also talk about where that replenishment water will come from. Of course, given the makeup of the committee (Chris Cook from Cal Am, John Gaglioti, Paul Bruno, George Riley, and myself) we have differing ideas about the what that new water source might be (Cal Am's desal in 3-5 years or something else down the road in 10-15 yrs?). Although there is a clear divide in the committee, I will admit it was a very pleasant and productive meeting. In the end, we came out with two tasks for our next meeting. The first was brought about by Director Riley who wanted our legal counsel to provide his interpretation of the adjudication in terms of how it talks about assessments for replenishment. As it is now, Cal Am is receiving credits whenever they spend money towards their desal plant. How can this credit be used towards replenishment is the question. Seems that we need real money that will allow us to move forward with our mission. Our new legal counsel, Joe Hughes, will return to our next ad hoc mtg with his legal interpretation of the adjudication in terms of replenishment assessment costs. The second task is that we all agreed we'd like to hear a presentation from a water consultant firm who can talk to us about putting together a study that provides maybe

three options for funding replenishment water for the basin. In that study, they'll need to look at potential new sources of water (all of the ideas have different costs) and then provide us with some ideas for paying for this extra water. There was already a consultant firm who was working with the Salinas Valley Groundwater Basin GSA so we're going to target that company first. It was great to walk away feeling like we were moving forward with something that could provide us some answers in the near term. In all, we have about \$28,000 available for this study, so we'll see what we can get!

Saturday, July 8th- Monterey Peninsula Housing Coalition Mtg- The majority of this meeting was dedicated to our guest speaker, Senator John Laird. He spoke about the potential legislative policies that are being discussed in terms of housing. Of course, water is one of our big barriers in terms of new housing, so he also shared that he's pushing for a local workshop from the State Water Resources Board to set the path for eliminating the Cease and Desist water order. Sounds like we can look for something to happen fairly soon (Fall?). We also had a brief discussion to share where all of our jurisdictions are in terms of our housing elements.

Monday, July 10th- MST Administrative Performance Subcommittee Mtg- This meeting allows a portion of the board to review the MST performance stats for the month and provides us with the State and Federal legislative updates from our MST lobbyists. In terms of performance stats, I asked about our ridership numbers in comparison to pre-pandemic numbers. Turns out our numbers are currently 60-70% of pre-pandemic ridership. Since the end of 2022, MST has implemented the Better Bus Network, which reorganized routes to maximize ridership and targets those in our community with the greatest transportation needs. With these new routes, we're continuing to see significant growth in ridership which is certainly good news. In terms of State funding, we'll see money for capital purposes, mainly focusing on zero-emissions transit and additional money for infrastructure (hydrogen fuel prep). For Federal funding, the House is attempting to repeal climate change actions in order to finance their bills, so it's unclear at this time what money we may see towards zero-emissions transportation.

Monday, July 10th- MST Board Mtg- Please see the MST board highlights in our agenda packet. Highlights for me included a land parcel transfer from Seaside for former Fort Ord land (long time coming) and a positive letter in response to the Civil Grand Jury's overall positive report of MST.

Wednesday, July 12th- Seaside Basin Watermaster TAC Mtg- This meeting is always interesting since it's generally made up of water engineers and various reps from water agencies and cities. The first topic of discussion was an update on a replacement for one of our shallow wells (F09). Permits are in process and a company (Maggiora Bros) has been chosen to complete the well. The second topic was about an issue with another well (Sentinel Well #4). Monterey Peninsula Engineering (MPE) was doing work around this well and accidentally sheared off the top portion. There's now a portion from the top that fell 18' into the well. This will now need to be retrieved and repaired. I asked and it sounds like MPE will be covering the cost of this repair. Lastly, we reviewed the FY 23-24 Monitoring and Management Program for the

Watermaster. In the portion that discussed water replenishment, I requested for it to show that Pure Water Monterey Expansion is moving towards completion in 2025 and that the Cal Am desal plant is still in its planning phase (the original wording reflected that in the next few years we'd have one or both of these projects, but I felt it was important to have the language reflect the current stage for each of the projects).

Wednesday, July 12th- Planning Commission Mtg- I attended the Planning Commission meeting because it's main focus was on the draft 6th cycle Housing Element (HE) which is the document we'll be sending to the state's Housing and Community Development (HCD) very soon. Our contract planner, Denise Duffy's presentation was mostly focused on the two comment letters we received which were from the Monterey Peninsula Unified School District (MPUSD) and LandWatch. There is legislation that will make it easier for school districts to build housing on sites that they own, so the Planning Commission was in favor of adding a program to our HE that allows for preferential housing for teachers and their employees on the parcel of land that the District occupies off of HWY 218. Additionally, I was very happy to hear that two other programs will be added to our HE. The first is a program which will have the city implement objective design standards for new buildings (this makes it much easier for permitting and developers appreciate knowing ahead of time what is expected). The second is that we will be writing a Safety and Environmental Justice element (similar to the Housing Element, this is another "element" within our General Plan). Del Rey Oaks has never had a Safety element, so I'm very happy that we will be addressing this topic, as this is required by the state and it's the location where our city can address climate change and preparing for the future. Overall, we have lots of work and decisions ahead of us (ex. inclusionary housing ordinance, which states the percentage of affordable housing we'll require when a developer comes in to build houses; density bonuses which provide developers additional units to build if they fulfill the requirements for affordable housing). Other ideas such as raising height limits, limiting parking, and ways of streamlining permits are just a few examples of topics we'll need to cover in the future. Personally, I view these discussions for affordable housing as some of the most important topics we may cover for the future. If we want to help solve the homeless crisis and provide housing for our workforce, we'll need to all come together to support these efforts. I strongly encourage everyone to join in on these conversations (FYI- I was the ONLY member of the public there... I hope that changes in the future).

Saturday, July 15th- Monterey Pride Event- What a fabulous day of love and acceptance!!! Although I was asked as an elected official to walk at the front of the parade, my daughter and I participated with another group of LGBTQ+ women and allies called the "Gaia Goddesses" who focus on different environmental issues. We dressed up as butterflies while we danced down the parade route and had someone hand out cards that talked about saving the monarch butterflies. Besides the joyful parade, we enjoyed talks from Congressman Panetta, Senator Laird, Supervisors Mary Adams and Wendy Root Askew, and Seaside council member Alexis Garcia-Arrazola who all shared how important it was to celebrate the LGBTQ+ community while standing together to make sure the rights of this community are upheld not only in California but also throughout the nation. After lunch, we thoroughly enjoyed the drag queen (and king!) show.

Again, such a wonderful day of acceptance, joy, and love, which made me realize just how often those in the LGBTQ+ community are in spaces that don't show total acceptance and how important it is to create safe spaces for everyone. The grand marshal of the day was Mayor Tyller Williamson (first openly gay mayor of Monterey) who I congratulated with a big hug and big thanks for hosting such a memorable and happy celebration.

Friday, July 21st- ReGen Board Mtg and biochar ribbon cutting- The joint powers of authority for Monterey Regional Waste Management District met first. The JPA meets only twice a year and exists to allow the district to carry debt, so it's merely a 5 min logistical meeting when we do meet. Next, the board meeting began and from the consent we discussed the authorization of a characterization study of our waste stream. This study (not to exceed \$244,000) would robustly analyze what is going into our waste stream which allows us to determine what kind of education and outreach needs to be done to in order to make sure our waste stream only contains waste materials. This statistically significant study was last done over 10 years ago, so I support gathering this important information. After the consent agenda, we had a presentation for the remaining funds of our edible food recovery grant (\$10,000) which will be going to Pajaro Valley Loaves and Fishes to help build their capacity which is greatly needed after this winter's flooding. Next we talked about the Materials Recovery Facility needing its tip floor being resurfaced for \$1.6 million. Given that it gets such heavy use and is worn down enough to have rebar showing in areas- it desperately needs resurfacing and it was easily approved. Our last item was a discussion about rejecting bids to update the Scale House. Turns out bids came in much higher than expected. And, given that our traffic has increased, staff is thinking that there may need to be a new design and rethinking in terms of updating the Scale House and the needed remodeling. Therefore, staff will be coming back in the future with next steps for addressing traffic and efficiency at the Scale House. One of the last items was hearing the report on the Technical Advisory Committees report and talking about the jurisdictions' responsibility for enforcing organic composting for commercial and multi-family housing. Waivers can only be given out due to lack of organics or from lack of space. Enforcement begins in January 2024, so it'll be important for DRO to begin this process of reaching out to businesses and making sure they're educated on this law.

After our Board Meeting, I went over to the ReGen Monterey and Sitos Group's ribbon cutting for the new biochar pilot project. There were roughly 100 people in attendance for this exciting start for a process that will allow us to capture carbon that normally would have been released in the atmosphere through composting. The biochar product will mainly be used as a soil supplement for grape growers in south county, but there are many potential uses for biochar. Additionally, the pilot project may also test out using biosolids from M1W to create biochar. With our organic waste that we have available, this biochar pilot project will be an excellent way to see how some of that waste can be captured for additional, climate saving uses.

Friday, August 4th- Meeting with Gonzalo Coronado, Chronic Disease Prevention Coordinator for Monterey County- After talking with Kendra Howell, a policy lead at Blue Zones Project, she electronically introduced me to Gonzalo Coronado because of his work on

tobacco policies. Gonzalo and I then met in person and talked about all of the ways jurisdictions are working to make their communities healthier through tobacco ordinances. He shared that Del Rey Oaks is currently listed as a grade "F" in our overall tobacco control within our city, as graded by the American Lung Association. Some of the ways we could improve our score would be to reduce sales of tobacco products (mainly those who may be selling to youth or selling single-use vaping products) and create smokefree areas within our city. The main thing that we discussed was the idea of a tobacco retailers licence ordinance that would require tobacco retailers to purchase a licence through the county (the ordinance would mirror the same one the county uses). This license then funds the Environmental Health department to follow through on enforcement that aims to reduce sales to minors and single-use products. I also discussed the potential for an ordinance that would make our public events, public parks, and outdoor dining smokefree. As a health instructor, I was thrilled to learn that we can easily be doing more in our city to make our community healthier. I've shared this information with City Manager Guertin and look forward to these ordinances being brought to the council, hopefully by the end of the year.

Wednesday, August 9th- Watermaster TAC Committee- We received several updates at this meeting, including reports on the FO-9 Replacement Well and the damage to the Sentinel Well #4. Both of these projects are depending on one company to complete their work and seems it's a busy company, so nothing definitive was reported out. We spent most of our time on a presentation on the "Development of the Seawater Intrusion Model for the Salinas Valley Basin Groundwater Sustainability Agency." They shared some of the data that's being used to make their model, which eventually will be used to review projects that can combat the seawater intrusion that's already happening in the basin. Three options for dealing with seawater intrusion were reviewed. The first is to extract the seawater, which creates a barrier on both sides of the extraction and prevents the seawater from moving further inland. The second option is to take water from the Salinas River and inject that water in the north end of the basin, which would also push back the seawater. The third option, is just to reduce demand. Any or all of these options may be used and I appreciated hearing more about our neighboring basin. Lastly, we approved the Monitoring and Management Program Operations and Capital Budgets for FY 2024.

Council Report from Councilmember John Uy August 22, 2023

I. Council Report: Regular Meeting of the DRO City Council on May 23, 2023

Honoring National Public Works Week and Celebrating Our City Hall Staff, Ron Fucci and Sherman Low

With hearts filled with gratitude and admiration, we come together to honor National Public Works Week, a time to recognize the dedication and tireless efforts of individuals who play an essential role in shaping our community's foundation. This year, we have the distinct privilege of extending our heartfelt appreciation to two exceptional members of our City Hall family—Ron Fucci and Sherman Low.

During the week of May 21-27, 2023, we proudly joined communities across the nation in acknowledging the 63rd annual National Public Works Week. This week stands as a testament to the vital contributions made by public works professionals who work tirelessly behind the scenes to ensure our city's infrastructure, facilities, and services run smoothly, enhancing our quality of life.

In the heart of our City Hall, two outstanding individuals shine as beacons of dedication, commitment, and excellence—Ron Fucci and Sherman Low. Their passion and expertise have been instrumental in shaping the very fabric of our community. Through their tireless efforts, they have not only improved our physical landscape but have also touched the lives of each resident they've served.

Ron and Sherman, your work transcends the ordinary; it is a testament to your unwavering commitment to the well-being of our community. Your efforts ripple through our streets, buildings, and neighborhoods, leaving an indelible mark of progress and care. You've dedicated yourselves to safeguarding our infrastructure, ensuring the provision of essential services, and elevating the quality of life for all who call Del Rey Oaks home.

Your contributions are immeasurable, and we take this moment to extend our deepest gratitude for your dedication, ingenuity, and boundless enthusiasm. Through your actions, you embody the spirit of National Public Works Week—showcasing the power of teamwork, innovation, and civic pride.

It was with great pride that, on the 23rd day of May, 2023, we set forth this proclamation to honor National Public Works Week. We recognize the substantial impact of public works professionals, including our very own Ron Fucci and Sherman Low, on the health, safety, and well-being of our community.

As a council and as a community, we salute your dedication and achievements. Your efforts have woven threads of resilience and progress into the very fabric of Del Rey Oaks. May this week serve as a time of reflection and celebration, and may you feel the warmth of our appreciation all year round.

Authorize the Annual Display of the New Pride Flag at City Hall to Commemorate Pride Month in the whole month of June

With a heart full of pride and enthusiasm, we, Councilmember Uy and Councilmember Ragsdale-Cronin, humbly presented our proposal to commemorate LGBTQ+ Pride Month through the annual display of the Pride flag at our beloved City Hall. We stand before you with a shared vision of inclusiveness and a deep commitment to the values that make our city vibrant and strong.

The beauty of unity in diversity radiates from the core of Del Rey Oaks (DRO). By flying the Pride flag, we embrace a broader community that reaches across the Monterey Peninsula and resonates throughout the nation. Our action aligns with the very essence of our city—a sanctuary of diversity and acceptance. This act serves as a beacon, illuminating our unwavering dedication to promoting awareness, fostering education, and embracing a just society.

Reflecting on the strides we've taken thus far, we recall the impactful moment of June 2022 when the DRO Council united to honor Pride Month. Through that proclamation, we declared our unwavering support for diversity and inclusivity. Now, we seize the opportunity to turn these words into tangible actions, standing shoulder to shoulder with our LGBTQ+ family members, friends, and neighbors. This step signifies our commitment to unity and solidarity.

Del Rey Oaks resonates with warmth and openness, embracing a mosaic of LGBTQ+ voices within its vibrant tapestry. Displaying the Pride flag at City Hall signifies our resolute dedication to this community's well-being and happiness. It's a sweet melody of acceptance that shall ring out annually, a testament to the harmonious blend of hearts that make up our city.

Our vision is clear—a city that thrives on the strength of its diversity, a city that embraces all its citizens with arms wide open. While progress has been made, challenges persist. Displaying the Pride flag at City Hall in June is a resounding proclamation, echoing our commitment to erasing discrimination and prejudice from our collective story. The flag, gently fluttering against the backdrop of our municipal haven, paints a heartwarming picture of acceptance, hope, and love.

In conclusion, let us unite in this celebration of unity, embracing the display of the Pride flag at City Hall throughout the entirety of June. We invite you to join us yearly in commemorating Pride Month, standing together as a shining testament to the harmony that is Del Rey Oaks. Our community is poised to embrace this opportunity. With the resounding unanimous approval of the Council during our meeting on May 23rd about this proposal, we light up our city with the vibrant colors of inclusion throughout the whole month of June every year.

II. Council Report: Del Rey Oaks Pride Flag Raising Event on June 1, 2023

It is with immense pleasure and pride that I present to you a comprehensive and vibrant account of the highly successful Del Rey Oaks (DRO) Pride Flag-Raising Event held on June 1, 2023. This remarkable event was a true testament to the spirit of love, unity, and diversity that defines our community and serves as a beacon of acceptance for all. It is my honor to take you on a journey through the enchanting moments that unfolded during this historic event, attended by distinguished leaders from the Monterey Peninsula and the ever-supportive Del Rey Oaks family.

A Celebration of Unity and Diversity:

The DRO Pride Flag-Raising Event, hosted at our cherished DRO City Hall, was nothing short of a magnificent spectacle that brought together people from all walks of life. It was not just an occasion; it was a testament to the unity that forms the bedrock of our community. It was a time when our voices harmonized, and our pride flags soared high, each fluttering emblem a symbol of our unwavering commitment to acceptance, kindness, and inclusiveness. The event marked not only a celebration but also a declaration of our city's dedication to fostering unity and celebrating the beauty of diversity.



Reflecting on the Significance:

Before we delved into the festivities, we took a moment to reflect on the profound importance of the event. This marked the commencement of Pride Month, a time when we honor the struggles and triumphs of the LGBTQ+ community across history. It is a time to celebrate the strides we have made and reaffirm our unwavering commitment to equal rights and acceptance. Del Rey Oaks, our nurturing abode, has always welcomed everyone with open arms, and this event was a testament to that spirit.

A Tribute to Patriotism and Equality:

The event began with the soul-stirring rendition of our National Anthem, a powerful testament to our patriotism and our



commitment to equality for all. Each fluttering pride flag carried not only the colors of the LGBTQ+ community but also the ideals of our great nation's fight for equal rights.

A Symphony of Voices:

The event unfolded with a series of poignant speeches and performances, each contributing to the tapestry of unity and acceptance. Del Rey Oaks Mayor Scott Donaldson's opening remarks resonated deeply, highlighting the significance of standing as a united front in support of the LGBTQ+ community. Mayor Donaldson's unwavering support has paved the way for positive transformation within our city.



The Poetic Voice of Unity:

Professor Daniel B. Summerhill, the esteemed Monterey County Poet Laureate, enchanted the audience with his poetic prowess. His renditions of works by queer poets showcased the transformative power of art in challenging societal norms and promoting understanding.



Inspiring Voices and Advocates:

The event provided a platform for LGBTQ+ advocates and community leaders to share their inspiring messages. The presence of distinguished figures like Supervisor Wendy Root Askew, Honorable Yuri Anderson, Councilmember Alex Garcia-Arrazola, Ms. Isabel Meza, and Ms. Xochitl Guerrero underscored the commitment to equality, diversity, and inclusiveness. Their speeches were a testament to the shared vision of unity and collaboration.



A Trailblazing Force:

The Guest Speaker of Honor, Sheriff Tina Nieto, exemplified the pinnacle of achievement. As the first woman, openly LGBTQ, and Hispanic Sheriff of Monterey County, Sheriff Nieto shattered glass ceilings, lighting the path for future generations. Her presence embodied the progress we have achieved and the continued journey toward acceptance and unity.



A Symbolic Gesture of Strength:

The climactic Inclusive Progress Pride Flag Raising, carried out by our very own Del Rey Oaks LGBTQ+ residents, Ms. Joetta Grant and Ms. Jessica Vargas, was a poignant symbol of unity and strength. Their act reminded us of the importance of education and understanding regarding the LGBTQ+ community, uniting us under the banner of acceptance.



Unveiling the Flag's Symbolism:

The Inclusive Progress Pride Flag, adorned with a triangle of additional colors, was a canvas of hope and meaning. Each color held significance, from life (red) to nature (green) and serenity (blue). The added light blue, pink, and white stripes represented the trans community, while the black and brown stripes stood for people of color. The yellow triangle with the purple circle represented the intersex community, an embodiment of the event's educational mission.

A Sweet Farewell to the Ceremonial:

The event's ceremonial portion concluded with a performance by the electric Rouge Roulette. Their music echoed the spirit and resilience of the LGBTQ+ community, encapsulating the essence of pride and acceptance.



A Walk of Pride:

The event's journey continued with a Pride Walk from City Hall to Del Rey Park, where attendees marched with their pride flags held high, a vivid demonstration of unwavering support for love, unity, and diversity.



A Diverse Gathering at the Park:

Gathering in the beautiful environs of Del Rey Park, residents and guests were welcomed with open arms, creating a warm atmosphere of fellowship and mutual respect. We came together, not just as individuals of different backgrounds and beliefs, but as one harmonious family to champion the values that bind us.



A Rainbow Feast for the Soul:

The reception at Del Rey Park was a feast for the senses, with the visual and gastronomic delight of the Rainbow Cake and savory delights that echoed the vibrant spirit of inclusivity and unity that defines our community. This cake was more than just a confection; it stood as a testament to the colorful spectrum of our community, emphasizing the beauty and strength that comes from unity in diversity. As guests indulged in the delectable treats, we were reminded of the beauty of embracing our diversity.



A Reception Full of Joy and Pride:

Rouge Roulette, our main performer, took center stage, providing us with mesmerizing performances that thrilled the attendees, instilling a sense of joy, hope, and pride. Their artistry was truly the heartbeat of our celebration, resonating with the ethos of the event.



We were graced by several esteemed speakers:

1. **Councilmember Kim Shirley**, from the City of Del Rey Oaks, spoke about the history of Pride Month celebrations in Del Rey Oaks. Her relentless advocacy for the LGBTQ+ community has consistently bridged the gap between ideals and actions. She exemplifies the spirit of service and commitment.
2. **Councilmember Brian McCarthy** from the City of Marina shared his heartfelt support and experiences, reminding us of the strides we've made and the paths yet to traverse.
3. **Councilmember Bill Ragsdale-Cronin**, from our very own City of Del Rey Oaks, spoke eloquently about his vision for a world where acceptance and love are universal. His dedication to creating a welcoming environment is truly commendable.
4. **Councilmember Anthony Rocha** from the City of Salinas emphasized the strength in unity, illuminating the mutual support and collaboration that binds our cities.
5. **Former Mayor Alison Kerr** recalled the legacy of acceptance and progress in Del Rey Oaks. Her words were a poignant reminder of our journey, our achievements, and our mission ahead. She mirrors that of a "fairy godmother," a magical figure who weaves her enchantments to create a world where dreams are realized for the LGBTQ+ community in Del Rey Oaks. She is the fairy godmother who waved her wand and turned the challenges into stepping stones, the hardships into lessons, and the battles into bridges that connected hearts.



A Bright Future Ahead:

As we conclude this narrative, let us remember that our quest for equality does not end here. The energy and fervor that coursed through every moment of this event shall propel us toward a future of inclusiveness and unity. May we carry the spirit of love, acceptance, and diversity within us as we continue building a brighter tomorrow for all.



With Sincere Gratitude:

I extend my deepest gratitude to everyone who participated, supported, and attended this event. Your presence and commitment made this celebration an extraordinary success. Together, we stand as a testament to the power of unity and acceptance.



III. Council Report: Regular Meeting of the DRO City Council on June 27, 2023

On June 27, 2023, I was unable to attend our City Council Meeting due to a prior commitment that I held close to my heart. Last year before I held office, I joyously received an invitation to be one of the entourage members at my best friend's wedding in the Philippines. While I strive to fulfill my duties as your councilman with unwavering dedication, this was a moment I simply couldn't let pass by.

I weighed the options, sought alternatives, and considered remote participation. After exploring every possibility to balance both responsibilities, I realized that the long-distance travel, infeasibility of remote access, and the wedding's schedule would unavoidably conflict with our City Council Meeting. This decision weighed heavily on me, as I hold my role in our community in the highest regard.

I want to assure you all that my absence was not a decision made lightly. Every meeting holds significance for me, as they are opportunities to engage, collaborate, and represent your interests. However, the bonds of friendship and the importance of being present for those who have stood by me throughout my life are equally invaluable.

Transparency has always been a cornerstone of my service, and I felt it was necessary to share this personal moment with you. I am committed to my responsibilities as your councilman and pledge to continue advocating for our city's growth and well-being.

I extend my heartfelt gratitude for your understanding and support during this time. I am energized by the trust you place in me and the shared goals we work towards. As we move forward, I assure you that my dedication to our community remains resolute, and I will continue to champion your interests with the same passion that brought me into public service.

Thank you for allowing me to be a part of your lives, and I look forward to the opportunities ahead as we collectively strive for a brighter future for our beloved Del Rey Oaks.

IV. Council Report: Monterey Peninsula Pride on July 15, 2023

On July 15, 2023, a vibrant celebration of love, diversity, and unity unfolded as the Monterey Peninsula Pride Parade graced our Monterey Peninsula community. I had the privilege of participating alongside a group of spirited Del Rey Oaks residents, standing in solidarity to show our unwavering support for equality, acceptance, and the rights of every individual.

The atmosphere was truly electric as the parade route came alive with an array of colorful banners, exuberant performances, and heartwarming displays of unity. It was a joyous occasion where our city's values of inclusivity and respect shone brilliantly, reminding us all of the power of coming together as a community.



Walking alongside fellow Del Rey Oaks residents, I witnessed the genuine enthusiasm and excitement in their faces as they proudly represented our city's commitment to fostering an environment where every person can be their authentic selves. Our unity, regardless of backgrounds or orientations, radiated like a beacon of hope.

In moments like these, it becomes evident that our shared journey towards progress is propelled by the bonds we nurture within our community. Our presence at the Monterey Peninsula Pride Parade is a testament to our dedication to building bridges and promoting understanding among all individuals, regardless of who they are or whom they love.

As your councilman, I am deeply moved by the positive impact we can create when we stand up for what is just and embrace the beautiful diversity that enriches our lives. Our participation was not just a march in a parade; it was an embodiment of the values that make Del Rey Oaks a place where everyone feels welcomed, cherished, and valued.

V. Council Report: AMBAG Board of Directors Meeting on August 9, 2023

This report provides an overview of the discussions and presentations made during the AMBAG (Association of Monterey Bay Area Governments) Board of Directors Meeting held on August 9, 2023. The meeting covered various topics related to planning, including the Draft 2023 Public Participation Plan, the 2026 Regional Growth Forecast, and an update on the Rural Regional Energy Network.

1. Public Hearing: Draft 2023 Public Participation Plan: Heather Adamson, Director of Planning, presented the Draft 2023 Public Participation Plan. The plan is a comprehensive document that guides regional planning agencies and local jurisdictions in the public participation process for the Monterey Bay region. The plan covers the four-year period from 2023 to 2026 and adheres to federal and state legislation. The plan emphasizes the transportation decision-making process and includes innovative online marketing strategies and visualization techniques for public outreach. The plan was released for a 70-day public review period, beginning June 14, 2023, and ending on August 23, 2023. The AMBAG Board of Directors will be asked to adopt the Final 2023 Public Participation Plan on October 11, 2023.

2. 2026 Regional Growth Forecast: Heather Adamson also presented information on the 2026 Regional Growth Forecast. This forecast, which is updated every four years, projects population, employment, and housing numbers for the tri-county area of Monterey, San Benito, and Santa Cruz counties. The forecast informs various planning efforts, such as the Metropolitan Transportation Plan/Sustainable Communities Strategy (MTP/SCS) and transportation projects. Three methodology options were presented:

- Option 1: Employment-Driven Method
- Option 2: Cohort Component Population Growth
- Option 3: DOF Forecast

Planning Directors expressed support for Option 2, the Cohort Component Population Growth method, due to its alignment with other regional agencies and the local input it provides. The

preferred methodology will be selected in September 2023, and a draft of the regional forecast will be ready for review and discussion in October 2023.

3. Rural Regional Energy Network Update: Amaury Berteaud, Sustainability Program Manager, presented an update on the Rural Regional Energy Network (RuralREN). The RuralREN is a program aimed at bringing energy efficiency opportunities to rural communities in California. The CPUC approved the creation of RuralREN with a budget of \$84 million for 2024-2027 and a preliminary budget of \$93 million for 2028-2031. The program will implement five equity-focused programs in the AMBAG region, including public equity, codes and standards, finance equity, workforce education and training, and residential equity programs. The program will operate with a governance structure and will start its operations in early 2024.

The AMBAG Board of Directors Meeting on August 9, 2023, covered important planning topics, including the Draft 2023 Public Participation Plan, the 2026 Regional Growth Forecast, and an update on the Rural Regional Energy Network. These discussions highlighted the efforts of AMBAG and its partners to enhance public participation, plan for regional growth, and bring energy efficiency opportunities to underserved communities. The AMBAG Board of Directors will continue to play a crucial role in guiding these initiatives to benefit the Monterey Bay area.



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

www.tamcmonterey.org

HIGHLIGHTS

June 28, 2023

TAMC Board Approves Measure X Senior & Disabled Program Cycle 3 Grant Recommendations

The Transportation Agency Board of Directors approved a resolution programming \$1.5 million for Cycle 3 Measure X Senior & Disabled Transportation Program grants for fiscal years 2023/25 through 2025/25. The five non-profit organizations selected to receive grants to support the transportation needs of seniors and person with disabilities are:

- \$345,504 to Partnership for Children,
- \$705,263 to Independent Transportation Network (ITN) Monterey County,
- \$227,820 to Alliance on Aging,
- \$142,644 to Blind & Visually Impaired Center, and
- \$78,770 to Kernes Memorial Pool.

In addition, the Board approved an extension to the deadline for Kernes Memorial Pool to use their Cycle 2 funding by one year, from June 30, 2023, to June 30, 2024, due to impacts of the COVID-19 Pandemic.

The purpose of the Measure X Senior & Disabled Program is to:

1. Increase transportation services for seniors and persons with disabilities to support their ability to live independently in their homes and communities.
2. Fund non-profit transportation to support seniors and persons with disabilities.
3. Provide the following benefits:
 - Give seniors more transportation options,
 - Support independent travel by people with disabilities, and
 - Provide safer and more reliable senior transportation services.

Three New Members Appointed to Serve on the Measure X Citizens Oversight Committee

The TAMC Board of Directors appointed three new members to serve on the Measure X Citizens Oversight Committee.

Greg Hamer will represent the Salinas Valley Chamber of Commerce; Dale Agron will represent the Sierra Club Ventana Chapter as the Habitat Preservation representative; and Diana Jimenez will represent the North Monterey County League of United Latin American Citizens Council. The duties of the Measure X Citizens Oversight Committee include the following:

1. **Independent Audits:** Have full access to the Agency's independent auditor and review the annual audits, have the authority to request and review specific financial information, and provide input on the audit to assure that funds are being expended in accordance with the requirements of the plan.
2. **Plan Changes:** Review and make recommendations on any proposed changes to the plan, prior to the Transportation Agency Board consideration.
3. **Project Delivery and Priorities:** Review and comment on project delivery schedules as represented in the Strategic Expenditure Plan and make recommendations to the Transportation Agency on any proposal for changing project delivery priorities.
4. **Annual and Final Reports:** Prepare annual reports regarding the administration of the program, to be presented to the Transportation Agency Board and be made available for public review.

Monterey County Broadband Strategic Plan Presentation

Maria Kelly from TeleworX provided a presentation on the Monterey County Broadband Strategic Plan. Her presentation included a review of how this project is being coordinated with other efforts (e.g., Broadband for All Action Plan, Middle-Mile Broadband Initiative, State Digital Equity Plan).

The Monterey County Broadband Strategic Plan is expected to support future State and Federal grant applications to fund infrastructure and digital equity program implementation. Digital equity is a condition in which all individuals and communities have the information technology capacity needed for full participation in our society, democracy, and economy. Improving access to the broadband network is essential to achieving digital equity, especially those representing unserved and underserved communities, because it is necessary for civic and cultural participation, employment, lifelong learning, and access to essential services.

Under Governor Newsom's directive, the Broadband Council completed the Broadband for All Action Plan to ensure that all Californians have access to high-speed internet that is affordable, are provided with the devices, and training needed to connect to the broadband network.



MST HIGHLIGHTS
Board of Directors Meeting
July 10, 2023

RECOGNIZED JULY EMPLOYEE OF THE MONTH

The MST Board adopted resolution 2024-01 recognizing Manny Garcia-Villareal, IT Technician, as the July 2023 Employee of the Month for his outstanding contribution to MST and to the entire community.

AUTHORIZED GENERAL MANAGER TO ACCEPT REAL PROPERTY TRANSFER TO MST

The MST Board authorized the General Manager/CEO to execute any and all agreements with Seaside as the Fort Ord Reuse Authority Environmental Services Cooperative Agreement and Local Redevelopment Authority Successor-in-Interest accepting parcel L.2.3 and parcel L.2.4.1, northeast corner of Gigling and 8th Ave. located in former Fort Ord, Monterey County.

APPROVED RESPONSE LETTER TO MONTEREY SUPERIOR COURT

The MST Board approved the MST response letter to Honorable Pamela L. Butler, Presiding Judge of the Monterey County Superior Court in response to a Monterey County Civil Grand Jury Report of Monterey-Salinas Transit with the addition of enhanced language regarding the importance of emergency response efforts by MST.

NEXT MST BOARD MEETING

The August board meeting is canceled and the next regular MST Board meeting is scheduled for September 11, 2023.



**856th REGULAR MEETING
OF THE
BOARD OF TRUSTEES
926 East Blanco Road
Salinas, CA. 93901**

August 8, 2023

~AGENDA~

12:00 P.M. Noon

926 East Blanco Road
Salinas, CA 93901

(831) 422-6438 p
(831) 422-3337 f

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.

1. CALL TO ORDER:

2. ROLL CALL – ESTABLISHMENT OF QUORUM:

3. 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

4. CONSENT CALENDAR:

- A. APPROVAL OF THE MINUTES: July 2023**
- B. PAYROLL WARRANTS: July 2023 \$209,218.43**
- C. COMMERCIAL WARRANTS: July 2023 \$175,138.20**
- D. UMPQUA BANK: June 2023 \$1,708.58**
- E. TIME DISTRIBUTION: July 2023**
- F. BALANCE SHEET: July 2023**
- G. SCHEDULE OF EXPENDITURES: July 2023**

5. BUSINESS ITEMS:

- A. Resolution No. 2324-01 of the Monterey County Mosquito Abatement District Board of Trustees to Cease Providing Health Benefits to Future Board Members**

- B. Approval of Comcast TV ads**

Jeff Cecilio
Board Chair
County at Large

Don Cranford
Vice Chair
County at Large

Nancy Amadeo
Secretary
City of Marina

Jason Campbell
Trustee
City of Seaside

Ray Coopersmith
Trustee
County at Large

MaryAnn Carbone
Trustee
City of Sand City

Louise Goetzelt
Trustee
City of Del Rey Oaks

Jim Tashiro
Trustee
City of Salinas

Diane de Lorimier
Trustee
City of Monterey

6. **MONTHLY OPERATIONS REPORT:** Paul Palomo, Operational Supervisor

7. **MONTHLY ADMINISTRATIVE REPORT:** Ken Klemme, District Manager

8. **TRUSTEE COMMENTS:**

Adjournment to: September 12, 2023

**DRAFT MINUTES OF THE 855th REGULAR
MEETING OF THE BOARD OF TRUSTEES OF THE
MONTEREY COUNTY MOSQUITO ABATEMENT DISTRICT
July 11, 2023**

A meeting of the Board of Trustees of the Monterey County Mosquito Abatement District was held on July 11, 2023, at the District Office in Salinas, California.

MEMBERS PRESENT:

Jeff Cecilio, Chair, County of Monterey
Don Cranford, Vice Chair, County of Monterey
Nancy Amadeo, Secretary, City of Marina
Jim Tashiro, City of Salinas
Diane de Lorimier, City of Monterey
Louise Goetzelt, City of Del Rey Oaks
Jason Campbell, City of Seaside
Ray Coopersmith, County of Monterey
Mary Ann Carbone, City of Sand City

STAFF PRESENT:

Ken Klemme, District Manager
Mona Sloan, Administrative Assistant
Paul Palomo, Operations Supervisor

1. CALL TO ORDER:

Board Chair Jeff Cecilio called the 855th Regular Meeting to order at 11:58 AM

2. ROLL CALL:

Administrative Assistant Mona Sloan called roll; it was determined that a quorum was present

3. PUBLIC COMMENTS:

NONE

4. CONSENT CALENDAR:

- A. APPROVAL OF THE MINUTES: June 2023
- B. PAYROLL WARRANTS: June 2023 \$85,449.83
- C. COMMERCIAL WARRANTS: June 2023 \$198,440.95
- D. UMPQUA BANK: May 2023 \$2,558.78
- E. TIME DISTRIBUTION: June 2023
- F. BALANCE SHEET: June 2023
- G. SCHEDULE OF EXPENDITURES: June 2023
- H. FINANCIAL STATEMENTS: Q2 2022 & Q3 2023

After discussion, **Trustee Amadeo moved to approve the consent calendar pending corrections, Trustee Carbone seconded; the motion was passed unanimously**

5. **BUSINESS ITEMS:**

A. Taking reservations for the 2023 California Special District Association (CSDA) Annual Conference

Manager Klemme encouraged Board members interested in attending the annual leadership conference to touch base with administrative assistant Sloan to reserve a spot for the upcoming event which will be held in Monterey from 8/28 – 8/31/23. Several members expressed interest, but said they will need to check their schedules before they commit. The early bird special ends August 1st.

B. Taking reservations for the 2023 Special District Association (SDA) quarterly Meeting on Tuesday July 18th @ 6:00 pm.

Manager Klemme requested reservations for the upcoming meeting to be held at Bayonet & Black Horse in Seaside. Trustees Cecilio, de Lorimier, Coopersmith, Tashiro and Amadeo stated they would like to attend. Administrative Assistant Sloan will confirm their RSVP's to the association.

C. Approval of I Heart Media Campaign

Manager Klemme presented the I Heart contract to the Board regarding radio advertising. After discussion was held, **Trustee Amadeo moved to approve the contract as presented, Trustee Tashiro seconded; the motion was passed unanimously.**

D. Approval of Comcast Media Campaign

Manager Klemme presented the Comcast television advertising campaign to the Board for approval. After a discussion regarding target audiences, it was suggested to table the discussion and pick up after the next board meeting, after more information was found. **Trustee Amadeo made a motion to table the contract until the August Board meeting, Trustee Goetzelt seconded; the motion passed unanimously.**

E. Continued discussion of expanding District boundaries

The Board held discussions regarding the expansion of District boundaries. Manager Klemme relayed recent activity the District responded to in the Bradley area and Trustees debated the cost of a survey. In the end it was agreed to revisit the topic in two years.

6. MONTHLY OPERATIONS REPORT: Paul Palomo, Operations Supervisor

Paul Palomo briefed the Board on District activities for the month of June. Palomo informed Trustees that staff saw a significant drop in service call requests as opposed to April & May. There were 29 service requests with 19 calls regarding mosquito activity, 9 calls for mosquito fish and 1 wasp call. Four videos were produced for the District's Social Media account and mosquito techs participated in drone training. Palomo also said that 75% of the marshes are drying up, but ponds are staying at capacity due to the heavy rains we experienced this spring.

7. MONTHLY OPERATIONS REPORT: Ken Klemme, District Manager/Biologist

Manager Klemme reported that Brent Ives from BHI Consulting was on vacation, but was still working to complete the strategic plan. Klemme expressed the District's continued interest in having field trips to the office and has been talking with reps. from the Monterey County Office of Education (MCOE). Trustee de Lorimier suggested we reach out to private schools as well, because parents usually volunteer to drive students and there won't be the issue of the cost of a bus. Klemme informed the Board the District has joined the Monterey Business Council and recently attended a talk where Monterey County Sheriff Tina Nieto was the guest speaker. Lastly, Klemme said he has placed the order for two new drones, but they won't be delivered until December.

8. TRUSTEE COMMENTS:

Trustee de Lorimier made a suggestion that when we are taking service requests, we ask the resident where they heard about us so we can get a clear picture of where our advertising efforts are working. Trustee Amadeo informed the Board that the City of Marina has approved her for (4) four more years on the Board.

9. **ADJOURNMENT:**

With no further inquiries, Board Chair Cecilio adjourned the meeting at 12:55 PM to the next regularly scheduled meeting on August 8, 2023 at noon.

Jeff Cecilio, Board Chair

ATTEST:

Nancy Amadeo, Secretary