



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 AGENDA OF THE CITY OF DEL REY OAKS CITY COUNCIL TUESDAY, MAY 23, 2023 AT 6:00 PM

Del Rey Oaks City Hall is inviting you to an **IN-PERSON** MEETING AT CITY HALL
The public may view the meeting online or may participate in-person in the
Council Chambers

Join Zoom Meeting

<https://us02web.zoom.us/j/86057365738>

1. **ROLL CALL - Council**
2. **PLEDGE OF ALLEGIANCE**
3. **INVOCATION - Reverend Robert Hellam of Church of the Oaks**
4. **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.**
5. **PROCLAMATION:**
 - A. Public Works Appreciation Week
 - B. Pride Month, June 2023
6. **CONSENT AGENDA:**
 - A. MINUTES: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)**
 1. April 25, 2023, Regular City Council Meeting Minutes
 2. May 9, 2023, Special City Council Meeting Minutes
 3. February 8, 2023, Regular Planning Commission Minutes

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

- 1.** Financials, April 2023 and April 2022
- 2.** Fire Department Response Report, April 2023
- 3.** Police Activity Report, April 2023

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

- 1.** Approve Update Salary Schedule
- 2.** Authorize City Manager to Execute a Contract for Via Verde-Curb & Gutter Replacement with Monterey Peninsula Engineering Utilizing 2022-23 SB1 Funds
- 3.** Approve Resolution 2023-07 Approving the FY 2023-24 SB1 Funded Project List
- 4.** Approve Contract Between Cordico and the Del Rey Oaks Police Department of the use of the Cordico Wellness App
- 5.** Display of Pride Flag at City Hall

7. NEW BUSINESS:

- A.** Consider Appointments to Fill Administrative Hearing Officer Vacancies
- B.** Approve Audited Financial Statements for Fiscal Year Ended June 30, 2022
- C.** Receive a Report on the FY 2023-24 Draft Budget
- D.** Clarify Direction for Recreation and Parks Committee and other Committees within the City

8. COUNCIL REPORTS:

- A.** City Manager Report
- B.** Council Reports

9. CORRESPONDENCE:

- A.** Letter from Public Utilities Commission
MST Highlights
TAMC Highlights
Veterans Advisory Committee
Letter from Resident
PD Acknowledgements

10. 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. Conference With Legal Counsel-Pending Litigation Pursuant to Government Code Section 54956.9 (a), (e) (3)

A. Government Claim of Miriam Smith

11. NEXT MEETING DATE: Tuesday, June 27, 2023 at 6:00pm

12. ADJOURNMENT

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



CITY OF DEL REY OAKS

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PHONE (831) 394-8511 FAX (831) 394-6421

PROCLAMATION

**The City of Del Rey Oaks City Council
Hereby Honoring National Public Works Week
May 21-27, 2023**

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of **Del Rey Oaks**; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals such as **Ron Fucci** and **Sherman Low** who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in **Del Rey Oaks** to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2023 marks the 63rd annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

NOW THEREFORE, I, Scott Donaldson, Mayor of Del Rey Oaks, do hereby designate the week May 21-27, 2023 as National Public Works Week; I urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Del Rey Oaks to be affixed this 23 day of May, 2023.

Scott Donaldson, Mayor



CITY OF DEL REY OAKS

650 CANYON DEL REY BLVD., DEL REY OAKS, CALIFORNIA 93940

PHONE (831) 394-8511 FAX (831) 394-6421

Proclamation Recognition of Pride Month June 2023

WHEREAS, the City of Del Rey Oaks is a welcoming community and an exceptional place to live, work, play and raise a family; and

WHEREAS, Del Rey Oaks has a diverse Lesbian, Gay, Bisexual, Transgender and Questioning (LGBTQ+) community and is committed to supporting visibility, dignity and equity for all its residents; and

WHEREAS, many of the residents and business owners within the City of Del Rey Oaks who contribute to the enrichment of our City are a part of the LGBTQ+ community; and

WHEREAS, Del Rey Oaks is strengthened by the diversity of ethnic, cultural, racial, gender and sexual identities of its residents and business community members, all of which contribute to the character, talent, economy and leadership of our City.

WHEREAS, while critical steps have been made toward full LGBTQ+ equity and equality, members of our national, state and local community still face discrimination, exclusion and prejudice simply for being who they are and for whom they love; and

WHEREAS, discrimination against people from the LGBTQ+ community around the world make it imperative for cities like Del Rey Oaks to stand up and show support for our LGBTQ+ residents; and

WHEREAS, we respect and celebrate the richness and variety of cultures, values, traditions and uniqueness as they contribute to the tapestry of our community; and

WHEREAS, each of us can and should promote inclusiveness, celebrate diversity, support all fellow community members, prevent the spread of misinformation and reject hate and bias in all forms which will make Del Rey Oaks a stronger and healthier community; and

WHEREAS, June was chosen as national Pride Month to commemorate the 1969 protests and demonstrations in response to raids at the Stonewall Inn in New York's Greenwich Village; and

WHEREAS, June has become a symbolic month in which LGBTQ community and allies come together in various celebrations of pride; and

NOW THEREFORE BE IT RESOLVED that, I, Scott Donaldson, Mayor of Del Rey Oaks, do hereby proclaim the month of June as LGBTQ+ Pride month, and encourage all residents to actively promote, support and help build a culture of inclusiveness and acceptance.

Signed this 23th day of May, 2023

Scott Donaldson, Mayor

City of Del Rey Oaks

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



Action Minutes

Tuesday April 25, 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, Councilmember Uy and Councilmember Bill Ragsdale-Cronin

Absent: None

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

Pledge of Allegiance:

Mayor Donaldson led the Pledge of Allegiance

Reading of Poems:

Resident and Author: Patrice Vecchione

Public Comment:

Sheriff Tina Nieto: Joked about giving Jeff Hoyne back to Del Rey Oaks, and then continued to congratulate Acting Chief Bourquin on his appointment as Chief, it's well deserved.

Karen Harris, Co-Chair of SDRO: Event on Saturday the 29th for Earth Day and May 13th at butterfly garden.

Public Comment is Closed

PRESENTATION:

A. Swearing in Ceremony for Chief of Police Bourquin

The following people spoke with high regard for Chief Bourquin:

He Seon Bourquin
Former DRO Chief Belcher
Former DRO Chief Hoyne
Deputy City Clerk Minami
Sergeant Nguyen

Followed by comments from the entire City Council.

Mayor Donaldson announced that there is cake and there will a 15 minute recess to celebrate at 6:38 pm.

Reconvened at 7:00 pm

PROCLAMATIONS:

- A.** Municipal Clerks Appreciation Week
- B.** Arbor Day 2023

CONSENT AGENDA: *Action Items*

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

- 1. March 28, 2023, Regular City Council Meeting Minutes
- 2. March 16, 2023, Joint Meeting of the City Council and Planning Commission

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

- 1. Financials, March 2023 – March 2022
- 2. Fire Department Response Report, March 2023
- 3. Police Activity Report, March 2023

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

- 1. Approve Second Reading and Waive a Full Reading of an Ordinance Amending Section 10.08.030 of the Del Rey Oaks Municipal Code (DROMC) Regarding Parking Vehicles on Public Property for more than 72 hours.
- 2. Consider Authorizing Chief Bourquin to Sign Memorandum of Understanding for Shooting Range Use
- 3. Consider Authorizing City Manager Guertin to Sign Agreement with TAMC for RSTP Funding
- 4. Consider Authorizing City Manager Guertin to Sign FORTAG Supplemental Master Agreement
- 5. Consider Authorizing a City Function on July 4, 2023 in Del Rey Park.
- 6. Consider Authorizing City Manager Guertin to Sign Police Chief Bourquin Contract of Employment

City Attorney Lorca: Gave update regarding the FPPC regarding C.4. and mentions that item C.6. can be approved with negotiation between City and Chief Bourquin.

Council Member Ragsdale-Cronin: Pulled item A.1. minutes from March 28th meeting, misstated the action that was taken. Questions were asked but not stated at the dais.

City Manager Guertin: Will change the minutes.

Council Member Shirley: Pulled item B.3 to ask questions to Chief Bourquin about stats on report.

Public Comment:

Public Comment is closed.

Mayor asks for a Motion to approve Consent agenda items with the requested change made to minutes from March 28th meeting. Motion made by **Council Member Ragsdale-Cronin**, Seconded by **Council Member Uy**. **Motion passed unanimously.**

OLD BUSINESS: There is none to consider.

NEW BUSINESS:

A. Nomination and Appointment of Planning Commissioner Ann Ahmadi

Motion made by **Council Member Shirley**, Seconded by **Council Member Uy** to appoint Ann Ahmadi to the Planning Commission. **Motion passed unanimously.**

B. Presentation on Active Bystandership for Law Enforcement (ABLE) Project - Chief Bourquin. No action required

C. Consider Required Changes to the Del Rey Oaks Police Department Military Equipment List Ordinance - Chief Bourquin.

Motion made by **Council Member Hallock**, Seconded by **Council Member Uy** to approve required changes to Military Equipment List Ordinance **Motion passed unanimously.**

Public Comment: None

Council Reports:

City Manager Guertin: Meetings with Denise Duffy. Looking forward to party on Saturday.

Chief Bouquin: Second year Lexipol winner. Detective Chris Salopek is Office of the Year. Explains the DEA assistance that DRO offers.

NEXT MEETING DATE:

Tuesday, May 23, 2023 at 6:00pm

ADJOURNMENT: 7:20 pm

Attest:

Date:

City of Del Rey Oaks

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



Action Minutes

**Tuesday May 9, 2023 – 5:30 PM
Special 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**

5:30 PM – Called to Order:

The meeting was called to order by Mayor Donaldson.

Roll Call:

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

Absent: None

Also Present: City Manager Guertin, 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

NEW BUSINESS:

- A. Approve Public Utility Easements with AT&T Communications, California American Water, Pacific Gas & Electric, and Seaside County Sanitation District to relocate their utilities into City-owned property as part of the Fort Ord Regional Trail and Greenway project**

City Manager Guertin: Explains the need for the approval and answered questions from Council Members regarding timing and services.

Motion made by **Council Member** Ragsdale-Cronin, Seconded by **Council Member** Uy to Approve Public Utility Easements with AT&T Communications, California American Water, Pacific Gas & Electric, and Seaside County Sanitation District to relocate their utilities into City-owned property as part of the Fort Ord Regional Trail and Greenway project.

Motion passed unanimously.

Public Comment: None

NEXT MEETING DATE:

Tuesday, May 23, 2023 at 6:00pm

ADJOURNMENT: 5:48 pm

Attest:

Date:

City of Del Rey Oaks

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



Action Minutes

Wednesday, February 8, 2023 - 6:00 PM

Planning Commission – Regular Meeting

Del Rey Oaks Planning Commission

Mike Hayworth – Chair

George Jaksha – Commissioner

Gary Kreeger – Commissioner

Denise Wood – Commissioner

Mike Burger – Commissioner

Bill Ragsdale-Cronin – Vice Chair

Louise Goetzelt - Commissioner

6:00 PM – Called to Order:

The meeting was called to order by Chair Hayworth.

Roll Call:

Present: Chair Hayworth, Commissioner Jaksha, Commissioner Burger, Commissioner Wood, Commissioner Kreeger, Commissioner Goetzelt and Vice Chair Ragsdale-Cronin.

Staff Present:

City Manager Guertin and Deputy City Clerk Minami

Planner Denise Duffy

Pledge of Allegiance:

Chair Hayworth led the Pledge of Allegiance.

Consent Agenda:**A. Adopt December 14, 2022, Planning Commission Meeting Minutes**

A motion was made by Commissioner Goetzelt, seconded by Commissioner Burger to adopt the December 14, 2022, Planning Commission Meeting Minutes.

Commissioner Wood:	AYE
Commissioner Burger:	AYE
Commissioner Kreeger:	AYE
Commissioner Jaksha:	AYE
Commissioner Ragsdale-Cronin:	AYE
Commissioner Goetzelt:	AYE
Chair Hayworth:	AYE

Item passed unanimously 7-0

Public Comment:

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

Reports:**Building Activity Report January 2023**

The Building Activity Report was accepted unanimously.

Old Business: None

New Business:

CONSIDER RECOMMENDATION to the City Council for submittal of the Annual Progress Report (APR) to the Office of Planning and Research (OPR) and the Office of Housing and Community Development (HCD)
Denise Duffy and Associates

Denise Duffy presents the report to the Commission and asks for questions or comments.

Commissioner Goetzelt: Airport General Plan completed 2 years ago.

Denise Duffy: Will make that update for the time frame.

A motion was made by Commission Ragsdale-Cronin to recommend that the Annual Progress Report (APR) to the Office of Planning and Research (OPR) and the Office of Housing and Community Development (HCD) be submitted to the City Council with changes, seconded by Commissioner Kreeger.

Commissioner Wood:	AYE
Commissioner Burger:	AYE
Commissioner Kreeger:	AYE
Commissioner Jaksha:	AYE
Commissioner Ragsdale-Cronin:	AYE
Commissioner Goetzelt:	AYE
Chair Hayworth:	AYE

Item passed unanimously 7-0

Applicant's Name:	Carmel Point Landscapes
Owner's Name:	Brent Fontes
File Number:	ARC 23-01
Site Location:	20 Carlton Drive
Planning Area:	APN# 012-581-010

Project Description:	Requesting Architectural Review to add a 22'8"x37'6" patio and pergola to the rear of the Single Family Home.
CEQA Determination:	Categorically Exempt pursuant to Guidelines § 15301 and 15061(b)
Recommended Action:	Analyze provided material, make appropriate findings, impose conditions as appropriate, and give direction to staff.

Commissioner Ragsdale-Cronin and Chair Hayworth step down from dais and Commission Jaksha takes over as Chair

Liz, Applicant: Explains project.

Commissioner Wood: Materials?

Liz: Trex.

Commissioner Burger: Neighbors?

Liz: No issues.

A motion was made to approve ARC 23-01 as submitted by Commissioner Kreeger and seconded by Commissioner Wood

Commissioner Wood:	AYE
Commissioner Burger:	AYE
Commissioner Kreeger:	AYE
Commissioner Jaksha:	AYE
Commissioner Goetzelt:	AYE

Item passed unanimously 5-0

Commissioner Ragsdale-Cronin and Chair Hayworth come back to the dais.

Announcements / Comments by Planning Commissioners:

Deputy City Clerk Minami and the entire Commission had a conversation regarding Muni Code electronic agenda packet and the new process for the Commission, to stay consistent with the Council.

No other announcements or comments by Commissioners

Next Meeting Date:

Wednesday, March 8, 2023

Adjournment:

6:30 PM

Attest:

Date:



Staff Report

DATE: May 23, 2023

TO: Honorable Mayor and Members of the City Council

FROM: John Guertin, City Manager

SUBJECT: Receive April 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 April 2023.

Background

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

Summary & Discussion

Attached are the following financial statements:

- April 2023 Cash Balances – The report shows where the City's funds are invested. The City continue to have a healthy cash balance \$13,170,435, of which \$3,755,437 are unrestricted.
- April 2023 Checks Issued Register – This is a listing of all the payments issued for the month.
- April 2023 General Fund Summary – This is a one-page summary of the General Fund, the City's main operating fund. For the month of April, the General Fund shows revenue of \$625,683 and year-to-date revenue of \$3,835,387. At 83.00% of the year (10 months) the City's revenues are slightly higher at 87.16% and expenditures are slightly lower at 79.81%. For the month of April, the General Fund shows an operating surplus of \$272,196 and a year-to-date surplus of \$370,093. The surplus is primarily due to the receipt of property taxes.
- April 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:

{AJL-01144461;1}

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

Respectfully Submitted,

John Guertin
City Manager

**City of Del Rey Oaks
CASH FUND BALANCE
As of 04/30/2023**

	<u>Current Year</u>	<u>Prior Year</u>	<u>Yield</u>
Accounts			
Unrestricted			
General Checking	729,203.62	1,006,711.30	
LAIF	3,755,436.87	3,254,190.02	2.831%
Total Unrestricted	<u>4,484,640.49</u>	<u>4,260,901.32</u>	
Restricted			
PARS	351,751.00	351,750.62	
Dev - Monterey Peninsula Partner	9,062.62	9,062.62	0%
Fidelity Title Escrow Acct - GJM/SBR Intersection	1,056,168.00	1,056,168.00	0%
Fidelity Title Escrow Acct - SBR Construction	7,268,813.00	7,268,813.00	0%
Total Restricted	<u>8,685,794.62</u>	<u>8,685,794.24</u>	
Total Cash and Investments	<u>13,170,435.11</u>	<u>12,946,695.56</u>	

City of Del Rey Oaks

Check Register

From 04/01/2023 Through 04/30/2023

Check Number	Payee	Transaction Description	Check Amount
032723-6	PERS	CalPERS 1900 457 (03/17) Contribution 04/15/2023	2,900.00
	PERS	PERS 3100 Contribution Retirement 03/11-03/24/23 -Plan 1364	498.60
	PERS	PERS 3100 Contribution Retirement 03/11-03/24/23 -Plan 26934	1,630.41
	PERS	PERS 3100 Contribution Retirement 03/11-03/24/23-Plan 25623	3,221.20
	PERS	PERS 3100 Contribution Retirement 03/11-03/24/23 -Plan 1365	3,772.07
21274	AT&T MOBILITY	Acct #287290891231 Mobile Service Period 04/03 to 05/02/2023	808.51
	AT&T MOBILITY	Acct #287304221758 Mobil Service for 04/03 to 05/02/2023	40.24
21275	CALIFORNIA BUILDING STANDARDS COMM	California Building Standards Commission for 1st Qtr 2023	24.20
21276	CITY OF SEASIDE	ACCT #1000 - Fire Contract - 3rd Qtr - 22/23 Service Period 01/31/23 to 03/31/23	54,775.50
21277	CoPower	DENTAL COVERAGE April 2023	2,113.54
21278	COAST WEEKLY CLASSIFIEDS	Acct #060200-00001 - Ordinance No. 312 Notices	519.75
21279	CORDIO PSYCHOLOGICAL CORP.	Kevin Andoy - Pre-Employment Phych Eval	500.00
21280	CORELOGIC SOLUTIONS, LLC.	RQ2 Flat Fee - March 2023	150.00
21281	DENISE DUFFY & ASSOCIATES	February 2023 - #9614 Task #772, Former Ft. Ord/Developer Task #772	1,071.00
	DENISE DUFFY & ASSOCIATES	February 2023 - #9614 Task 779A LEAP - LEAP Grant Consulting Task #779-A	2,038.00
	DENISE DUFFY & ASSOCIATES	February 2023 - FRP Task 784, Fuel Reduction Plan, Task #783 Authorized 02/06/23	641.25
	DENISE DUFFY & ASSOCIATES	February 2023 - MPE Task 783	724.50
	DENISE DUFFY & ASSOCIATES	February 2023 - REAP Grant #779-B, City of DRO REAP Grant Task #779-B	1,235.00
	DENISE DUFFY & ASSOCIATES	February 2023 - Task 776. General On-Call Consulting Task #776	3,611.00
	DENISE DUFFY & ASSOCIATES	February 2023 - Task 782, HMP Compliance, Task #782	216.00
	DENISE DUFFY & ASSOCIATES	January 2023 - #9614 Task #772, Former Ft. Ord/Developer Task #772	952.00
	DENISE DUFFY & ASSOCIATES	January 2023 - #9614 Task 779-A LEAP - LEAP Grant Consulting Task #779-A	1,234.50
	DENISE DUFFY & ASSOCIATES	January 2023 - MPE Task 783	892.00
	DENISE DUFFY & ASSOCIATES	January 2023 - REAP Grant #779-B , Task #1	1,472.50
	DENISE DUFFY & ASSOCIATES	January 2023 - Task 776 General On-Call Consulting Task #776	4,375.00
	DENISE DUFFY & ASSOCIATES	January 2023 - Task 782 , HMP Compliance	856.75
21282	DEPT OF CONSERVATION	SMIP FEES - Period of Jan 01 to March 31,2023	70.90
21283	G.P.S. SOLUTIONS	March Billing 2023 - Safeway Parking Lot Collapse -	5,385.01
21284	Hana Gardens Del Rey Oaks	March 2023 - Supplies	182.87
21285	HOME DEPOT CRC	03/29/23 Supplies	13.62
	HOME DEPOT CRC	04/11/23 Safety Vest, Glasses / supplies	111.75
21286	JAMES DE CHALK	Janitorial Service for March 2023 - For City Hall	500.00
21287	Karen Minami	Karen Minami - Employee Wellness Program	310.97
21288	LOUISE GOETZELT	Employee Reimbursement - Training - Lunch, Lodging, Breakfast	1,066.35
21289	MONTEREY BAY TECHNOLOGIES	CyberPower 1350VA UPS Power Suply for the Airport PC	108.74
21290	Monterey County, Environmental Health	Direct Cost per MOA for Services 07/01/22 to 12/31/22: Inv 22SMS218 03/10/23	212.63
21291	Monterey County Mayor's Association	Annual Dues for 2023	1,575.83
21292	MONTEREY COUNTY SHERIFF	Criminal Justice Information System Qtr Ending 03/31/2023	2,047.44
21293	MONTEREY ONE WATER	Acct #09-000306 for Service Period 03/01/23 to 04/30/23	73.42
21294	Monterey Regional Waste Managment Dist	CA- SB 1383 CalRecycle Local Assitance Granct Program Funding for CY 2022	20,164.00
	Monterey Regional Waste Managment Dist	FY 2021-2022 Annual Proportionate Share of Cost for CA-SB 1383 Implementation	1,700.00
	Monterey Regional Waste Managment Dist	FY 2022-2023 Annual Proportionate Share of Cost for CA SB 1383	3,750.00
21295	NEILL ENGINEERS CORP	Retainer for January 2023 through March 2023	300.00
21296	ODP Business Solutions, LLC	Supplies	429.46
21297	P.E.R.S.-HEALTH	CalPERS 1800 Health 05/2023	28,302.06
21298	PG&E	Acct#4283033409-2 PGE services 02/22/23 to 03/22/23	2,409.46
21299	PRECISION ALARMS AND AUTOMATION	Fire Alarm System Monitoring March 2023	170.00
21300	PORAC	Acct #3162 Members Dues Del Rey Oaks POA	246.00
	PORAC	Acct #3163 Reserve POA Dues March 2023	96.00
21301	PURE WATER	Water Dispenser Rental/Supplles	49.25
21302	TERMINIX	Pest Control - March 2023	102.00
21303	THE MAYNARD GROUP	Telephone Service - April 2023	67.00
21304	US Bank Equipment Finance	Acct #500-0673430-000 Konica Minolta Copier for April 2023	397.84
21305	Verizon	Acct#342533778-00001 - Mobil Service for 03/24 to 04/23/23	80.02
Report Total			160,196.14

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

From 04/01/2023 Through 04/30/2023

	Current Month Actual	Year to Date Actual	YTD Budget - Revised	Percent Collected/Spent
Revenue				
Property Taxes	323,165.19	763,297.25	738,700.00	103.33%
Sales Tax	76,020.04	1,099,048.77	1,253,000.00	87.71%
Other Taxes	88,062.41	416,469.62	503,300.00	82.75%
Licenses and Permits	18,526.74	276,356.91	311,300.00	88.78%
Fines and Forfeitures	275	2,925.55	5,200.00	56.26%
Other Revenue	1,057.63	17,685.76	12,200.00	144.97%
Grants	18,249.80	213,747.88	202,700.00	105.45%
Airport Police Services	90,304.17	899,291.70	1,211,250.00	74.24%
Current Services	10,021.91	146,563.70	162,700.00	90.08%
Total Revenue	625,682.89	3,835,387.14	4,400,350.00	87.16%
Expenditures				
Council	3,700.26	21,644.15	33,600.00	64.42%
City Clerk	46,168.55	312,761.96	435,260.00	71.86%
City Manager	22,418.25	239,935.32	291,960.00	82.18%
Audit/Treasurer	0	148,462.61	227,200.00	65.34%
Legal	519.75	88,101.50	201,500.00	43.72%
Planning & Building Regulation	23,931.76	108,663.64	108,240.00	100.39%
Government Buildings	352	9,097.60	22,100.00	41.17%
Non-Departmental	70.9	26,977.13	33,640.00	80.19%
Police	184,862.40	2,086,842.26	2,465,900.00	84.63%
Fire/Animal Control	54,775.50	164,326.50	219,100.00	75.00%
Public Works/Streets	16,536.97	219,271.63	258,750.00	84.74%
Parks/Recreation	150.73	39,209.83	44,500.00	88.11%
Total Expenditures	353,487.07	3,465,294.13	4,341,750.00	79.81%
Net Revenues	272,195.82	370,093.01	58,600.00	
Net Revenues After Other Financing Sources and Uses	272,195.82	370,093.01	58,600.00	

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

100 - General Fund
From 4/1/2023 Through 4/30/2023

		Current Period Actual	Current Year Actual	YTD Budget - Revised	Percent of Budget Used
Revenue					
Non Department Specific	000				
P/T-Secured	41110	220,088.73	531,578.06	520,200.00	102.18%
P/T-Unsecured	41120	0.00	24,139.60	24,000.00	100.58%
P/T-Prior Secured	41130	913.63	3,806.16	6,000.00	63.43%
Prior Unsecured	41140	0.00	0.00	100.00	0.00%
P/T-Unitary Tax	41150	5,243.96	10,528.54	8,600.00	122.42%
P/T-Supplemental Roll (SB813)	41160	6,658.34	13,081.90	12,000.00	109.01%
Property Tax - VLF	41170	89,683.00	179,366.00	167,000.00	107.40%
Prop Tax-Interest/Penalty	41180	577.53	796.99	800.00	99.62%
Sales Tax	42210	31,568.87	320,787.34	450,000.00	71.28%
Sales Tax - Add On (MS-1% of Local Sales Tax	42220	44,451.17	778,261.43	803,000.00	96.91%
Cannabis Tax	42222	0.00	82,850.03	120,000.00	69.04%
Transient Occupancy Tax	42230	14,195.49	141,610.35	190,000.00	74.53%
Property Transfer Tax	42250	0.00	0.00	5,000.00	0.00%
Sewer Impact	42290	20,766.32	20,766.32	15,000.00	138.44%
Business Licenses	42310	1,102.00	205,749.92	215,000.00	95.69%
Gas Franchises	42761	8,071.43	8,071.43	5,800.00	139.16%
Electric Franchises	42762	21,570.31	21,570.31	18,500.00	116.59%
Garbage Franchises	42763	23,458.86	98,002.87	100,000.00	98.00%
Cable Tv Franchises	42764	0.00	20,732.84	26,000.00	79.74%
Water Franchises	42765	0.00	22,865.47	23,000.00	99.41%
SB1186 Disability Access Fund	43311	48.00	1,598.72	1,000.00	159.87%
SB1473 Evironmental Assessment Fee	43312	1.00	54.86	100.00	54.86%
Building Permits	43320	1,344.68	35,449.49	40,000.00	88.62%
Cannabis Business Permit	43325	15,089.06	15,089.06	30,000.00	50.29%
Plan Check Fees	43330	240.00	13,494.08	17,000.00	79.37%
Street Opening Permits Fees	43340	0.00	3,000.00	5,000.00	60.00%
Plumbing Permits	43350	375.00	2,375.00	1,600.00	148.43%
Electrical Permits	43360	375.00	750.00	1,600.00	46.87%
Other Licenses/Permits	43390	0.00	394.50	1,000.00	39.45%
Fines & Forfeitures	45000	0.00	35.00	200.00	17.50%
Vehicle Code Fines	45510	275.00	2,890.55	5,000.00	57.81%
Interest Earned	46100	0.00	6,246.85	10,000.00	62.46%
Rental Income - Garden Ctr	46815	3,000.00	30,000.00	36,000.00	83.33%
Rental Income - Airport RV	46816	2,900.00	29,000.00	35,000.00	82.85%
Rental Income - PW Bldg	46817	2,000.00	13,000.00	0.00	0.00%
HOPTR	47130	721.13	1,030.18	1,200.00	85.84%
Vehicle License Collection	47140	250.00	2,680.25	0.00	0.00%
COPS	47240	0.00	148,604.59	165,200.00	89.95%
AMBAG REAP Grant - Housing Element	47241	0.00	7,755.50	0.00	0.00%
HCD LEAP Grant - Housing Element	47242	15,523.75	15,523.75	0.00	0.00%
SB1383 Organics Recycling	47243	0.00	6,292.22	0.00	0.00%
Prop 172	47750	2,726.05	25,086.17	25,000.00	100.34%
Wellness Program	47760	0.00	7,500.00	7,500.00	100.00%
Police Grants Other Agencies	47780	0.00	0.00	5,000.00	0.00%
POST Reimbursements	47781	0.00	2,985.65	0.00	0.00%
Police Reports	48210	25.00	375.00	1,000.00	37.50%
Police Services	48211	0.00	29,050.00	48,000.00	60.52%

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

100 - General Fund

From 4/1/2023 Through 4/30/2023

		Current Period Actual	Current Year Actual	YTD Budget - Revised	Percent of Budget Used
Public Events	48212	0.00	0.00	5,000.00	0.00%
Use Permits	48805	870.00	27,590.00	20,000.00	137.95%
Maps/Publications	48810	0.00	0.00	100.00	0.00%
Property Inspections	48825	250.00	3,000.00	4,500.00	66.66%
Miscellaneous Revenue	48840	76.91	10,498.70	10,000.00	104.98%
Rental - Park	48910	900.00	4,050.00	3,100.00	130.64%
Miscellaneous Refunds	48930	38.50	6,129.76	0.00	0.00%
Total Non Department Specific		535,378.72	2,936,095.44	3,189,100.00	92.07%
Police	210				
Airport Police Services	48220	90,304.17	899,291.70	1,211,250.00	74.24%
Total Police		90,304.17	899,291.70	1,211,250.00	74.24%
Total Revenue		625,682.89	3,835,387.14	4,400,350.00	87.16%

Expense

Council	110				
Council Member Stipend	61115	625.00	6,150.00	9,000.00	68.33%
Medicare	61130	9.06	89.15	200.00	44.57%
Social Security	61131	38.75	381.30	0.00	0.00%
Unemployment Ins-Fed & State	61132	3.75	59.40	0.00	0.00%
Dental Expense	61135	381.52	4,022.30	7,400.00	54.35%
Member/Dues/Contributions	64550	1,575.83	5,117.00	2,000.00	255.85%
Strategic Planning	64570	0.00	1,300.00	12,000.00	10.83%
Travel Expenses	64610	1,066.35	4,525.00	3,000.00	150.83%
Total Council		3,700.26	21,644.15	33,600.00	64.42%
City Clerk	111				
Payroll	61105	10,823.65	114,560.25	142,800.00	80.22%
Temp Payroll	61107	0.00	0.00	10,000.00	0.00%
Overtime	61110	393.71	5,906.41	20,000.00	29.53%
PERS UAL	61124	0.00	38,622.00	40,000.00	96.55%
PERS Retirement	61125	387.35	7,418.57	11,700.00	63.40%
Medicare	61130	160.68	1,703.18	2,100.00	81.10%
Unemployment Ins-Fed & State	61132	0.00	196.09	0.00	0.00%
Dental Expense	61135	190.76	1,716.26	3,400.00	50.47%
Health Insurance	61140	7,399.24	36,904.87	47,200.00	78.18%
Health Insurance -Retiree	61141	0.00	0.00	1,860.00	0.00%
Vision Ins	61145	0.00	244.76	500.00	48.95%
Workers Comp	61150	0.00	11,091.06	7,900.00	140.39%
Wellness Program	61155	310.97	1,155.15	1,100.00	105.01%
Materials/Supply	62410	565.46	10,186.16	16,300.00	62.49%
Office Supplies	62430	54.23	5,241.19	11,200.00	46.79%
Repair/Maintenance	63505	85.00	2,804.89	3,000.00	93.49%
Telephone	63530	33.50	5,345.03	7,680.00	69.59%
Website Design & Maintenance	63535	0.00	347.39	3,800.00	9.14%
Postage / Shipping	63540	0.00	4,194.61	2,400.00	174.77%
Training	63605	0.00	717.95	5,000.00	14.35%
Insurance-Liability & Property	63620	0.00	13,266.06	14,900.00	89.03%
Contract Services - IT	63635	0.00	6,318.89	5,000.00	126.37%
HR Services-RGS	63652	0.00	51.30	31,500.00	0.16%
Organic Waste Regs Services	63654	25,614.00	25,614.00	12,000.00	213.45%
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	150.00	5,878.34	10,000.00	58.78%
Records Retention Services	64330	0.00	0.00	5,000.00	0.00%

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

100 - General Fund

From 4/1/2023 Through 4/30/2023

		Current Period Actual	Current Year Actual	YTD Budget - Revised	Percent of Budget Used
Member/Dues/Contributions	64550	0.00	809.00	1,000.00	80.90%
Election Cost	64588	0.00	12,468.55	8,500.00	146.68%
Furniture, Equipment & Vehicles	66300	0.00	0.00	3,000.00	0.00%
Total City Clerk		46,168.55	312,761.96	435,260.00	71.86%
City Manager	120				
Payroll	61105	14,838.51	156,760.53	187,000.00	83.82%
PERS UAL	61124	0.00	893.00	900.00	99.22%
PERS Retirement	61125	515.73	9,258.25	13,100.00	70.67%
Medicare	61130	214.72	2,269.20	2,500.00	90.76%
Unemployment Ins-Fed & State	61132	0.00	77.04	0.00	0.00%
Dental Expense	61135	193.29	1,739.61	1,700.00	102.33%
Health Insurance	61140	6,240.62	32,090.93	23,600.00	135.97%
Vision Ins	61145	0.00	296.00	200.00	148.00%
Workers Comp	61150	0.00	11,190.68	9,700.00	115.36%
Wellness Program	61155	0.00	0.00	500.00	0.00%
Admin Leave	61175	0.00	0.00	7,000.00	0.00%
Auto Allowance	61180	415.38	4,361.49	5,400.00	80.76%
Office Supplies	62430	0.00	125.62	1,530.00	8.21%
Insurance-Liability & Property	63620	0.00	14,326.55	18,200.00	78.71%
Member/Dues/Contributions	64550	0.00	1,159.00	3,500.00	33.11%
Books and Periodicals	64565	0.00	0.00	300.00	0.00%
Travel Expenses	64610	0.00	387.42	8,000.00	4.84%
Contingency	66905	0.00	5,000.00	8,830.00	56.62%
Total City Manager		22,418.25	239,935.32	291,960.00	82.18%
Audit/Treasurer	130				
Dental Expense	61135	0.00	20.00	0.00	0.00%
ADP Payroll Fees	62310	0.00	1,000.23	7,100.00	14.08%
Bank Service Charges	62320	0.00	4,624.34	1,000.00	462.43%
Accounting Software	62431	0.00	3,880.73	3,600.00	107.79%
Annual Audit	63625	0.00	11,812.26	31,000.00	38.10%
Actuarial Services	63627	0.00	0.00	4,500.00	0.00%
Accounting Services-RGS	63645	0.00	127,125.05	180,000.00	70.62%
Total Audit/Treasurer		0.00	148,462.61	227,200.00	65.34%
Legal	150				
Legal Services	63650	0.00	87,424.25	200,000.00	43.71%
Legal Advert	64560	519.75	677.25	1,500.00	45.15%
Total Legal		519.75	88,101.50	201,500.00	43.72%
Planning & Building Regulation	160				
Economic Development Services	63639	0.00	7,655.50	30,000.00	25.51%
Planning Services	63640	12,566.75	51,587.51	40,000.00	128.96%
Contract Services - Housing Element	63642	5,980.00	8,965.41	0.00	0.00%
Building Inspections Services	63648	4,887.01	39,957.22	30,240.00	132.13%
Engineering Services	63649	0.00	0.00	5,000.00	0.00%
Code Enforcement Services	63656	498.00	498.00	0.00	0.00%
Travel Expenses	64610	0.00	0.00	3,000.00	0.00%
Total Planning & Building Regulation		23,931.76	108,663.64	108,240.00	100.39%
Government Buildings	180				
Repair/Maintenance	63505	102.00	6,947.60	20,000.00	34.73%
Janitorial Services	63660	250.00	2,150.00	2,100.00	102.38%

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

100 - General Fund
From 4/1/2023 Through 4/30/2023

		Current Period Actual	Current Year Actual	YTD Budget - Revised	Percent of Budget Used
Total Government Buildings		352.00	9,097.60	22,100.00	41.17%
Non-Departmental	190				
Materials/Supply	62410	0.00	3,028.94	6,120.00	49.49%
Telephone	63530	0.00	67.00	1,120.00	5.98%
Insurance-Liability & Property	63620	0.00	12,066.49	12,100.00	99.72%
Member/Dues/Contributions	64550	0.00	11,625.24	13,000.00	89.42%
Misc Expenses	64580	0.00	0.00	1,000.00	0.00%
S.M.I.P.	64930	70.90	140.06	200.00	70.03%
Sb 1473	64940	0.00	49.40	100.00	49.40%
Total Non-Departmental		70.90	26,977.13	33,640.00	80.19%
Police	210				
Payroll	61105	109,130.73	811,335.23	1,026,100.00	79.06%
Overtime	61110	10,400.79	124,888.68	170,000.00	73.46%
Reserves Payroll	61120	6,435.00	68,415.00	77,000.00	88.85%
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	4,230.02	83,066.34	127,500.00	65.15%
PERS 457 Expense	61126	1,200.00	24,900.00	36,000.00	69.16%
Medicare	61130	1,820.06	14,575.89	14,900.00	97.82%
Social Security	61131	2,559.81	3,835.79	0.00	0.00%
Unemployment Ins-Fed & State	61132	58.26	10,443.30	0.00	0.00%
Dental Expense	61135	1,220.99	10,989.49	19,400.00	56.64%
Health Insurance	61140	40,269.94	214,880.19	241,900.00	88.83%
Health Insurance -Retiree	61141	302.00	1,587.00	1,800.00	88.16%
Vision Ins	61145	0.00	1,984.26	2,900.00	68.42%
Workers Comp	61150	0.00	166,139.33	212,800.00	78.07%
Wellness Program	61155	0.00	2,439.39	5,300.00	46.02%
Uniform Allowance	61160	0.00	4,250.00	10,000.00	42.50%
Materials/Supply	62410	436.91	51,475.35	45,000.00	114.38%
Ammunition	62420	0.00	4,931.43	5,000.00	98.62%
Office Supplies	62430	54.23	3,122.27	3,000.00	104.07%
PD Safety Equip Lease - Principal	62460	0.00	8,039.00	24,300.00	33.08%
PD Safety Equip Lease - Interest	62461	0.00	674.40	1,000.00	67.44%
Auto Ops - Supplies / Equip	62710	0.00	1,371.07	2,500.00	54.84%
Auto Ops - Fuel	62720	2,556.95	24,515.27	30,000.00	81.71%
Repair/Maintenance	63505	85.00	10,222.75	14,000.00	73.01%
Telephone	63530	962.27	18,451.07	14,000.00	131.79%
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	0.00	378.22	500.00	75.64%
Training	63605	0.00	9,725.35	15,000.00	64.83%
Insurance-Liability & Property	63620	0.00	120,653.35	111,800.00	107.91%
Annual Audit	63625	0.00	0.00	4,500.00	0.00%
Contract Services - IT	63635	0.00	6,550.00	6,000.00	109.16%
HR Services-RGS	63652	0.00	0.00	3,000.00	0.00%
Janitorial Services	63660	250.00	2,150.00	2,000.00	107.50%
911-Radio Dispatch	63665	0.00	73,530.00	73,300.00	100.31%
Auto Repair/Maintenance	63730	0.00	12,170.05	14,000.00	86.92%
Animal Regulation Fire	63820	0.00	0.00	500.00	0.00%

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

100 - General Fund

From 4/1/2023 Through 4/30/2023

		Current Period Actual	Current Year Actual	YTD Budget - Revised	Percent of Budget Used
Fund Jail & Prisoner	63830	0.00	0.00	200.00	0.00%
ACJIS System	63840	2,047.44	7,317.76	9,000.00	81.30%
Personnel Recruit & Pre-Employment	64545	500.00	1,821.00	3,000.00	60.70%
Member/Dues/Contributions	64550	342.00	4,480.15	4,000.00	112.00%
Books and Periodicals	64565	0.00	631.35	900.00	70.15%
Travel Expenses	64610	0.00	14,207.18	13,000.00	109.28%
Equipment	66302	0.00	51,184.81	0.00	0.00%
Total Police		184,862.40	2,086,842.26	2,465,900.00	84.63%
Fire/Animal Control	220				
Fire Seaside	63810	54,775.50	164,326.50	219,100.00	75.00%
Total Fire/Animal Control		54,775.50	164,326.50	219,100.00	75.00%
Public Works/Streets	311				
Payroll	61105	9,186.62	67,593.84	79,700.00	84.81%
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	228.70	4,299.56	6,000.00	71.65%
Medicare	61130	132.76	976.17	1,200.00	81.34%
Unemployment Ins-Fed & State	61132	0.00	77.04	0.00	0.00%
Dental Expense	61135	126.98	1,142.82	1,700.00	67.22%
Health Insurance	61140	4,800.48	24,685.32	23,600.00	104.59%
Vision Ins	61145	0.00	165.10	300.00	55.03%
Workers Comp	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	159.35	10,842.27	16,500.00	65.71%
Office Supplies	62430	0.00	499.51	1,530.00	32.64%
Auto Ops - Supplies / Equip	62710	0.00	1,813.22	2,500.00	72.52%
Auto Ops - Fuel	62720	485.84	5,596.79	5,000.00	111.93%
Repair/Maintenance	63505	0.00	38,594.32	41,000.00	94.13%
Gabilan Crew	63515	0.00	0.00	5,000.00	0.00%
Utilities - PG&E	63520	1,416.24	12,809.08	12,000.00	106.74%
Utilities - Water	63525	0.00	3,256.15	3,200.00	101.75%
Training	63605	0.00	0.00	5,000.00	0.00%
Insurance-Liability & Property	63620	0.00	9,999.33	5,500.00	181.80%
Auto Repair/Maintenance	63730	0.00	2,724.12	8,300.00	32.82%
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		16,536.97	219,271.63	258,750.00	84.74%
Parks/Recreation	411				
Materials/Supply	62410	77.31	4,594.16	16,500.00	27.84%
Repair/Maintenance	63505	0.00	24,783.05	25,000.00	99.13%
Utilities - Water	63525	73.42	2,757.88	2,000.00	137.89%
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		150.73	39,209.83	44,500.00	88.11%
Total Expense		353,487.07	3,465,294.13	4,341,750.00	79.81%
Excess(Deficit) of Revenue Over Expenditures		272,195.82	370,093.01	58,600.00	631.55%

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

210 - Gas Tax Fund

From 4/1/2023 Through 4/30/2023

		Current Period Actual	Current Year Actual	YTD Budget - Revised	Percent of Budget Used
Revenue					
Non Department Specific	000				
Gas Tax 2103	47010	600.90	10,702.50	15,000.00	71.35%
Gas Tax 2105	47020	711.20	7,551.12	10,400.00	72.60%
Gas Tax 2106	47030	697.88	8,287.84	9,100.00	91.07%
Gas Tax 2107	47040	979.83	9,227.53	14,200.00	64.98%
Gas Tax 2107.5	47050	0.00	1,000.00	1,000.00	100.00%
Total Non Department Specific		<u>2,989.81</u>	<u>36,768.99</u>	<u>49,700.00</u>	<u>73.98%</u>
Total Revenue		<u>2,989.81</u>	<u>36,768.99</u>	<u>49,700.00</u>	<u>73.98%</u>
Expense					
Public Works/Streets	311				
Street Sweeping	63510	0.00	6,203.88	10,000.00	62.03%
Street Lighting	63910	<u>993.22</u>	<u>9,343.04</u>	<u>15,000.00</u>	<u>62.28%</u>
Total Public Works/Streets		<u>993.22</u>	<u>15,546.92</u>	<u>25,000.00</u>	<u>62.19%</u>
Total Expense		<u>993.22</u>	<u>15,546.92</u>	<u>25,000.00</u>	<u>62.19%</u>
Excess(Deficit) of Revenue Over Expenditures		1,996.59	21,222.07	24,700.00	85.91%

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

211 - SB1 Fund

From 4/1/2023 Through 4/30/2023

		Current Period Actual	Current Year Actual	YTD Budget - Revised	Percent of Budget Used
Revenue					
Non Department Specific	000				
SB 1 Funds	47777	2,976.93	28,735.60	36,900.00	77.87%
MBASIA Contribution	48970	0.00	0.00	10,000.00	0.00%
Total Non Department Specific		2,976.93	28,735.60	46,900.00	61.27%
Total Revenue		2,976.93	28,735.60	46,900.00	61.27%
Expense					
Street Curb Replacement	521				
Street Improvements	66410	0.00	0.00	20,000.00	0.00%
Total Street Curb Replacement		0.00	0.00	20,000.00	0.00%
Street Improvements	523				
Street Improvements	66410	0.00	0.00	70,000.00	0.00%
Total Street Improvements		0.00	0.00	70,000.00	0.00%
Total Expense		0.00	0.00	90,000.00	0.00%
Excess(Deficit) of Revenue Over Expenditures		2,976.93	28,735.60	(43,100.00)	(66.67)%

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

212 - Measure X Fund

From 4/1/2023 Through 4/30/2023

		Current Period Actual	Current Year Actual	YTD 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 4/1/2023 Through 4/30/2023

		Current Period Actual	Current Year Actual	YTD Budget - Revised	Percent of Budget Used
Expense					
City Clerk	111				
Council Chamber Technology	64317	0.00	626.09	0.00	0.00%
Total City Clerk		0.00	626.09	0.00	0.00%
Planning & Building Regulation	160				
Contract Services - Habitat Management Plan	63646	1,072.75	3,004.00	41,667.00	7.20%
Total Planning & Building Regulation		1,072.75	3,004.00	41,667.00	7.21%
Total Expense		1,072.75	3,630.09	41,667.00	8.71%
Excess(Deficit) of Revenue Over Expenditures		(1,072.75)	(3,630.09)	(41,667.00)	8.71%

City of Del Rey Oaks
Statement of Revenues and Expenditures-YTD Budget v. Actual Detail
223 - ARPA Fund
From 4/1/2023 Through 4/30/2023

		Current Period Actual	Current Year Actual	YTD 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	0.00	6,462.63	0.00%
Computer Server Replace	64318	0.00	9,988.72	12,000.00	83.23%
Total City Clerk		0.00	18,058.72	40,462.63	44.63%
Police	210				
Mobile Data Terminals	66305	0.00	7,904.04	18,215.66	43.39%
Portable Radios	66306	0.00	0.00	62,800.00	0.00%
Total Police		0.00	7,904.04	81,015.66	9.76%
City Hall Parking Lot Imp	527				
Parking Lot Improvements	66425	0.00	0.00	150,000.00	0.00%
Total City Hall Parking Lot Imp		0.00	0.00	150,000.00	0.00%
Park Parking Lot	528				
Parking Lot Improvements	66425	0.00	40,023.65	60,500.00	66.15%
Total Park Parking Lot		0.00	40,023.65	60,500.00	66.15%
Total Expense		0.00	65,986.41	331,978.29	19.88%
Excess(Deficit) of Revenue Over Expenditures		0.00	131,849.59	(134,108.29)	(98.31)%

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

231 - BSCC-Officer Wellness & Mental Health Grant

From 4/1/2023 Through 4/30/2023

		Current Period Actual	Current Year Actual	YTD Budget - Revised	Percent of Budget Used
Revenue					
Police	210				
Officer Wellness & Mental Health Grant	47761	0.00	15,000.00	0.00	0.00%
Total Police		0.00	15,000.00	0.00	0.00%
Total Revenue		0.00	15,000.00	0.00	0.00%
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

311 - Prop 68 Grant Fund
From 4/1/2023 Through 4/30/2023

		Current Period Actual	Current Year Actual	YTD Budget - Revised	Percent of Budget Used
Revenue					
Non Department Specific	000				
Prop 68 Grant	47751	0.00	0.00	177,952.00	0.00%
Donations	48844	0.00	0.00	30,000.00	0.00%
Total Non Department Specific		0.00	0.00	207,952.00	0.00%
Total Revenue		0.00	0.00	207,952.00	0.00%
Expense					
Park Parking Lot/Accessibility Project	531				
Park Improvements	66420	0.00	68,582.34	68,582.34	100.00%
Total Park Parking Lot/Accessibility Project		0.00	68,582.34	68,582.34	100.00%
Total Expense		0.00	68,582.34	68,582.34	100.00%
Excess(Deficit) of Revenue Over Expenditures		0.00	(68,582.34)	139,369.66	(49.20)%

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

321 - SBR Engineering Fund
From 4/1/2023 Through 4/30/2023

		Current Period Actual	Current Year Actual	YTD 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%

**FIRE DEPARTMENT**

1635 Broadway Avenue
Seaside, CA 93955

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

May 2, 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 April 1, 2023 through April 30, 2023.

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

Incident #

230401-SEA00878	230404-SEA00916	230414-SEA00994	230423-SEA01067
230403-SEA00893	230406-SEA00934	230416-SEA01009	230423-SEA01071
230403-SEA00901	230408-SEA00950	230417-SEA01017	230425-SEA01083
230403-SEA00905	230410-SEA00961	230417-SEA01020	
230404-SEA00912	230412-SEA00975	230419-SEA01037	

There are Eighteen (18) fire calls for the month of April. 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
4/1/2023	230401-SEA00878	12:39:00 PM	12:48:29 PM	8.83	622	29	Portola	Non-Emergent
4/3/2023	230403-SEA00893	9:19:00 AM	9:24:07 AM	5.12	321	29	Los Encinos	Emergent
4/3/2023	230403-SEA00901	2:46:18 PM	2:55:14 PM	8.10	444	29	Rosita	Non-Emergent
4/3/2023	230403-SEA00905	7:10:42 PM	7:13:49 PM	3.12	324	29	Fremont	Emergent
4/4/2023	230404-SEA00912	12:51:52 PM	12:57:38 PM	5.12	321	29	Los Encinos	Emergent
4/4/2023	230404-SEA00916	7:02:59 PM	7:06:47 PM	3.80	311	29	Canyon Del Rey	Emergent
4/6/2023	230406-SEA00934	4:23:39 PM	4:30:48 PM	6.32	321	29	Altura	Emergent
4/8/2023	230408-SEA00950	9:21:10 PM	9:29:00 PM	6.50	311	29	Paloma	Emergent
4/10/2023	230410-SEA00961	1:07:14 PM	1:12:50 PM	5.60	622	29	Voe	Non-Emergent
4/12/2023	230412-SEA00975	7:56:18 AM	8:05:58 AM	8.43	321	29	Canyon Del Rey	Emergent
4/14/2023	230414-SEA00994	3:20:31 PM	3:25:10 PM	3.93	622	29	CANYON DEL REY	Emergent
4/16/2023	230416-SEA01009	9:55:13 AM	10:02:01 AM	5.88	321	29	Quail Run	Emergent
4/17/2023	230417-SEA01017	8:19:19 AM	8:26:41 AM	6.80	321	29	Portola	Emergent
4/17/2023	230417-SEA01020	11:33:03 AM	11:39:15 AM	5.57	321	29	Quendale	Emergent
4/19/2023	230419-SEA01037	12:39:03 PM	12:46:11 PM	7.13	412	29	Portola	Emergent
4/23/2023	230423-SEA01067	10:50:46 AM	10:56:55 AM	5.75	321	29	Pheasant Ridge	Emergent
4/23/2023	230423-SEA01071	4:53:14 PM	4:59:02 PM	5.38	321	29	Quendale	Emergent
4/25/2023	230425-SEA01083	8:08:59 AM	8:14:29 AM	4.90	6111	29	Carlton	Emergent

Total Calls 18

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



POLICE

DEL REY OAKS

City Council Report

APR 2023

Chris Bourquin - Chief

Case #	Date	Offense Code 1	Offense Code Description	DRO	MPAD	OJ	Residential	Commercial
23-111	04/01/2023	ACN	Traffic Collision (Non-Injury)	X				
23-112	04/03/2023	484(A) PC	Theft Shoplift	X				X
23-113	04/04/2023	Information Only	Information					X
23-114	04/09/2023	597(A) PC	Animal Cruelty			X		X
23-115	04/09/2023	Information Only	Information	X				
23-116	04/10/2023	Surrendered Property			X			X
23-117	04/12/2023	Information Only	Information		X			X
23-118	04/11/2023	Outside Warrant/M	Arrest			X		
23-119	04/12/2023	602(T)(1) PC	Trespass Arrest	X				X
23-120	04/13/2023	415(1) PC	Fighting in public	X				X
23-121	04/13/2023	Information Only	Information					
23-122	04/13/2023	11350(A) HS	Possession of control substance		X			
23-123	04/14/2023	Information Only	Information					
23-124	04/17/2023	Outside Warrant/M	Arrest	X			X	
23-125	04/17/2023	Outside Warrant/M	Arrest	X			X	
23-126	04/17/2023	Surrendered Property	Surrendered property		X			X
23-127	04/18/2023	Surrendered Property	Surrendered property		X			X
23-128	04/18/2023	Found Property	Found property		X			X
23-129	04/21/2023	Surrendered Property			X			X
23-130	04/21/2023	637.7(A) PC	Invasion of privacy	X			X	
23-131	04/22/2023	484(A) PC	Shoplift	X				X
23-132	04/22/2023	Information Only	Information					
23-133	04/25/2023	14601.2(A) VC	Driving on suspended license	X			X	
23-134	04/26/2023	311.1(A) PC	Possession of unlawful material	X			X	
23-135	04/27/2023	Dog Bite	Information	X			X	
23-136	04/29/2023	594(B)(1) PC	Felony vandalism	X				X
26 CASES								

Calls for Service	
Month	YTD
294	1174

Case Reports	
Month	YTD
26	136

Alarms					
Residential		Commercial		MPAD	
Mo.	YTD	Mo.	YTD	Mo.	YTD
1	7	4	15	7	30

Citations					
Moving		Parking		Warning	
Mo.	YTD	Mo.	YTD	Mo.	YTD
13	56	28	66	18	92



Group A Offense Report

Printed On: 05/02/2023

Item 3.

Beginning Date: 04/01/2023

Ending Date: 04/30/2023

Page 1 of 2

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	1	-100.00%	0	0.00%	0.00%	NA
Simple Assault	0	1	-100.00%	0	0.00%	0.00%	NA
Intimidation	0	0	NA	0	0.00%	0.00%	NA
Kidnapping/Abduction	0	0	NA	0	0.00%	0.00%	NA
Consensual Sex Offenses:							
Incest	0	0	NA	0	0.00%	0.00%	NA
Statutory Rape	0	0	NA	0	0.00%	0.00%	NA
Human Trafficking, Commercial Sex Acts	0	0	NA	0	0.00%	0.00%	NA
Human Trafficking, Involuntary Servitude	0	0	NA	0	0.00%	0.00%	NA
Crimes Against Persons Total	0	2	-100%	0	0.00%	0.00%	NA
Robbery	0	0	NA	0	0.00%	0.00%	NA
Burglary/Breaking & Entering	0	0	NA	0	0.00%	0.00%	NA
Larceny/Theft Offenses	2	6	-66.67%	0	0.00%	66.67%	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	1	1	0.00%	0	0.00%	33.33%	NA
Counterfeiting/Forgery	0	1	-100.00%	0	0.00%	0.00%	NA
Fraud Offense	0	2	-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	3	10	-70%	0	0.00%	37.5%	NA
Drug/Narcotic Violations	2	1	100.00%	1	50.00%	40.00%	NA
Drug Equipment Violations	1	0	NA	1	100.00%	20.00%	NA
Gambling Offenses	0	0	NA	0	0.00%	0.00%	NA
Pornography/Obscene Material	1	0	NA	0	0.00%	20.00%	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	1	0	NA	0	0.00%	20.00%	NA
Crimes Against Society Total	5	1	400%	2	40%	62.5%	NA
Total Group "A" Offenses	8	13	-38.46%	2	25%	100%	NA

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

* Adjusted population base: 1

2023 Crime in California



Group A Offense Report

Printed On: 05/02/2023

Item 3.

Beginning Date: 04/01/2023

Ending Date: 04/30/2023

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Statewide Crime Profile



Group A Offense Report

Printed On: 05/02/2023

Item 3.

Beginning Date: 01/01/2023

Ending Date: 04/30/2023

Page 1 of 2

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	2	2	0.00%	0	0.00%	40.00%	NA
Simple Assault	1	1	0.00%	0	0.00%	20.00%	NA
Intimidation	2	0	NA	1	50.00%	40.00%	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	5	3	66.67%	1	20%	10.64%	NA
Robbery	0	0	NA	0	0.00%	0.00%	NA
Burglary/Breaking & Entering	0	1	-100.00%	0	0.00%	0.00%	NA
Larceny/Theft Offenses	22	28	-21.43%	6	27.27%	68.75%	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	3	5	-40.00%	0	0.00%	9.38%	NA
Counterfeiting/Forgery	0	2	-100.00%	0	0.00%	0.00%	NA
Fraud Offense	6	5	20.00%	0	0.00%	18.75%	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%	3.13%	NA
Crimes Against Property Total	32	42	-23.81%	7	21.88%	68.09%	NA
Drug/Narcotic Violations	4	2	100.00%	3	75.00%	40.00%	NA
Drug Equipment Violations	3	1	200.00%	3	100.00%	30.00%	NA
Gambling Offenses	0	0	NA	0	0.00%	0.00%	NA
Pornography/Obscene Material	1	0	NA	0	0.00%	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	6	66.67%	6	60%	21.28%	NA
Total Group "A" Offenses	47	51	-7.84%	14	29.79%	100%	NA

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

* Adjusted population base: 1

2023 Crime in California



Group A Offense Report

Printed On: 05/02/2023

Item 3.

Beginning Date: 01/01/2023

Ending Date: 04/30/2023

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Statewide Crime Profile



Staff Report

DATE: May 23, 2023

TO: Honorable Mayor and Members of the Finance Committee

FROM: John Guertin, City Manager

SUBJECT: Revised Salary Schedule for Police Chief Salary

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

Consider approval of the Revised salary schedule.

Background

The salary schedule is approved annually as part of the budget approvals. On April 25, 2023, Council approved a new contract for the Police Chief.

California Code of Regulations section 570.5 requires that reportable compensation for CalPERS retirement purposes be limited to the amount listed on a Publicly Available Pay Schedule that is approved by the governing body at a public meeting.

Summary & Discussion

The revised salary schedule includes the Police Chief's recently approved salary. That is the only change to the previously approved salary schedule. The attached salary schedule meets all the requirements of section 570.5.

Fiscal Impacts

None. The Chief's is accommodated within the existing budget.

Recommendation

Staff recommends approving the Revised Salary Schedule.

ATTACHMENTS:

- FY 2022-23 Salary Schedule revised 05/23/23
- CalPERS Circular Letter 200-056-11

Respectfully Submitted,

John Guertin
City Manager

CITY OF DEL REY OAKS
SALARY SCHEDULE FOR FISCAL YEAR 2022-2023
Revised 05/23/23

Title	Step 1	Step 2	Step 3	Step 4	Step 5	Contract
City Manager	Per Contract					
Monthly						16,041.67
Bi-weekly						7,403.85
Hourly Rate						92.55
Annual						192,500.00
Chief of Police	Per Contract					
Monthly						12,500.00
Bi-weekly						5,769.23
Hourly Rate						72.12
Annual						150,000.00
Deputy City Clerk & Assistant to the CM						
Monthly	6,642.92	6,999.25	7,349.25	7,716.75	8,102.58	
Bi-weekly	3,065.96	3,230.42	3,391.96	3,561.58	3,739.65	
Hourly Rate	38.32	40.38	42.40	44.52	46.75	
Annual	79,715.00	83,991.00	88,191.00	92,601.00	97,231.00	
Administrative Assistant						
Monthly	4,333.33	4,550.00	4,777.07	5,016.27	5,267.60	
Bi-weekly	2,000.00	2,100.00	2,204.80	2,315.20	2,431.20	
Hourly Rate	25.00	26.25	27.56	28.94	30.39	
Annual	52,000.00	54,600.00	57,325.00	60,195.00	63,211.00	
Police Commander						
Monthly	7,031.08	7,401.17	7,790.75	8,200.83	8,610.92	
Bi-weekly	3,569.60	3,757.60	3,955.20	4,163.20	4,372.00	
Hourly Rate	44.62	46.97	49.44	52.04	54.65	
Annual	92,810.00	97,698.00	102,835.00	108,243.00	113,672.00	
Police Sergeant						
Monthly	6,205.42	6,532.08	6,858.75	7,201.75	7,743.25	
Bi-weekly	3,150.40	3,316.00	3,482.40	3,656.00	3,931.20	
Hourly Rate	39.38	41.45	43.53	45.70	49.14	
Annual	81,910.00	86,216.00	90,542.00	95,056.00	102,211.00	
Police Officer						
Monthly	5,351.75	5,633.50	5,914.00	6,209.75	6,520.25	
Bi-weekly	2,716.80	2,860.00	3,002.40	3,152.80	3,310.40	
Hourly Rate	33.96	35.75	37.53	39.41	41.38	
Annual	70,637.00	74,360.00	78,062.00	81,973.00	86,070.00	
Public Works Supervisor						
Monthly	5,130.00	5,400.00	5,685.00	5,985.00	6,317.91	
Bi-weekly	2,486.40	2,616.80	2,755.20	2,900.80	3,061.60	
Hourly Rate	31.08	32.71	34.44	36.26	38.27	
Annual	64,646.00	68,037.00	71,635.00	75,421.00	79,602.00	
Temporary/Part Time EE						
Hourly Rate	At the discretion of the City Manager				50.00	

1. City Council Members shall be paid the sum of \$100.00 per month for attendance at all regular and special council meetings unless previously granted a leave of absence with pay, or unless excused by the Mayor.
2. The Mayor is paid an additional \$125 per month for promoting and advertising the City.
3. All employees of the City pay the full employee paid percent contribution to each employee's PERS account.
4. The Police Chief and the City manager's salaries are per individual contract.
5. Police Reserve officers are paid at a rate of \$30.00 per hour worked.

CITY OF DEL REY OAKS
SALARY SCHEDULE FOR FISCAL YEAR 2022-2023
Revised 05/23/23

Title	Step 1	Step 2	Step 3	Step 4	Step 5	Contract
City Manager	Per Contract					
Monthly						16,041.67
Bi-weekly						7,403.85
Hourly Rate						92.55
Annual						192,500.00
Chief of Police	Per Contract					
Monthly						12,500.00
Bi-weekly						5,769.23
Hourly Rate						72.12
Annual	-	-	-	-	-	150,000.00
Deputy City Clerk & Assistant to the CM						
Monthly	6,642.92	6,999.25	7,349.25	7,716.75	8,102.58	
Bi-weekly	3,065.96	3,230.42	3,391.96	3,561.58	3,739.65	
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California Public Employees' Retirement System
 P.O. Box 942709
 Sacramento, CA 94229-2709
 (888) CalPERS (or 888-225-7377)
 TTY: (877) 249-7442
 www.calpers.ca.gov

Reference No.:
 Circular Letter No.: 200-056-11
 Distribution: IV, V, VI, X, XII, XVI
 Special:

Circular Letter

August 19, 2011

TO: **ALL CALPERS EMPLOYERS**

SUBJECT: **ADOPTION OF CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5 AND AMENDED CCR 571, SUBDIVISION (b)**

The purpose of this Circular Letter is to inform you of the newly enacted California Code of Regulations, (CCR) Title 2, Section 570.5 and amendments to CCR Section 571, subdivision (b). On April 13, 2011 the CalPERS Board of Administration adopted the proposed regulation and regulatory amendments to clarify existing law and make specific the requirements for publicly available pay schedule as that phrase is used in the definition of "payrate," and written labor policy or agreements as used in the definition of special compensation. The regulations became effective August 10, 2011.

The addition of Section 570.5 and amendments to Section 571, subdivision (b) will ensure consistency between CalPERS employers and enhance the disclosure and transparency of public employee compensation by requiring that the payrate or item of special compensation be listed on a pay schedule or in a document meeting criteria set forth in the regulations.

CCR 570.5 – Requirement for a Publicly Available Pay Schedule

This regulation requires that each pay schedule include:

- position title for every employee position
- payrate for each position
- time base for each payrate

This regulation also contains criteria for ensuring the pay schedule is publicly available and does not permit a reference to another document in lieu of disclosing the payrate. Further, the regulation clarifies that "compensation earnable" will be limited to the amount listed on a pay schedule that meets all of the established criteria, and identifies how payrate may be determined where employers fail to meet the requirements.

This regulation applies to all employers reporting compensation to CalPERS.

Circular Letter # 200-056-11
August 19, 2011
Page 2

CCR Section 571. Subdivision (b) Amendment – Special Compensation

This amendment clarifies existing law by ensuring greater transparency and disclosure of special compensation items in written labor policies or agreements. The labor policy or agreement must include:

- the conditions for payment of the item of special compensation
- eligibility requirements and amount for each special compensation item

The written labor policy or agreement cannot reference another document in lieu of disclosing the details of the special compensation. In addition, the written labor policy or agreement must be duly approved, posted or immediately accessible and available for public review, retained for not less than five years, and include an effective date.

CCR Section 571, subdivision (b) applies to all schools and public agencies reporting compensation to CalPERS.

Conclusion

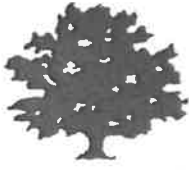
These regulations benefit the public, employers, members, and CalPERS staff by clarifying existing law, ensuring consistency in the reporting of compensation and enhancing disclosure and transparency of public employee compensation.

We have attached CCR sections 570.5 and 571 for your convenience.

If you have any questions, please call the CalPERS Customer Contact Center at **888 CalPERS** (or 888-225-7377).

DARRYL WATSON, Chief
Customer Account Services Division

Enclosure
[California Code of Regulations 570.5 and 571](#) (PDF, 12 KB)



CITY OF DEL REY OAKS

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

DATE: May 23, 2023

TO: Honorable Mayor and City Council

FROM: John Guertin, City Manager

SUBJECT: Award of Contract for Via Verde Curb and Gutter Replacement and Pavement Patch Repair

CEQA: This action is exempt from California Environmental Quality Act (CEQA) review pursuant to CEQA Guidelines section 15301 as it involves the repair, maintenance or minor alteration of existing facilities involving no expansion of the use beyond that presently existing.

RECOMMENDATION

Approve award of a contract with Monterey Peninsula Engineering (lowest responsive bidder) in the amount of \$45,430.00 for the Via Verde Curb and Gutter Replacement and Pavement Patch Repair project, and authorize the City Manager to sign the contract.

SUMMARY AND DISCUSSION

City staff solicited three bids in accordance with the City of Del Rey Oaks Purchasing Ordinance. The bids were received from the following contractors, listed in ascending order below:

Contractor	
Monterey Peninsula Engineering	\$45,430.00
Coastal Paving & Excavating	\$55,730.00
Anderson Pacific Engineering	\$60,728.00

The City Engineer's estimate for the project was \$50,000.00.

Staff recommends Council authorize the City Manager to enter into an agreement with the low bidder, Monterey Peninsula Engineering. Pending Council approval, staff expects construction to begin in July or August of 2023.

FISCAL IMPACT

The fiscal impact of this action is \$45,430.00, which is paid for with approved SB1 funds.

ATTACHMENT(S)

1. Agreement for Via Verde Curb and Gutter Replacement and Pavement Patch Repair

Respectfully Submitted,

John Guertin

City Manager

CITY OF DEL REY OAKS
AGREEMENT FOR VIA VERDE CURB & GUTTER REPLACEMENT
AND PAVEMENT PATCH REPAIR

THIS AGREEMENT is executed this ____ day of _____, 2023, by and between the CITY OF DEL REY OAKS, a municipal corporation, (hereinafter "City"), and Monterey Peninsula Engineering (hereinafter "Contractor"), each of which is referred to herein as a "party," and collectively referred to herein as the "parties".

RECITALS

WHEREAS, the City wishes to engage Contractor to perform the services required by this Agreement;

WHEREAS, Contractor is willing to render such services on the following terms and conditions; and

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

AGREEMENT

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

1. SERVICES

A. **Scope of Services.** Contractor agrees to provide to the City, as the scope of services under this Agreement, the following services: Del Rey Park Improvements. The scope of services are further described in: 1) "Special Provisions" attached hereto as Exhibit "A"; 2) "Technical Specifications" Exhibit "B"; and 3) the Contractor's Response to RFP attached hereto as Exhibit "C." In case of any conflict between these documents, this Agreement shall take first precedence, Contractor's response shall take second precedence, the Special Provisions shall take third precedence, and the Technical Specification shall take fourth precedence.

B. **Amendment of Services.** The parties may make changes to the scope of services as defined in Section 1.A above. The parties shall agree in writing prior to commencement of any such changes.

2. COMPENSATION

A. **Total Fee.** The City agrees to pay and Contractor agrees to accept as full and fair consideration for the performance of this Agreement \$45,430.00. If the City determines the services set forth in the written invoice have not been performed in accordance with the terms of this Agreement, the City shall not be responsible for payment until the services have been satisfactorily performed.

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

3. AGREEMENT TERM

A. **Term.** The work under this Agreement shall commence on _____ and terminate on _____

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

4. INDEPENDENT CONTRACTOR

A. **Independent Contractor.**

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

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

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

5. REPRESENTATIVES AND COMMUNICATIONS

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

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

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

Name: Peter J. Taormina
 Title: Manager, Monterey Peninsula Engineering
 Address: 192 Healy Ave. Marina, CA 93933
 Telephone: 831-384-4081
 Email: N/A

C. **Communications and Notices.** Any notice, report, or other document that either party may be required or may wish to give to the other must be in writing, unless otherwise provided for, and shall be deemed to be validly given to and received by the addressee, if delivered personally, on the date of such personal delivery, if delivered by email, on the date of transmission, or if by mail, seven (7) calendar days after posting.

6. INDEMNIFICATION

Contractor hereby agrees to the following indemnification clause:

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

7. INSURANCE

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

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

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

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

D. Other Insurance Requirements:

1. The City shall be a named additional insured on Contractor's policy.
 11. All insurance required under this Agreement must be written by an insurance company either:

1. admitted to do business in California with a current A.M. Best rating of no less than A:VI;

or

2. an insurance company with a current A.M. Best rating of no less than A:VII.

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

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

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

8. PERFORMANCE STANDARDS

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

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

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

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

9. CITY INFORMATION AND RESOURCES

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

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

10. OWNERSHIP AND USE OF MATERIALS

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

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

11. DISPUTE RESOLUTION

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

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

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

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

12. TERMINATION OF AGREEMENT

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

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

13. LEGAL ACTION/ VENUE

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

14. MISCELLANEOUS PROVISIONS

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

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

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

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

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

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

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

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

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

J. **Assignment of Interest.** The duties under this Agreement shall not be assignable, delegable, or transferable without the prior written consent of the City. Any such purported assignment, delegation, or transfer shall constitute a material breach of this Agreement upon which the City may terminate this Agreement and be entitled to damages.

K. **Laws.** Contractor agrees that in the performance of this Agreement it will reasonably comply with all applicable federal, state and local laws and regulations. This Agreement shall be governed by and construed in accordance with the laws of the State of California and the City of Del Rey Oaks.

L. **Exhibits.** The following Exhibits are incorporated herein by reference as if fully set forth: Exhibit A, Contractor's Response to RFP; Exhibit B, Special Provisions; Exhibit C, Technical Specifications; Exhibit D, Proposal Form; Exhibit E, Bidder's Bond; Exhibit F, Faithful Performance Bond; and Exhibit G, Material and Labor Bond.

IN WITNESS WHEREOF, the parties enter into this Agreement on the day and year first above written in Del Rey Oaks, California.

CITY OF DEL REY OAKS

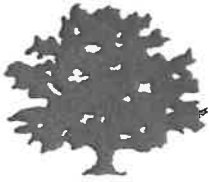
CONTRACTOR

John Guertin, City Manager

Monterey Peninsula Engineering

Date

Date



CITY OF DEL REY OAKS

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

TO: Honorable Mayor and Members of the City Council

FROM: John Guertin, City Manager

DATE: May 23, 2023

SUBJECT: Adopt Resolution No. 2023-07 Approving the FY 2023-24 SB 1 Funded Project List

CEQA: This action is exempt from California Environmental Quality Act (CEQA) review pursuant to CEQA Guidelines section 15301 as it involves the repair, maintenance or minor alteration of existing facilities involving no expansion of the use beyond that presently existing.

RECOMMENDATION:

Adopt a resolution of the City of Del Rey Oaks "Adopting a List of Projects for FY 2023-24 funded by SB1: The Road Repair and Accountability Act of 2017."

DISCUSSION:

The funding from SB 1 will help the City of Del Rey Oaks maintain and rehabilitate streets and roads throughout the City this year and many similar projects into the future. To receive SB1 funding, approval of this resolution is required.

FISCAL IMPACT:

The City of Del Rey Oaks will receive an estimated \$38,984.00 in Road Maintenance and Repair funding in FY 2023-24 from SB 1.

CONCLUSION:

Staff recommends that Council adopt Resolution 2023-07 to continue the road and gutter repair, maintenance, and rehabilitation throughout the City of Del Rey Oaks in FY 2023-24.

ATTACHMENTS:

1. Resolution No.2023-07

Respectfully Submitted,

John Guertin
City Manager

RESOLUTION NO. 2023-07**RESOLUTION ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2023-24 FUNDED BY
SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of our City of Del Rey Oaks are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City of Del Rey Oaks must adopt by resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City of Del Rey Oaks, will receive an estimated \$38,984.00 in RMRA funding in Fiscal Year 2023-24 from SB 1; and

WHEREAS, this is the sixth year in which the City of Del Rey Oaks is receiving SB 1 funding and will enable the City of Del Rey Oaks to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

WHEREAS, the City of Del Rey Oaks has undergone a public process to ensure public input into our community's transportation priorities/the project list; and

WHEREAS, the City of Del Rey Oaks used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the community's priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help the City of Del Rey Oaks maintain and rehabilitate streets and roads throughout the City of Del Rey Oaks this year and many similar projects into the future; and

WHEREAS, the 2020 California Statewide Local Streets and Roads Needs Assessment found that the City of Del Rey Oaks' streets and roads are in good condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into excellent/good condition; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive benefits statewide.

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by the City Council of the City of Del Rey Oaks, State of California, as follows:

1. The foregoing recitals are true and correct.
2. The following list of newly proposed projects will be funded in-part or solely with Fiscal Year 2023-24 Road Maintenance and Rehabilitation Account revenues:

V-GUTTER & CURB RESTORATION AND CONFIGURATION PROJECT-WORK ST./SAUCITO

Restoration and re-configuration of the current V-Gutter which extends North to South from Saucito Ave. across Work Ave. This work will be performed to mitigate a safety issue that directly affects the residents at 78 and 74 Work Ave. The hazard includes water flow directly into the current residents due to the Slope of the V-Gutter. This creates a rapid flow of water that the rolled curb cannot sustain during storms. These rolled curbs have deteriorated over time and are necessary for stormwater runoff. The estimated useful life of this repair is 25-30 years. The work will be performed in September or October 2023, and will take 10 full days to complete.

PASSED AND ADOPTED by the City Council of the City of Del Rey Oaks, State of California this 23 day of May 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Attest

Signed

John Guertin, City Clerk

Scott Donaldson, Mayor



Staff Report

DATE: May 23rd, 2023

TO: Honorable Mayor and Members of City Council

FROM: Chris Bourquin, Chief of Police

SUBJECT: Consider contracting with Cordico for the use of its Officer Wellness App

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

Council approve the contract between Cordico and the Del Rey Oaks Police Department for the use of the Cordico Wellness App.

Background:

In December 2022, Del Rey Oaks was awarded an Officer Wellness and Mental Health Grant through Board of State and Community Corrections (BSCC). These grants were included in the Budget Act of 2022. As a result, the police department has \$15,000 it can spend in limited areas dealing with officer wellness and mental health over the next three years. I presented to the Police Advisory Committee(PAC) on both the BCSS grant and Cordico Wellness App at the March meeting. PAC members were in favor of the department contracting for use of the application.

Summary & Discussion

The Cordico Wellness App is a phone-based application. It offers first responders 24/7 accessible, confidential, and customizable support for our personnel. The application touches on numerous areas under the umbrella of mental health and wellness including drug and alcohol abuse, suicide prevention, depression, marriage guidance and much more. This application is also available free of charge to department spouses / significant others and retired Del Rey Oaks Police Officers.

Fiscal Impacts

There is no fiscal impact to the City. The cost of this project will be paid for with funds received from the BCSS Officer Wellness and Mental Health Grant. The cost for the application is \$1,999.00 per year. The cost of the application throughout the three-year grant period will be approximately \$6,000.00.

ATTACHMENTS:

Cordico Wellness App - Quote
Cordico Wellness App – Coverage Information

Respectfully Submitted,

Chris Bourquin
Chief of Police



A Cost-Effective Solution for Public Safety Wellness

Law enforcement officers, firefighters, dispatchers and other public safety personnel are tasked with handling the most high-risk, urgent and dangerous events in our communities. They respond routinely to incidents most people never experience firsthand—suicides, murders, accidents, natural disasters, violence committed against children, sexual offenses, violent individuals, noncompliant suspects, people in the throes of crisis. The job carries the constant potential for injury and risk to safety and security.

Public safety and local government leaders and elected officials have a great opportunity to support the wellness of the first responders we trust to provide the most urgent, critical and high-stakes service to the community. The key lies in delivering confidential, immediately accessible resources that are customized for the issues first responders face.

Fortunately, doing just that is not only possible, it's surprisingly cost-effective.

Public Safety Wellness Challenges

First responders pay a price for their dedication to their profession. They experience high rates of suicidal ideation, post-traumatic stress and depression; in nationwide surveys, firefighters and officers overwhelmingly report stress on the job has impacted their mental health.^{1,2,3}

The effects are physical, too; 70% of firefighters are obese or overweight; 40% of police officers are obese and 80% are overweight.^{4,5} Complications from shift work compound the issues: Nearly 40% of firefighters screen positive for sleep disorders,⁶ while fatigue has been shown to affect police officer decision making and judgment.⁷

¹Ushery D, Manny D, Stulberger E. (11/20/18). Nearly 1 in 5 cops has considered suicide amid stigma around mental health issues. <https://www.nbcnewyork.com/news/local/i-team-nearly-1-in-5-cops-has-considered-suicide-amid-stigma-around-mental-health-issues/1817436/>

²Wagner E, Bott M, Villarreal M et al. (3/1/18) National data shows firefighters' mental, emotional health not getting enough attention. <https://www.nbcbayarea.com/news/local/national-data-shows-firefighters-mental-emotional-health-not-getting-enough-attention/196910/>

³Substance Abuse and Mental Health Services Administration. (May 2018) First Responders: Behavioral Health Concerns, Emergency Response, and Trauma. <https://www.samhsa.gov/sites/default/files/dtac/supplementalresearchbulletin-firstresponders-may2018.pdf>

⁴Wilkinson ML, Brown AL, Poston WS, et al. (2014) Physician Weight Recommendations for Overweight and Obese Firefighters, United States, 2011–2012. *Preventing Chronic Disease*. 11:140091. <http://dx.doi.org/10.5888/pcd11.140091>

⁵Can SH, Hendy H. (May 2014) Behavioral variables associated with obesity in police officers. *Industrial Health*. 52(3):240–247. <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC4209580>

⁶Brigham and Women's Hospital. (11/13/14) Sleep disorders found to be highly prevalent in firefighters. *ScienceDaily*. <https://www.sciencedaily.com/releases/2014/11/141113085220.htm>

⁷James L. (9/21/17) The Stability of Implicit Racial Bias in Police Officers. *Police Quarterly*. 21(1)30–52. <https://doi.org/10.1177/1098611117732974>

While many municipalities and counties offer wellness services through an Employee Assistance Program, these are often inadequate for the unique stressors of a public safety career. First responders overwhelmingly report cultural stigmas that create a barrier to most seeking help for emotional and behavioral issues. And when they do seek help, 60% of officers and firefighters say the wellness resources provided to them through Employee Assistance Programs are not helpful.^{1,2}

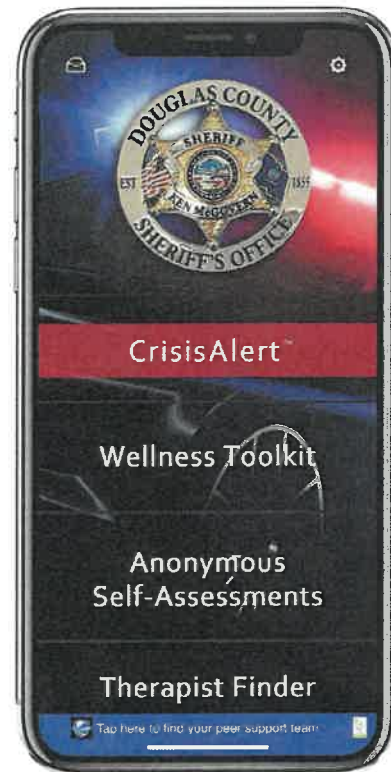
Hidden Costs of First Responder Mental Health Issues

Simply knowing that we are taking good care of our personnel—doing the right thing to support them—is motivation enough for most agency and local government leaders. But there also are strong qualitative reasons to proactively address first responder wellness.

In fact, there are five areas where your agency may be spending large sums of money related to first responder mental health without realizing it:

1. **Overtime costs** that rack up when personnel are out on sick leave or disability as a result of untreated mental health issues
2. **Worker's compensation** costs involving post-traumatic stress syndrome (many states now consider PTSD as presumptive for first responders)
3. **High healthcare costs** as a result of the physical impacts of stress, which can include cardiac issues, diabetes, obesity, substance abuse and sleep issues
4. **Costs associated with personnel complaints, lawsuits and settlements** that may be a result of poor decision-making by personnel suffering from lack of sleep, burnout or compassion fatigue
5. **Turnover costs**—including recruiting, training and equipping new personnel—when first responders choose to leave the agency due to chronic stress or feeling unsupported

As noted above, current support mechanisms for first responders are largely insufficient. Municipalities remain at significant financial risk if relying upon existing support resources.



The Wellness Solution for Public Safety: Cordico

Cordico's mobile wellness app provides a complete range of self-assessments as well as continuously updated videos and guides on more than 60 health and lifestyle management topics. This unique wellness solution meets three critical criteria necessary to overcome the stigma of asking for help and address the cumulative effects of chronic stress on first responders:



Confidential – First responders must have trust that they can access resources in a completely confidential manner that will not have an impact on their careers. Cordico's apps work through a generic link and generic password. There is no personal data tied to app (although we can provide aggregate data to help

leaders judge overall use or identify trends in resource usage).



Customized – Resources provided to first responders must reflect the realities of their jobs. Cordico's assessments, articles and videos are developed by first responder psychologists and are specifically tailored for public safety personnel. We also help agencies tailor their apps with agency-specific content or training and links to local resources.



Accessible – Public safety is a 24/7 business; first responders must be able to access resources quickly, easily and at any time of day. By delivering our content through an app, we provide one place for personnel to access all the wellness content the agency offers, available 24/7. Options include one-touch access to peer support and chaplains, teletherapy and a therapist finder.



The many benefits of implementing the Cordico app include:

- Demonstrating strong city/county support for the wellness of their first responders
- Providing in-hand, on-demand, easy access to a multitude of high-quality wellness tools and confidential resources specifically for public safety personnel

- Providing easier access to existing support mechanisms (e.g., peer support, therapists and local healthcare resources)
- Increasing utilization of a wide range of wellness support resources to promote a healthier workforce
- Improving recruitment, retention and morale and reducing absenteeism

Implementation of the Cordico apps has been associated with higher rates of utilization of support resources, the development of stronger wellness support options, and strong positive feedback regarding the program at all organizational levels.

Cordico Wellness App Investment

First responder wellness requires an investment, but the costs of the Cordico app are projected to be more than offset by savings in the form of improved employee wellness, lower employee stress, improved morale, decreased absenteeism and increased retention.

The annual subscription covers:

- App build, design, licensing, maintenance, technical support and ongoing updates (iPhone and Android)
- Unlimited use to all personnel employed by the agency
- Unlimited use at no cost to all spouses and significant others of personnel employed by the agency
- Unlimited use at no cost for all department retirees
- Implementation and support for promoting the app to agency personnel, including posters, QR codes for easy phone installation, and a customized PowerPoint presentation for shift briefings or roll call. These resources have resulted in a 90% app installation rate.

At the Forefront of Wellness

"If you do one thing for your agency this year, get this app. It will show that employee wellness is a priority, you truly care, and you want to make the best tools and resources accessible to your officers 24/7."



Kimberly A. Miller, Ph.D.
Police Psychologist, Consultant,
Coach & Trainer
National Sheriffs' Association
Member & Seminar Presenter

"The Cordico team provided exceptional customer service and went out of their way to make the development process smooth and fast. The finished product far exceeded my expectations and those of my command staff. We need our emergency responders to be at their peak performance levels, and the Cordico wellness app gives them the tools and resources to do just that."



Captain Eric Dayley
MA District Commander
Idaho State Police District Five

"I was looking for a way to inform our officers about the numerous resources that are available to support their emotional health and well-being. I also wanted to provide them with a roadmap to those resources. The Cordico wellness app is a confidential tool that hosts all of their wellness resources in one location, which allows our officers to have 24/7 access in the palm of their hands."



Lynnette Hall-Lewis, Esq., CWPC
Health Engagement Manager
City of Memphis

"With the Cordico app and the program we have in place, if something ever comes up for any of our members—even in retirement—they'll have immediate access to resources and somewhere to turn."



Fire Chief Brian Fennessy
Orange County (CA) Fire Authority

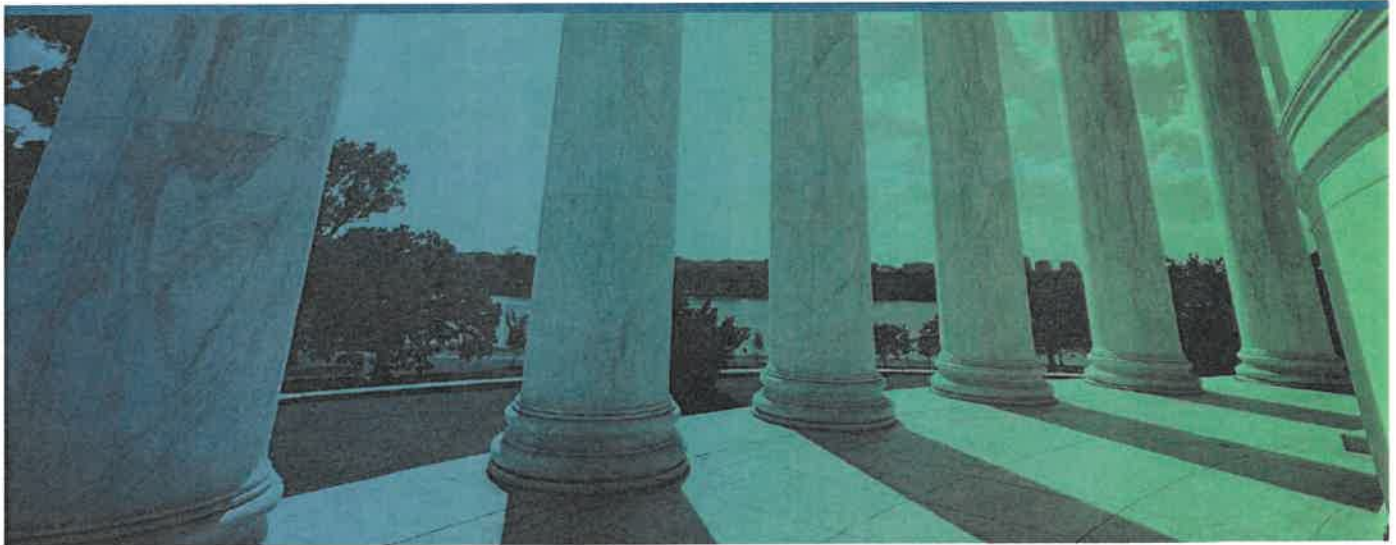


Ready to put your agency at the forefront of wellness? Request a demo today.

cordico.com/quote
sales@cordico.com
844-220-4929



SOLUTIONS PROPOSAL



PREPARED FOR:

Del Rey Oaks Police Department
Chief Chris Bourquin
cbourquin@delreyoaks.org
(831) 394-9333

PREPARED BY:

Mary James
mjames@lexipol.com
(469) 676-8110

2611 Internet Blvd, Ste 100
Frisco, Texas 75034
(844) 312-9500
www.lexipol.com

Executive Summary

Public safety agencies and local government organizations today face challenges of keeping personnel safe and healthy, reducing risk and maintaining a positive reputation. Add to that the dynamically changing legislative landscape and evolving best practices, and even the most progressive, forward-thinking departments can struggle to keep up.

Lexipol's solutions are designed to save you time and money while protecting your personnel and your community. Our team consists of professionals with expertise in public safety law, policy, state and federal accreditation, training, mental and physical wellness and grants. We continually monitor changes and trends in legislation, case law and best practices and use this knowledge to create policies, training, wellness resources and funding services that minimize risk and help you effectively serve your community.

THE LEXIPOL ADVANTAGE

Lexipol was founded by public safety experts who saw a need for a better, safer way to run a public safety agency. Since the company launch in 2003, Lexipol has grown to form an entire risk management solution for public safety and local government. Today, we serve more than 10,000 agencies and municipalities and 2 million public safety and government professionals with a range of informational and technological solutions to meet the challenges facing these dynamic industries. In addition to providing policy management, accreditation, online training, wellness resources, and grant assistance, we provide 24/7 industry news and analysis through the digital communities Police1, FireRescue1, Corrections1, EMS1 and Gov1.

Our customers choose Lexipol to make an investment in the safety and security of their personnel, their agencies and their communities. We help agencies address issues that create substantial risk, including:

- Inconsistent and outdated policies
- Lack of technology to easily update and issue policies and training electronically
- Unchecked mental health needs of staff
- Difficulty keeping up with new and changing legislation and practices
- Inability to produce policy acknowledgment and training documentation
- Unfamiliarity of city legal resources with the intricacies of public safety law
- The need to secure grant funding for critical equipment, infrastructure and personnel

Lexipol is backed by the expertise of 440 employees with more than 2,075 years of combined experience in constitutional law, civil rights, ADA and discrimination, mental health, psychology, labor negotiations, Internal Affairs, use of force, hazmat, instructional design, federal and state grants and a whole lot more. That means no more trying to figure out policy, achieve accreditation, develop training or wellness content, or secure funding on your own. You can draw on the experience of our dedicated team members who have researched, taught and lived these issues.

We look forward to working with Del Rey Oaks Police Department to address your unique challenges.

Scope of Services

Cordico Law Enforcement Wellness Solution

Law enforcement agencies are increasingly recognizing the need to provide personnel with mental and behavioral health resources. The Cordico law enforcement wellness solution enables agencies to provide customized, confidential, mobile wellness resources. Our law enforcement app includes a complete range of self-assessments as well as continuously updated videos and guides on more than 60 behavioral health topics - all designed specifically for first responders. The anonymity of all users is paramount and no personal information is ever collected or stored. Also included are online accredited wellness courses covering such topics as managing stress, post-traumatic stress disorder, family and work relationships, and fitness and nutrition.

- Connect your personnel to confidential assessments and counseling resources
- Strengthen your wellness culture and empower your peer support team
- Help officers cope with the effects of critical events and chronic exposure
- Improve officer decision-making, empathy and resiliency, which in turn enhances police/community relations
- Support department retirees and family members (included with agency subscription)

Peer & Chaplain Support

Peer support teams and chaplains provide invaluable assistance to public safety personnel—but personnel don't always know who these members are or how to contact them. Cordico's wellness app allows for the integration of your agency's peer support and/or chaplains, making it easy for members to quickly connect when they need support.

- Include profiles of your peer support team and chaplains in the app so personnel can see their photos, backgrounds, areas of specialty, etc.
- Enable confidential, one-on-one conversations without the need to go through an agency or city intranet
- Increase usage of peer support and chaplain services

CrisisAlert® One-Touch Dialing

Cordico's CrisisAlert one-touch dialing feature allows personnel who need help to instantly dial all peer support or chaplains with one touch—anonymously. The peer support team member or chaplain who answers first is connected to the employee seeking assistance, and the other team members don't know who called. This creates an easier and more trusted way for personnel to access your peer support and chaplain resources. Your personnel don't have to determine who's on duty, who's available or how to reach them.

Therapist Finder

Individuals in crisis or suffering from depression or anxiety don't need additional roadblocks to getting help. But often, that's exactly what happens when public safety personnel try to access counseling services. Cordico's Therapist Finder simplifies and streamlines the process, making it easy for your personnel to locate therapists near them that are approved through the agency's insurance plan.

- Include profiles of therapists in the app so personnel can see their photos, backgrounds, areas of specialty, etc.
- Connect personnel to therapists your agency has vetted as being experienced with treating public safety personnel
- Show therapist locations on an interactive map
- Enable personnel to instantly contact therapists for in-person visit or teletherapy via a confidential portal

Dr. Gilmartin Survival Videos

Cordico is the only app featuring content from Dr. Kevin Gilmartin, the world-recognized behavioral scientist and educator. Dr. Gilmartin's seminar book, *Emotional Survival for Law Enforcement*, is considered the definitive guide on emotional and mental wellbeing for officers. The Cordico law enforcement app includes exclusive videos from Dr. Gilmartin on topics ranging from hypervigilance to how law enforcement changes people to the characteristics of emotional survivors.

Fitness, Nutrition, and Injury Prevention

Recognizing that wellbeing is not just about mental and emotional health, Cordico's wellness apps include resources to support fitness, nutrition and injury prevention.

- Yoga videos offered through an exclusive partnership with Yoga For First Responders

- Nutrition guides and the Cordico 30-Day Weight Loss Challenge
- Guided meditations
- Sleep sounds
- Ability to add agency-specific fitness videos, workout of the day, training videos, etc.

Proposal

Prepared By: Mary James
 Phone: (469) 676-8110
 Email: mjames@lexipol.com

Quote #: Q-55901-1
 Date: 2/21/2023
 Valid Through: 3/31/2023

Overview

Lexipol empowers first responders and public servants to best meet the needs of their residents safely and responsibly. We are the experts in policy, training and wellness support, committed to improving the quality of life for all community members. Our solutions include state-specific policies, online learning, behavioral health resources, funding assistance, and industry news and information offered through the websites Police1, FireRescue1, EMS1 and Corrections1. Lexipol serves more than 2 million public safety and government professionals in over 10,000 agencies and municipalities. The services proposed below are designed to meet your agency's specific goals and needs.

Prorated period of 04/01/2023-
 06/30/2023

QTY	DESCRIPTION	UNIT PRICE	EXTENDED
1	CordicoShield Law Enforcement Wellness App (Start: 4/1/2023 End: 6/30/2023)	USD 499.75	USD 499.75
	Subscription Line Items Total		USD 499.75
			USD 499.75
Prorated period of 04/01/2023-06/30/2023 TOTAL:			USD 499.75

Annual Subscription of
 07/01/2023-06/30/2024 (Year
 1)

QTY	DESCRIPTION	UNIT PRICE	EXTENDED
1	CordicoShield Law Enforcement Wellness App (Start: 7/1/2023 End: 6/30/2024)	USD 1,999.00	USD 1,999.00
	Subscription Line Items Total		USD 1,999.00
			USD 1,999.00
Annual Subscription of 07/01/2023-06/30/2024 (Year 1) TOTAL:			USD 1,999.00

Annual Subscription of
 07/01/2024-06/30/2025 (Year
 2)

QTY	DESCRIPTION	UNIT PRICE	EXTENDED
1	CordicoShield Law Enforcement Wellness App (Start: 7/1/2024 End: 6/30/2025)	USD 1,999.00	USD 1,999.00

QTY	DESCRIPTION	UNIT PRICE	EXTENDED
	Subscription Line Items Total		USD 1,999.00
			USD 1,999.00
Annual Subscription of 07/01/2024-06/30/2025 (Year 2) TOTAL:			USD 1,999.00

Annual Subscription of
07/01/2025-06/30/2026 (Year
3)

QTY	DESCRIPTION	UNIT PRICE	EXTENDED
1	CordicoShield Law Enforcement Wellness App (Start: 7/1/2025 End: 6/30/2026)	USD 1,999.00	USD 1,999.00
	Subscription Line Items Total		USD 1,999.00
			USD 1,999.00
Annual Subscription of 07/01/2025-06/30/2026 (Year 3) TOTAL:			USD 1,999.00

The foregoing pricing has been prorated for the benefit of Agency and Agency therefore agrees that they will waive the right to cancel this agreement until the end of the first renewal period.

Cordico Wellness Application

Why use Cordico

1. 24/7: Confidential Support for Your Personnel
2. Ease of Use: In-Hand, On-Demand, Push-of-Button
3. Best Quality: Most Comprehensive and Trusted Wellness Resources
4. Customized: CordicoShield Strengthens YOUR Wellness Culture
5. Innovative: Continuously Updated to Keep You Cutting-Edge

CordicoShield Wellness Features and Benefits for Law Enforcement

• 24/7/365 Proactive Wellness Solution • In-Hand, On-Demand Access to Officer Wellness Tools • Organization-Branded and Customized App • Confidential Access + Utilization • Apple iOS + Android Compatible • App Admin Portal Access • Adverse Childhood Experiences • Alcohol Abuse • Anger Management • Anxiety, Panic Attacks, and Worry • Behavioral Health Tools • Brain Health + Cognitive Strength • Burnout • Chaplain Support • Compassion Fatigue • Critical Incidents • COVID-19 Resources • Depression • Emotional Health • Emotional Survival Summary (Dr. Gilmartin) • Family Support • Financial Fitness • Goal-Setting and Achievement • Grief and Loss • Healthy Habits • Heart Health • ICAC Coping and Resiliency • Injury Prevention • Intrusive Traumatic Images: Coping Strategies • Local Resources • Major Life Events • Work-Life Balance	• Marriage Guidance • Mental Toughness • Mindfulness • Mobile One-Touch Calling • Moral Injury • New Hire: Keys to Wellness • Nutrition • Parenting Tips • Peak Performance • Peer Support • Physical Fitness • Physical Therapist Videos • Posttraumatic Stress • Psychological First Aid • Push Notifications (Optional) • Relationship Success • Resilience Development • Retirement: Getting Prepared • Self-Care Checklists • Sleep Optimization • Stress Management • Stress Response • Substance Abuse • Suicide Prevention • Supporting Children Who Fear for Your Safety • Teletherapy Portal w/HIPAA Encryption (Optional) • Therapist Finder + Geo-Mapping (Optional) • Trauma • Wellness Push Notifications (Optional) • Wellness Self-Assessment Tools • Wellness + Technology Updates • Wellness Videos • Yoga for First Responder
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Cordico Wellness Application

CordicoShield Anonymous Self-Assessments: Instant Feedback and Educational Guidance

• Adult ADHD • Adverse Childhood Experiences • Alcohol Abuse • <u>Cordico Anger Scale</u> • Compassion Fatigue • Depression	• Posttraumatic Stress • Resilience • <u>Cordico Sleep Test</u> • Social Isolation • Stress • Well-Being
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CITY OF DEL REY OAKS

Council Agenda Report

DATE: May 23, 2023

TO: Honorable Mayor and Members of the City Council

FROM: Councilmember Uy & Councilmember Ragsdale-Cronin

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

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

Recommendation

That the Del Rey Oaks City Council authorizes the annual public Pride flag-raising event on June 1st and the display of the Pride flag at City Hall during the whole month of June to commemorate LGBTQ+ Pride Month. Displaying the Pride flag would demonstrate our city’s commitment to supporting visibility, dignity, and equity for all its residents, including those in the LGBTQ+ community. It would also align with the city’s core values of diversity and inclusiveness and the proclamation recognizing June as LGBTQ+ Pride Month that the city council presented in 2022.

Policy Implications

By displaying the Pride flag, Del Rey Oaks would join numerous cities within the Monterey Peninsula and across the country that celebrate Pride Month by publicly displaying the Pride flag at city hall or other public spaces. This act would be consistent with the city's ongoing commitment to supporting diversity and inclusivity, which is a core value for our community. Additionally, it would help to promote awareness and education of LGBTQ+ issues, which is essential for promoting a more equitable and just society.

Fiscal Implications

There are no significant financial implications to the city for authorizing the display of the Pride flag. The cost of the flag would be minimal, and any necessary installation or maintenance would be absorbed within the city's regular budget. The display of the Pride flag would be a symbolic gesture that would contribute to making Del Rey Oaks a welcoming and inclusive community.

Background

The city council of Del Rey Oaks has recognized the importance of supporting the LGBTQ+ community in the past. In June 2022, the council authorized the display of the Pride flag at City Hall to commemorate Pride Month and passed a proclamation recognizing June as LGBTQ+ Pride Month, affirming our city's commitment to supporting diversity and inclusivity. By displaying the Pride

flag at City Hall during the month of June annually, the city council would be taking concrete action to support these values and demonstrate solidarity with the LGBTQ+ community.

Del Rey Oaks is a welcoming community with a diverse LGBTQ+ population, and displaying the Pride flag annually at City Hall would signal our commitment to supporting and celebrating our LGBTQ+ community and all our residents as a whole.

Summary & Discussion

The City of Del Rey Oaks has a diverse community that is strengthened by the diversity of its residents, including those who identify as LGBTQ+. While significant progress has been made in recent years, LGBTQ+ individuals still face discrimination and exclusion in many areas of their lives. Displaying the Pride flag annually at City Hall during the whole month of June would send a powerful message and a strong symbolic gesture of support and inclusion to our LGBTQ+ residents and would align with our policy of promoting inclusiveness and celebrating diversity. Additionally, the cost of purchasing a Pride flag would be minimal and easily accommodated within the City's budget.

In conclusion, we urge the City Council to authorize the annual public Pride flag-raising event on June 1st and the display of the Pride Flag at City Hall during the whole month of June to commemorate Pride Month and to demonstrate our support for the LGBTQ+ community. Thank you so much for considering this important agenda item.

Respectfully submitted,

Councilmember Uy and Councilmember Ragsdale-Cronin



CITY OF DEL REY OAKS

Staff Report

DATE: May 23, 2023

TO: Honorable Mayor and Members of the City Council

FROM: John Guertin, City Manager

SUBJECT: Consider Appointment of Administrative Enforcement Hearing Officers

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

Appoint two applicants to fill two of three vacancies for Administrative Enforcement Hearing Officer.

Background

The role of Administrative Enforcement Hearing Officer was established in Del Rey Oaks Municipal Code Title 1, Article 4. Article 4 states, in part:

ARTICLE 4. - ADMINISTRATIVE ENFORCEMENT HEARING OFFICERS

1.19.370 - Designated of administrative hearing officers.

A. The City shall have three volunteer Administrative Enforcement Hearing Officers, which shall consist of three residents of the City, appointed by the Mayor and approved by the council. The Hearing Officers shall:

1. Conduct all administrative and appeal hearings authorized by this Code or by any City ordinance;
2. Authorize the imposition of liens, assessments, special collection, or other collection process against a responsible party and any affected property, as appropriate; and
3. Perform such other programs or functions related to administrative hearings and appeals that the City Council or the City Manager may, from time to time, authorize or request.

C. Hearing officer panel terms of office. Each appointee to the Hearing Officer panel shall serve for a two-year term; provided, however, that two members of the panel shall be appointed to terms ending on January 31 in even-numbered years, and one member of the panel shall be appointed to terms ending on January 31 in odd-numbered years. Any

vacancy on the Hearing Officer panel shall be filled for the unexpired remainder of that term, pursuant to the process described in subsection (A) above.

Summary & Discussion

Currently, all three Administrative Enforcement Hearing Officer positions are vacant. After several open recruitment terms, the City has received two applications from previous Administrative Enforcement Hearing Officers; Paul Peterlin and Fredrica Jones. Mr. Peterlin's previous term expired on January 31, 2022. Ms. Jones' term expired on January 31, 2023. The current appointments will be for the term of February 1, 2023 through January 31, 2025.

Fiscal Impacts

None.

ATTACHMENTS:

- Paul Peterlin Application
- Fredrica Jones Application

Respectfully Submitted,

John Guertin
City Manager



CITY OF DEL REY OAKS APPLICATION FOR APPOINTMENT

Return completed application to City Hall, 650 Canyon Del Rey Road
Phone (831)394-8511 Fax (831)394-6421 www.delreyoaks.org

OFFICE TO WHICH YOU WISH TO BE APPOINTED: Code Enforcement Hearing Officer

NAME: Paul S. Peterlin, LtCol (Ret.)

ADDRESS: 1019 Paloma Road, Del Rey Oaks, CA 93940

PHONE: (530) 210-1768

OCCUPATION: U.S. NAVY Supervisory Administration Officer and International Military Student Officer

WORK ADDRESS: Defense Resources Management Institute at The Naval Post Graduate School

Halligan Hall BLDG 234 RM 101E

PHONE: (831) 656-2996

699 Dyer Road

Monterey CA 93943

HOW LONG HAVE YOU BEEN A RESIDENT OF DEL REY OAKS? 6.5 YEARS, Born and raised in Santa Cruz

PREVIOUS SERVICE TO THE CITY: 5 years as a Code Enforcement Hearing Officer; for the first 3 years I was the only one. I have heard and submitted 95% of the Del Rey Oaks cases during my tenure and none have been appealed to Superior Court. I also help with beautifying the city when needed. I helped to plant a large majority of the plants and trees at City Hall.

EXPERIENCE RELATED TO THE APPOINTMENT: I have attached my current in-depth career resume for a greater look at my experience and background for this sensitive position. Briefly, I was the Air National Guard Inspector General for the State of California and participated in investigations and referrals for both the Army and the Air Force. I have served 2 years on a grand jury for the USAF, served as a casualty Affairs Officer, was the Commander of the 870th Military Police Company and SECFOR Officer-In-Charge at Camp Roberts for civilian, military, Fish and Game and Federal Police Officers. I am Terrorism Liaison Officer, Basic P.O.S.T. certified, Inspector General Certified and a Member of the California Association of Code Enforcement Officers #C6Q538262.

WHY DO YOU WISH TO BE APPOINTED: I have experience in this position and enjoy contributing to the city in which I reside. I have always been helped by either city officials or community members wherever I have lived and want to give back now that I can, to help my community in a capacity I have experience and knowledge. I have a good rapport with officials and members of the community.

AS FAR AS YOU KNOW, WHAT WILL BE EXPECTED OF YOU IF YOU ARE APPOINTED? I will continue to be tasked with Enforcement of The City of Del Rey Oaks Ordinance NO. 291 and Article 1 General Provisions which allows for the Administrative Enforcement of the Del Rey Oaks Municipal Code and Ordinances. I will conduct all administrative and appeal hearings authorized by Code or by any City Ordinance. I will also authorize imposition of liens, assessments, special collection, or other collection process against a responsible party and any affected property, as appropriate. I will perform in other program or



CITY OF DEL REY OAKS APPLICATION FOR APPOINTMENT

Return completed application to City Hall, 650 Canyon Del Rey Road
Phone (831)394-8511 Fax (831)394-6421 www.delreyoaks.org

functions related to administrative enforcement hearings and appeals that the City Council or the City Manager, may, from time to time, authorize or request. I perform all administrative duties for casework to include use of Microsoft Office Suite, Excel, video, chest cam footage, the Del Rey Oaks Municipal Code, CA Penal Code, and CA Vehicle Code. Research all cases using electronic databases, subject matter experts, witnesses, and evidence. Issue written decisions and answer all questions having to do with appeals, fines, and proposed solutions.

REFERENCES:

<u>Scott Donaldson</u>	<u>(scott.donaldson16@gmail.com)</u>	<u>(831) 582-7776</u>
<u>George Jaksha</u>		<u>(831) 241-2270</u>
<u>Dexter Kennedy</u>	<u>(Dexter.Kennedy@nps.edu)</u>	<u>(719) 963-7504</u>
<u>Santiago Torres</u>	<u>(Santiago.Torres@nps.edu)</u>	<u>(831) 229-0199</u>

SIGNATURE: _____

DATE: _____

22 FEB 2023



CITY OF DEL REY OAKS

APPLICATION FOR APPOINTMENT

Return completed application to City Hall, 650 Canyon Del Rey Road
Phone (831)394-8511 Fax (831)394-6421 www.delreyoaks.org

OFFICE TO WHICH YOU WISH TO BE APPOINTED: Administrative Hearing Officer

NAME: Frederica Jones

ADDRESS: 8 Hillwil Place Del Rey Oaks PHONE: 559-917-2647

OCCUPATION: Retired Probation Officer

WORK ADDRESS: N/A

HOW LONG HAVE YOU BEEN A RESIDENT OF DEL REY OAKS: 14 years

PREVIOUS SERVICE TO THE CITY: Incumbant Administrative Hearing Officer 2021-2023; Member of CAG;
Current member of Police Advisory Committee.

EXPERIENCE RELATED TO THE APPOINTMENT: I am one of the current Administrative Hearing Officer

For over 30 years as a probation officer, i worked in the Courts and interpreted and applied the local and state laws
which governs our state and worked closely with Court staff consisting of judges and criminal attorneys

WHY DO YOU WISH TO BE APPOINTED: For over 35 years, I have had experience years of interpreting and upholding
the law. I have enjoyed these years and would be honored to represent DRO for another term, being
part of the team of Administrative Hearing Officers.

AS FAR AS YOU KNOW, WHAT WILL BE EXPECTED OF YOU IF YOU ARE APPOINTED:

I would be expected to know and enforce the City of Del Rey Oaks Ordinances and Articles which allows the
Administrative Enforcement of the Del Rey Oaks Municipal Code and Ordinances.
Preside and conduct all Administrative hearings authorized by Code or any City Ordinances

REFERENCES (OPTIONAL):

NAME	ADDRESS	PHONE
Marcia Parsons (Retired Probation Chief)	Prunedale	831-737-8909
Daniel Hutton (retired Probation Services Manager)	Salinas	707-337-0848
Jack Jones	8 Hillwil Place DRO	559-304-9997

SIGNATURE: Frederica Jones DATE: October 19, 2022



Staff Report

DATE: May 23, 2023

TO: Honorable Mayor and City Council

FROM: John Guertin, City Manager

SUBJECT: Audited Financial Statements for fiscal year ended June 30, 2022

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

Recommendation

Staff recommends that the Council receive the audited financial statements for the fiscal year ended June 30, 2022.

Background

The City's financial statements were audited by Chavan & Associates, LLP. The audit of the financial statements is an annual requirement.

Summary & Discussion

Auditor's Opinion

The auditors, Chavan & Associates, state on page 1 of the Annual Financial Report ("Report") (Attachment 1), that the financial statements in the Report "present fairly, in all material respects" the City's financial position and results of operations for the fiscal year ended June 30, 2022. This is an unqualified opinion, meaning that the financial statements can be relied upon.

A summary of the City's finances can be found in the section titled "Management Discussion and Analysis" beginning at page 5 of the Report. Staff will highlight some of the most important numbers in the financial statements in this Staff Report.

Statement of Net Position of \$20,456,144, page 11

The Statement of Net Position shows a total Net Position of \$20,456,144. Readers of the financial statements should keep in mind that the Statement of Net Position treats the City as if it was a business using full accrual accounting. This statement therefore takes into account all assets, including those that cannot be sold or used by anyone else, and all the liabilities, including those that will be paid in the distant future. It then divides the Net Position (assets and deferred outflows, minus liabilities and deferred inflows) into seven major categories. "Net invested in capital assets" is the total of all fixed assets less any debt on those assets. Restricted for land held for resale represents funds that cannot be used for budget purposes. The Net Position of \$20,456,144 shows that the City's finances are in a positive position.

Positive Change in Net Position of \$1,341,659 page 12

The Statement of Activities, like the Statement of Net Position, is prepared on a full accrual basis, like a business. It includes depreciation, interest expense accruals, and net gains on sale of property which are not typically reported in Government Funds Statements.

Balance Sheet – Unassigned unappropriated fund balance of \$1,102,408 in the General Fund, page 13

The Balance Sheet is prepared on a modified accrual basis, which is how the City budgets. It considers only current assets (assets that can be readily converted to cash) and current liabilities (liabilities that will be paid within the next year). It shows the General Fund with an “Unassigned Unappropriated” fund balance of \$1,102,408. This represents funds available to spend at June 30, 2022 that have not been appropriated for a specific purpose. In addition to this amount the City has \$1,652,182 in monies set-aside for economic uncertainties.

All other funds reported have restrictions as to what the monies can be spent on as shown on the Balance Sheet.

Statement of Revenues, Expenditures, and Changes in General Fund Fund Balances of \$831,848, page 15

The Statement of Revenues, Expenditures and Changes in Fund Balance is prepared on the same basis as the budget. It shows excess revenues over expenditures in the General Fund of \$831,848.

Note 5 – Long-Term Debt \$2,171,128, page 33

Page 33 shows the long-term debt of the City as of June 30, 2022, which is an important number. The Federal Group debt totals \$1,538,528 which is not due and payable until sales or development takes place on the former Fort Ord land. It is expected that any development or sales should cover this debt.

Auditor’s Report on Internal Controls

As part of the audit, the auditor issued an Independent Auditor’s Report on Internal Control over Financial Reporting, which states on page 55 of the Report that there are no findings. The report noted “no instances of noncompliance.”

Fiscal Impacts

This item has no fiscal impact. It reports the results of the 2021-22 fiscal year’s operations.

Recommended Action

Receive the audited financial statements for the fiscal year ended June 30, 2022.

ATTACHMENTS:

1. Annual Financial Report for the fiscal year ended June 30, 2022

Respectfully Submitted,

John Guertin
City Manager

City of Del Rey Oaks

Annual Financial Report

June 30, 2022



Chavan & Associates, LLP
Certified Public Accountants
15105 Concord Circle, Ste. 130
Morgan Hill, CA 95037

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City of Del Rey Oaks
Annual Financial Report
For the year ended June 30, 2022

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FINANCIAL SECTION



Chavan and Associates, LLP
Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and Members of the
City Council of the City of Del Rey Oaks
Del Rey Oaks, California

Report on the Financial Statements

Opinion

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Del Rey Oaks (the "City"), as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Del Rey Oaks, as of June 30, 2022, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Emphasis of a Matter

New Accounting Standards

During the year, the District implemented GASB Statement No. 87, *Leases*. As a result, the District recorded lease receivables of \$83,562 and net deferred inflows of resources of \$61,401, increasing beginning fund balance and net position by \$24,167. See note 1 for additional information. Our opinion was not modified for this matter.

Responsibilities of Management for the Financial Statements

City management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.



Chavan and Associates, LLP

Certified Public Accountants

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and GAGAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and other required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the

15105 Concord Circle, Ste. 130, Morgan Hill, CA 95037

Tel: 408-217-8749 • E-Fax: 408-872-4159

info@cnallp.com • www.cnallp.com



Chavan and Associates, LLP
Certified Public Accountants

methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's financial statements as a whole. The introductory section, combining individual non-major fund schedules, statistical data, and other information as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the financial statements.

The combining and individual nonmajor fund financial statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements and schedules are fairly stated in all material respects in relation to the basic financial statements as a whole.

The introductory, budgetary and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated April 10, 2023, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

C & A LLP

April 10, 2023
Morgan Hill, California



MANAGEMENT'S DISCUSSION AND ANALYSIS

INTRODUCTION

The discussion and analysis of the City of Del Rey Oaks' (the City) financial performance provides an overview and analysis of the City's financial activities for the fiscal year ended June 30, 2022. It should be read in conjunction with the accompanying basic financial statements.

FINANCIAL HIGHLIGHTS

- On a government-wide basis the assets and deferred outflows of the City exceeded its liabilities and deferred inflows at the close of the year ended June 30, 2022 by \$20.46 million. However, \$1.74 million is a net investment in capital assets, restricted net position of \$19.30 million, leaving an unrestricted deficit net position of \$587 thousand.
- The City's total net position increased by \$1.37 million from current year operations.
- The City's governmental funds reported combined ending fund balance of \$21.90 million. The net change in fund balances was an increase of \$862 thousand.
- The General Fund reported a fund balance of \$12.03 million. The net change was an increase of \$856 thousand.

OVERVIEW OF THE FINANCIAL STATEMENTS

The discussion and analysis serves as an introduction to the City's financial statements. The City's Financial statements are comprised of three components: 1) government-wide financial statements; 2) fund financial statements; and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements - The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

The *Statement of Net Position* presents information on all of the City's assets and liabilities, with the difference between the two reported as net position. Over time, increases and decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating. The statement of net position combines and consolidates governmental funds' current financial resources (short-term spendable resources) with capital assets and long-term obligations. Other nonfinancial factors should also be taken into consideration, such as changes in the City's property tax base, the condition of the City's infrastructure (i.e. roads, drainage improvements, storm and sewer lines, etc.) and redevelopment projects, to assess the overall health or financial condition of the City.

The *Statement of Activities* presents information showing how the City's net position changed during the most recent fiscal year. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes).

The government-wide financial statements include all the governmental activities of the City. The governmental activities of the City include public safety, streets, parks, planning, community development and general administration. The City does not operate any business-type activities.

Fund Financial Statements - A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The fund financial statements provide detail information about the most significant funds, not the City as a whole. The City, like other local

City of Del Rey Oaks**Management's Discussion and Analysis**

governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the City's funds are governmental fund types. Fund financial statements report essentially the same functions as those reported in the government-wide financial statements. However, unlike the government-wide financial statements, fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year.

Because the focus of the governmental fund is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented in the government-wide financial statements. Both the governmental fund *Balance Sheet* and the governmental fund *Statement of Revenues, Expenditures and Changes in Fund Balances* provide a reconciliation to facilitate the comparison between the governmental fund and government-wide statements.

The City maintains eleven individual governmental funds. Information is presented in the Balance Sheet and the Statement of Revenues, Expenditures and Changes in Fund Balances for the General Fund and the nonmajor governmental funds.

Notes to Basic Financial Statements - The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

City of Del Rey Oaks

Management's Discussion and Analysis

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of the City's financial position. The City's net position increased by \$1.37 million in fiscal year 2022 from fiscal year 2021. The City's net investment in assets of \$1.74 million is used to provide services to citizens; consequently, these assets are not available for future spending, leaving the City with a deficit for operating purposes.

**Summary of Net Position
As of June 30**

	2022	2021	Increase (Decrease)
Assets			
Current and other assets	\$ 22,498,949	\$ 21,403,828	\$ 1,095,121
Capital assets	2,396,689	2,332,998	63,691
Total Assets	<u>\$ 24,895,638</u>	<u>\$ 23,736,826</u>	<u>\$ 1,158,812</u>
Deferred Outflows of Resources	<u>\$ 554,039</u>	<u>\$ 441,269</u>	<u>\$ 112,770</u>
Liabilities			
Current and other liabilities	\$ 549,172	\$ 377,267	\$ 171,905
Noncurrent liabilities	3,572,766	4,502,300	(929,534)
Total Liabilities	<u>\$ 4,121,938</u>	<u>\$ 4,879,567</u>	<u>\$ (757,629)</u>
Deferred Inflows of Resources	<u>\$ 871,595</u>	<u>\$ 208,210</u>	<u>\$ 663,385</u>
Net Position			
Net investment in capital assets	\$ 1,739,312	\$ 1,594,980	\$ 144,332
Restricted	19,303,354	19,113,651	189,703
Unrestricted	(586,522)	(1,618,313)	1,031,791
Total Net Position	<u>\$ 20,456,144</u>	<u>\$ 19,090,318</u>	<u>\$ 1,365,826</u>

- Current assets and capital assets increased by \$1.16 million, while current and noncurrent liabilities also decreased by \$758 thousand.
- Increases in capital assets were mainly due to vehicle and equipment purchases, as well as a slurry seal project.
- Decreases in noncurrent liabilities were mainly the result of GASB 68 and GASB 75 adjustments to the City's pension and OPEB plans.

City of Del Rey Oaks

Management's Discussion and Analysis

GOVERNMENT-WIDE FINANCIAL ANALYSIS (continued)

Statement of Activities
As of June 30

Functions/Programs	2022	2021	Increase (Decrease)
Revenue:			
Program Revenues:			
Charges for services	\$ 1,397,489	\$ 1,216,346	\$ 181,143
Operating grants and contributions	248,668	229,252	19,416
Capital grants and contributions	272,685	72,495	200,190
General Revenues:			
Property tax	740,530	717,621	22,909
Sales tax	675,929	491,759	184,170
Transaction tax	1,092,247	689,351	402,896
Franchise tax	175,643	169,716	5,927
Business license tax	161,659	250,352	(88,693)
Other taxes	227,207	264,245	(37,038)
Investment earnings	12,073	60,567	(48,494)
Other revenue	102,860	20,147	82,713
Total Revenue	5,106,990	4,181,851	925,139
Expenses:			
General government	1,014,782	1,183,067	(168,285)
Public safety	2,200,621	2,386,032	(185,411)
Public works	297,202	294,575	2,627
Community development	112,972	79,619	33,353
Parks	37,032	43,918	(6,886)
Interest on long-term debt	105,442	70,502	34,940
Total Expenses	3,768,051	4,057,713	(289,662)
Special and Extraordinary Items:			
Special item - gain/loss on disposal of capital assets	2,720	(1,815)	4,535
Special item - release of obligation due to FORA	-	-	-
Total Special and Extraordinary Items	2,720	(1,815)	4,535
Change in Net Position	1,341,659	122,323	1,219,336
Prior Period Adjustments	24,167	-	24,167
Net Position, Beginning of Year	19,090,318	18,967,995	122,323
Net Position, End of Year	\$ 20,456,144	\$ 19,090,318	\$ 1,365,826

- The increase in capital grants and contributions is mainly due to contributions received from federal grants in 2022.
- The increase in transaction tax is due to recovery from the effects of the pandemic.
- The increase in sales tax is due to increased business and activities after recovering from the pandemic.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets - The City's investment in capital assets as of June 30, 2022, amounted to \$2.40 million (net of accumulated depreciation). This amount included land, buildings, improvements, furniture, equipment, and vehicles.

Debt Administration - At fiscal year end, the City had \$2.20 million in debt. Additions to debt were due to compounding interest from the Federal Group International loan, while deletions were due to principal payments on the TAMC Measure X loan and lease purchase agreement.

FINANCIAL ANALYSIS OF THE GOVERNMENTAL FUNDS

The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financing requirements.

At the end of the current fiscal year, the City's governmental funds reported a total fund balance of \$21.90 million. During the current fiscal year, the fund balance of the City's total governmental funds increased \$861,815.

FUND BUDGETARY HIGHLIGHTS

General Fund - The original budgeted general fund revenues increased \$407 thousand. General Fund estimated budgeted revenues exceeded the actuals by \$148 thousand. The original budgeted general fund expenditures increased by \$237 thousand. Actual expenditures were \$206 thousand less than final budgeted expenditures.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

Fiscal year 2021-22 was a good year for the City with an above normal increase in Sales Tax due to the sales tax deferrals from the pandemic being paid back. For FY 22-23 Sales Tax is expected to level off but still be healthy. Cannabis Tax revenue is expected to decrease as cannabis sales continue to decline due to the proliferation of cannabis establishments on the Monterey Peninsula. However, that decrease will be off-set by an increase in transient occupancy tax from the City's short-term rentals. The City is expecting to maintain a balanced budget.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the City's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the City of Del Rey Oaks, 650 Canyon Del Rey Road, Del Rey Oaks, California 93940.



BASIC FINANCIAL STATEMENTS

City of Del Ray Oaks
Statement of Net Position
June 30, 2022

ASSETS	
Current Assets:	
Cash and investments	\$ 4,332,005
Restricted cash and investments	8,685,795
Receivables:	
Taxes	360,482
Other receivables	6,247
Land held for resale	8,904,673
Total Current Assets	<u>22,415,387</u>
Noncurrent Assets:	
Leases receivable	83,562
Capital Assets:	
Nondepreciable	549,500
Depreciable, net of accumulated depreciation	1,847,189
Total Capital Assets - Net	<u>2,396,689</u>
Total Noncurrent Assets	<u>2,480,251</u>
Total Assets	<u>\$ 24,895,638</u>
DEFERRED OUTFLOWS OF RESOURCES	
OPEB Adjustments	\$ 143,347
Pension Adjustments	410,692
Total Deferred Outflows of Resources	<u>\$ 554,039</u>
LIABILITIES	
Current Liabilities:	
Accounts payable	\$ 371,095
Payroll related liabilities	14,187
Prepaid business licenses	147,001
Prepaid developer deposits	9,063
Long-term debt - due within one year	7,826
Total Current Liabilities	<u>549,172</u>
Noncurrent Liabilities:	
Long-term debt - due in more than one year	2,188,076
Compensated absences	104,629
Net pension liability	851,727
Total OPEB liability	428,334
Total Noncurrent Liabilities	<u>3,572,766</u>
Total Liabilities	<u>\$ 4,121,938</u>
DEFERRED INFLOWS OF RESOURCES	
Leases	\$ 61,401
Pension Adjustments	810,194
Total Deferred Inflows of Resources	<u>\$ 871,595</u>
NET POSITION	
Net investment in capital assets	\$ 1,739,312
Restricted for land held for resale	8,904,673
Restricted for pension	351,751
Restricted for streets and roads	7,552,346
Restricted for habitat management	932,586
Restricted for capital projects	1,561,998
Unrestricted	(586,522)
Total Net Position	<u>\$ 20,456,144</u>

The accompanying notes are an integral part of these financial statements.

City of Del Ray Oaks
Statement of Activities
For the Fiscal Year Ended June 30, 2022

Functions/Programs	Expenses	Program Revenues				Net (Expense) Revenue and Change in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Total	
General government	\$ 1,014,782	387,196	\$ -	\$ 272,685	\$ 659,881	\$ (354,901)
Public safety	2,200,621	839,659	205,489	-	1,045,148	(1,155,473)
Public works	297,202	113,399	43,179	-	156,578	(140,624)
Community development	112,972	43,105	-	-	43,105	(69,867)
Parks	37,032	14,130	-	-	14,130	(22,902)
Interest and fiscal charges	105,442	-	-	-	-	(105,442)
Total	\$ 3,768,051	\$ 1,397,489	\$ 248,668	\$ 272,685	\$ 1,918,842	(1,849,209)

General Revenues and Special Item:

Taxes:

Property taxes	740,530
Sales tax	675,929
Transaction tax	1,092,247
Franchise tax	175,643
Business license tax	161,659
Other taxes	227,207
Investment earnings	12,073
Other revenues	102,860

Special item:

Gain (loss) on disposal of capital assets	2,720
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Total General Revenues and Special Items	3,190,868
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Change in Net Position	1,341,659
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Net Position - Beginning of Year	19,090,318
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Prior Period Adjustments - GASB 87 Leases	24,167
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Net Position - Beginning of Year, as Adjusted	19,114,485
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Net Position - End of Year	\$ 20,456,144
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The accompanying notes are an integral part of these financial statements.

City of Del Ray Oaks
Balance Sheet
Governmental Funds
June 30, 2022

	General Fund	Prop 68 Grant Fund	SBR Construction Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS					
Cash and investments	\$ 2,635,139	\$ -	\$ -	\$ 2,753,034	\$ 5,388,173
Restricted cash and investments	360,814	-	7,268,813	-	7,629,627
Receivables:					
Taxes	333,214	-	-	27,268	360,482
Other receivables	6,247	-	-	-	6,247
Leases receivable	83,562	-	-	-	83,562
Land held for resale	8,904,673	-	-	-	8,904,673
Total assets	\$ 12,449,834	\$ -	\$ 7,268,813	\$ 2,780,302	\$ 22,498,949
LIABILITIES, DEFERRED INFLOW OF RESOURCES AND FUND BALANCES					
Liabilities:					
Accounts payable	\$ 185,007	\$ 183,903	\$ -	\$ 2,185	\$ 371,095
Payroll related liabilities	14,187	-	-	-	14,187
Prepaid business licenses	147,001	-	-	-	147,001
Prepaid developer deposits	9,063	-	-	-	9,063
Total liabilities	355,258	183,903	-	2,185	541,346
Deferred Inflows of Resources:					
Leases	61,401	-	-	-	61,401
Total Deferred Inflows of Resources	61,401	-	-	-	61,401
Fund Balances:					
Nonspendable					
Leases receivable	22,161	-	-	-	22,161
Restricted:					
Land held for resale	8,904,673	-	-	-	8,904,673
Pension	351,751	-	-	-	351,751
Streets and roads	-	-	7,268,813	283,533	7,552,346
Habitat management	-	-	-	932,586	932,586
Capital projects	-	-	-	1,561,998	1,561,998
Unassigned:					
Economic uncertainties	1,652,182	-	-	-	1,652,182
Unappropriated	1,102,408	(183,903)	-	-	918,505
Total fund balances	12,033,175	(183,903)	7,268,813	2,778,117	21,896,202
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 12,449,834	\$ -	\$ 7,268,813	\$ 2,780,302	\$ 22,498,949

The accompanying notes are an integral part of these financial statements.

City of Del Ray Oaks
Reconciliation of the Governmental Funds Balance Sheet
to the Government-Wide Statement of Net Position
June 30, 2022

Total Fund Balances - Total Governmental Funds **\$ 21,896,202**

Amounts reported for governmental activities in the statement of net position were different because:

Capital assets used in governmental activities were not current financial resources.

Therefore, they were not reported in the governmental funds balance sheet. The capital assets were adjusted as follows:

Capital assets	\$ 3,429,401	
Less: accumulated depreciation	(1,032,712)	
Total Capital Assets		2,396,689

Contributions made to pension plans will not be included in the calculation of the City's net pension liability of the plan year included in this report and have been deferred and reported as deferred outflows of resources.

OPEB adjustments:

Difference between actual and expected experience	75,641	
Change in assumptions	66,226	
Contribution subsequent to measurement date		1,480

Pension adjustments:

Net difference between expected and actual experience	133,087	
Net difference between projected and actual investment earnings	(565,746)	
Net differences between employer's contributions and proportionate share of contributions	(224,295)	
Net change in employer's proportion	7,154	
Contribution subsequent to measurement date		250,298

Long-term obligations were not due and payable in the current period. Therefore, they were not reported in the governmental funds balance sheet. The long-term liabilities were adjusted as follows:

Long-term debt	\$ (2,195,902)	
Compensated absences	(104,629)	
Net pension liability	(851,727)	
Total OPEB liability	(428,334)	
Total Long-Term Obligations		(3,580,592)

Net Position of Governmental Activities **\$ 20,456,144**

The accompanying notes are an integral part of these financial statements.

City of Del Ray Oaks
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Fiscal Year Ended June 30, 2022

	General Fund	Prop 68 Grant Fund	SBR Construction Fund	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES					
Taxes:					
Property taxes	\$ 740,530	\$ -	\$ -	\$ -	\$ 740,530
Sales tax	565,679	-	-	110,250	675,929
Transaction tax	998,484	-	-	-	998,484
Franchise tax	175,643	-	-	-	175,643
Business license tax	161,659	-	-	-	161,659
Other taxes	286,790	-	-	34,180	320,970
Licenses and permits	94,632	-	-	-	94,632
Fines, forfeits and penalties	3,668	-	-	-	3,668
Charges for current services	1,202,130	-	-	-	1,202,130
Intergovernmental revenues	280,338	-	-	241,014	521,352
Interest, rents and concessions	107,127	-	-	-	107,127
Other revenues	104,866	-	-	-	104,866
Total Revenues	4,721,546	-	-	385,444	5,106,990
EXPENDITURES					
Current:					
General government	1,110,005	-	-	3,537	1,113,542
Public safety	2,327,130	-	-	-	2,327,130
Public works	221,158	-	-	24,593	245,751
Community development	81,340	-	-	31,632	112,972
Parks	26,536	-	-	-	26,536
Capital outlay	82,919	183,903	-	39,959	306,781
Debt service					
Principal	7,826	-	-	72,815	80,641
Interest and fiscal charges	32,784	-	-	23,205	55,989
Total Expenditures	3,889,698	183,903	-	195,741	4,269,342
Excess (Deficiency) of Revenues over Expenditures	831,848	(183,903)	-	189,703	837,648
OTHER FINANCING SOURCES (USES)					
Transfers in	-	-	-	-	-
Transfers out	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Net Change in Fund Balances	831,848	(183,903)	-	189,703	837,648
Fund Balances Beginning	11,177,160	-	7,268,813	2,588,414	21,034,387
Prior Period Adjustments - GASB 87, Leases	24,167	-	-	-	24,167
Fund Balances - Beginning of Year, as Adjusted	11,201,327	-	7,268,813	2,588,414	21,058,554
Fund Balances Ending	\$ 12,033,175	\$ (183,903)	\$ 7,268,813	\$ 2,778,117	\$ 21,896,202

The accompanying notes are an integral part of these financial statements.

City of Del Ray Oaks
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures
and Changes in Fund Balances to the Government-Wide Statement of Activities
For the Fiscal Year Ended June 30, 2022

Net Change in Fund Balances - Total Governmental Funds	\$ 837,648
Amounts reported for governmental activities in the statement of activities and changes in net position were different because:	
Governmental funds report capital outlay as expenditures. However, in the government-wide statement of activities and changes in net position, the cost of those assets was allocated over their estimated useful lives as depreciation expense.	
Capital outlay	223,861
Depreciation expense	(162,890)
Gain (loss) on disposal of capital assets	2,720
Long-term compensated absences and claims payables were reported in the government-wide statement of activities, but they did not require the use of current financial resources and were not reported as expenditures in governmental funds.	(2,570)
In governmental funds, actual contributions to pension plans are reported as expenditures in the year incurred. However, in the government-wide statement of activities, only the current year pension expense as noted in the plans' valuation reports is reported as an expense, as adjusted for deferred inflows and outflows of resources.	319,641
In governmental funds, actual contributions to the OPEB plan is reported as expenditures in the year incurred. However, in the government-wide statement of activities, only the current year OPEB expense as noted in the plan's valuation reports is reported as an expense, as adjusted for deferred inflows and outflows of resources.	92,061
The governmental funds report debt proceeds as an other financing source, while repayment of debt principal is reported as an expenditure. The net effect of these differences in the treatment of long-term debt and related items is as follows:	
Repayment of debt principal	80,641
Interest expense on long-term debt was reported in the government-wide statement of activities and changes in net position, but it did not require the use of current financial resources. Therefore, interest expense was not reported as expenditures in governmental funds. The following amount represented the net change in compound interest from current year to prior year.	(49,453)
Change in Net Position of Governmental Activities	\$ 1,341,659

The accompanying notes are an integral part of these financial statements.

City of Del Rey Oaks
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2022

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The basic financial statements of the City of Del Rey Oaks, California, (the City) have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental agencies. The Governmental Accounting Standards Boards (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of the City's accounting policies are described below.

A. Financial Reporting Entity

The City of Del Rey Oaks, California was incorporated as a general law city on September 3, 1953. The City operates under a city council-manager form of government and provides a wide range of municipal services.

As required by GAAP, these basic financial statements present the City and its component units, entities for which the City is considered to be financially accountable. The City Council acts as the governing board. In addition, the City staff performs all administrative and accounting functions for these entities and these entities provide their services entirely to the City. Blended component units, although legally separate entities are, in substance, part of the City's operations and data from these units are combined with data of the City. Discretely presented component units, on the other hand, are reported in a separate column in the government-wide financial statements to emphasize their legal separateness from the City. The City had no component units as of June 30, 2022.

The City applies all applicable GASB pronouncements for certain accounting and financial reporting guidance. In December of 2010, GASB issued *GASBS No. 62, Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*. This statement incorporates pronouncements issued on or before November 30, 1989 into GASB authoritative literature. This includes pronouncements by the Financial Accounting Standards Board (FASB), Accounting Principles Board Opinions (APB), and the Accounting Research Bulletins of the American Institute of Certified Public Accountants' (AICPA) Committee on Accounting Procedure, unless those pronouncements conflict with or contradict with GASB pronouncements.

B. Basis of Accounting and Measurement Focus

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Government-Wide Financial Statements

The City's government-wide financial statements include a *Statement of Net Position* and a *Statement of Activities and Changes in Net Position*. These statements present a summary of the governmental activities for the City. Fiduciary activities of the City are not included in these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support. The City did not have any business-type activities during the year.

City of Del Rey Oaks
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2022

These statements are presented on an "economic resources" measurement focus and the accrual basis of accounting. Accordingly, all of the City's assets, deferred outflows of resources, liabilities, deferred inflows of resources (including capital assets, as well as infrastructure assets, and long-term liabilities), are included in the accompanying *Statement of Net Position*. The *Statement of Activities* presents changes in net position. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned while expenses are recognized in the period in which the liability is incurred. The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those clearly identifiable with a specific function or segment. In conformity with the City's indirect cost allocation plan, certain indirect costs are included in the program expense reported for individual functions and activities.

Certain types of transactions are reported as program revenues for the City in three categories:

- Charges for services
- Operating grants and contributions
- Capital grants and contributions

Certain eliminations have been made as prescribed by GASB Statement No. 34 in regards to interfund activities, payables, and receivables. All internal balances in the Statement of Net Position have been eliminated. The following interfund activities have been eliminated:

- Transfers in/Transfers out

Governmental Fund Financial Statements

Governmental fund financial statements include a *Balance Sheet* and a *Statement of Revenues, Expenditures and Changes in Fund Balances* for all major governmental funds and non-major funds aggregated. An accompanying schedule is presented to reconcile and explain the differences in net position as presented in these statements to the net position presented in the government-wide financial statements. The City has presented all major funds that met the applicable criteria.

All governmental funds are accounted for on a spending or "current financial resources" measurement focus and the modified accrual basis of accounting. Accordingly, only current assets and current liabilities are included on the balance sheets. The *Statement of Revenues, Expenditures and Changes in Fund Balances* present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets.

Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current period. Accordingly, revenues are recorded when received in cash, except that revenues subject to accrual (up to 90 days after year-end) are recognized when due. The primary revenue sources, which have been treated as susceptible to accrual by the City, are property tax, sales tax, intergovernmental revenues, other taxes, interest revenue, rental revenue and certain charges for services. Fines, forfeitures, and licenses and permits are not susceptible to accrual because they are usually not measurable until received in cash. Expenditures are recorded in the accounting period in which the related fund liability is incurred.

Unearned revenues arise when potential revenues do not meet both the "measurable" and "available" criteria for recognition in the current period. Unearned revenues also arise when the government receives resources before it has a legal claim to them, as when grant monies are received prior to incurring qualifying

City of Del Rey Oaks
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2022

expenditures. In subsequent periods when both revenue recognition criteria are met or when the government has a legal claim to the resources, the unearned revenue is removed from the combined balance sheet and revenue is recognized.

Major individual governmental funds are reported as separate columns in the fund financial statements.

The following funds are major funds:

General Fund - The General Fund is the general operating fund of the City. It accounts for the City's primary services (Public Safety, Public Works, Park, etc.) and is the primary operating unit of the City.

Prop 68 Parks Grant Fund - This capital project fund was established to account for the financial resources received from the state to be used for park improvements.

SBR Construction Fund - This capital project fund was established to account for the financial resources received as a result of the dissolution of FORA to be used for the completion of construction services for the South Boundary Roadway project that were initiated by FORA.

The following funds are nonmajor funds:

Gas Tax Fund - This special revenue fund was established to account for the financial resources required to be used on street/road projects.

SB 1 Fund - This special revenue fund was established to account for the financial resources received for transportation purposes.

Measure X Fund - This special revenue fund was established to account for the financial resources received as part of the Measure X retail transactions and use tax. The funds are to be used to fund transportation safety and mobility projects in Monterey County.

CARES Act Fund - This special revenue fund was established to account for the financial resources received from the Federal Coronavirus Aid, Relief, and Economic Security Act through the Department of Finance. The funds are to be used to respond to or mitigate COVID-19.

Fora Habitat Management Fund - This special revenue fund was established to account for the financial resources received as a result of the dissolution of FORA to be used maintenance and management of properties that were previously under the purview of FORA.

American Rescue Plan Act (ARPA) Fund - This special revenue fund was established to account for the financial resources received in federal grants as part of the Covid-19 recovery.

SBR Engineering Fund - This capital project fund was established to account for the financial resources received as a result of the dissolution of FORA to be used for the completion of engineering services for the South Boundary Roadway that were initiated by FORA.

SBR/GJM Intersection Fund - This capital project fund was established to account for the financial resources received as a result of the dissolution of FORA to be used for the completion of an intersection construction project that was initiated by FORA.

City of Del Rey Oaks
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2022

C. Cash, Cash Equivalents and Investments

The City pools its cash and investments of all funds. Interest earned as a result of pooling is distributed to the appropriate funds utilizing a formula based on the average daily balance of cash of each fund. The City's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturity of three months or less from the date of acquisition. Cash and cash equivalents are combined with investments and displayed as Cash and Investments.

Deposit and Investment Risk Disclosures - In accordance with GASB Statement No. 40, *Deposit and Investment Disclosures* (Amendment of GASB Statement No. 3), certain disclosure requirements, if applicable, for Deposits and Investment Risks in the following areas:

- Interest Rate Risk
- Credit Risk
 - Overall
 - Custodial Credit Risk
 - Concentrations of Credit Risk
- Foreign Currency Risk

Other disclosures are specified including use of certain methods to present deposits and investments, highly sensitive investments, credit quality at year-end and other disclosures.

The City participates in an investment pool managed by the State of California titled Local Agency Investment Fund (LAIF). Under Federal Law, the State of California cannot declare bankruptcy; therefore, deposits in the LAIF shall not be subject to either of the following: (a) transfer or loan pursuant to Government Code Section 16310, 16312, or 16313, or (b) impoundment or seizure by any state official or state agency.

Investments are recorded at fair value in accordance with GASB Statement No. 72, Fair Value Measurement and Application. Accordingly, the change in fair value of investments is recognized as an increase or decrease to investment assets and investment income.

The following is a summary of the definition of fair value:

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction. In determining this amount, three valuation techniques are available:

- Market approach - This approach uses prices generated for identical or similar assets or liabilities. The most common example is an investment in a public security traded in an active exchange such as the NYSE.
- Cost approach - This technique determines the amount required to replace the current asset. This approach may be ideal for valuing donations of capital assets or historical treasures.
- Income approach - This approach converts future amounts (such as cash flows) into a current discounted amount.

Each of these valuation techniques requires inputs to calculate a fair value. Observable inputs have been maximized in fair value measures, and unobservable inputs have been minimized.

City of Del Rey Oaks
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2022

D. Interfund Receivables and Payables

Items classified as interfund receivables/payables are referred to as “advances to/advances from other funds” or as “due to/from other funds”. Due to/from other funds include short-term lending/borrowing transactions between funds. This classification also includes the current portion of an advance to or from another fund. Advances to/advances from other funds represents non-current portions of any long-term lending/borrowing transactions between funds. This amount will be equally offset by a reserve of fund balance which indicates that it does not represent available financial resources and therefore, is not available for appropriation.

E. Receivables

Billed, but unpaid, services provided to individuals or non-governmental entities are recorded as accounts receivable. Revenues earned but not collected by year-end are accrued. No allowance for uncollectible accounts receivable has been provided as management has determined that uncollectible accounts have historically been immaterial and the direct write-off method does not result in a material difference from the allowance method.

F. Assets Held for Sale

Property that has been classified as held for sale have met the following criteria:

- Management has committed to a plan to sell the asset;
- An active program to locate a buyer and other actions required to complete the plan of sale have been initiated;
- The sale of the property or asset within one year is probable and will qualify for accounting purposes as a sale;
- The asset is being actively marketed for sale at a price that is reasonable in relation to its current fair value; and
- Actions required to complete the plan of sale indicate that it is unlikely that significant changes to the plan will be made or that the plan will be withdrawn.

G. Capital Assets

Capital outlays are recorded as expenditures of the General, Special Revenue, and Capital Projects Funds and as assets in the Government-Wide Financial Statements to the extent the City's capitalization threshold is met.

Capital assets, which include property, facilities, equipment, and infrastructure purchased or acquired are carried at historical cost or estimated historical cost. Contributed fixed assets are recorded at estimated fair market value at the time received. Infrastructure fixed assets consisting of roads, bridges, curbs and gutters, streets and sidewalks, drainage systems and lighting systems have been capitalized on a prospective basis, from July 1, 2003. Prior to July 1, 2003, infrastructure assets were not capitalized. Capital assets are defined by the City as assets with an initial, individual cost of more than \$5,000 for equipment, \$25,000 for facilities and improvements, \$150,000 for infrastructure, all land, and an estimated useful life in excess of one year.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related fixed assets, as applicable.

City of Del Rey Oaks
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2022

Interest is capitalized on the construction or acquisition of major assets using debt proceeds. The amount of interest to be capitalized is calculated by offsetting interest expense incurred from the date of the borrowing until completion of the project with interest earned on invested proceeds over the same period. No interest was capitalized during the year ended June 30, 2022.

Property, facilities, equipment, and infrastructure are depreciated using the straight-line method over the following estimated useful lives:

Buildings	40 Years
Improvements	5-20 Years
Equipment	5-10 Years
Vehicles	8 Years
Furniture and Fixtures	10 Years
Infrastructure	20-50 Years

H. Deferred Outflows/Deferred Inflows

In addition to assets, the Statement of Net Position includes a separate section for deferred outflow of resources. This separate financial statement element, deferred outflow of resources, represents a consumption of net position that applies to a future period(s), and as such will not be recognized as an outflow of resources (expenses/expenditure) until then. The City has recognized deferred outflows of resources related to the recognition of the net pension liability and OPEB liability reported in the Statement of Net Position.

In addition to liabilities, the Statement of Net Position reports a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and as such, will not be recognized as an inflow of resources (revenue) until that time. The City has recognized deferred inflows of resources related to the recognition of the lease revenue, pension liability and OPEB liability reported in the Statement of Net Position.

I. Interest Payable

In the government-wide financial statements, interest payable of long-term debt is recognized as an incurred liability for governmental fund types. The City has not allocated the interest on long-term debt to departments.

In the fund financial statements, governmental fund types do not recognize the interest payable when the liability is incurred. Interest on long-term debt is recorded in the fund statements when payment is made.

J. Deferred Compensation Plan

City employees may defer a portion of their compensation under a City sponsored deferred compensation plan created in accordance with Internal Revenue Code Section 457. Under this plan, participants are not taxed on the deferred portion of their compensation until distributed to them; distributions may be made only at termination, retirement, and death or in an emergency as defined by the Plan. Member contributions for the fiscal year ending June 30, 2022 totaled \$11,400.

City of Del Rey Oaks
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2022

The laws governing deferred compensation plan assets require plan assets to be held by a Trust for the exclusive benefit of plan participants and their beneficiaries. Since the assets held under these plans are not the City's property and are not subject to City control, they have been excluded from these financial statements.

K. Compensated Absences

Compensated absences comprise of unpaid vacation, which are accrued as earned. Unused vacation may be accumulated up to 160 hours and is paid at the time of termination from City employment. The liability for compensated absence is determined annually. The long-term portion is recorded in the Statement of Net Position and represents a reconciling item between the fund and government-wide presentations. The following is a summary of the changes in compensated absences for the fiscal year ended June 30, 2022:

Description	June 30, 2020	Earned	Taken	June 30, 2021	Due Within One Year
Government Activities	\$ 92,224	\$ 9,835	\$ -	\$ 102,059	\$ 31,290

L. Long-Term Liabilities

In the government-wide financial statements, long-term liabilities are reported as liabilities in the applicable governmental activities. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premium or discount. Debt issuance costs are expensed in year incurred.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financial sources. Premiums received on debt issuance are reported as other financing sources while discounts on debt issuance reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

M. Fund Balances

In accordance with Government Accounting Standards Board 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, the City classifies governmental fund balances as follows:

Nonspendable

Nonspendable fund balance are amounts that cannot be spent because they are either (a) not in spendable form, such as long term receivables or (b) legally or contractually required to be maintained intact, such as a trust that must be retained in perpetuity.

Restricted

Restricted fund balance are restricted when constraints placed on the use of resources are either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or (b) imposed by law through constitutional provisions or enabling legislation.

Committed

Committed fund balance are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision-making authority and does not lapse at year-end. Committed fund balances are imposed by the City Council.

City of Del Rey Oaks
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2022

Assigned

Assigned fund balance are intended to be used for specific purposes that are neither considered restricted or committed. Fund balance may be assigned by the City Manager.

Unassigned

The Unassigned Fund Balance category represents fund balance which may be held for specific types of uses or stabilization purposes, but is not yet directed to be used for a specific purpose.

The detail of amounts reported for each of the above defined fund balance categories is reported in the governmental funds balance sheet.

Flow Assumption /Spending Order Policy

When expenditures are incurred for purposes for which both restricted and unrestricted fund balance is available, the City considers restricted funds to be spent first. When expenditures are incurred for which committed, assigned, or unassigned fund balances are available, the City considers amounts to be spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the City Council has directed otherwise.

N. Net Position

In the government-wide financial statements, net position is classified in the following categories:

Net Investment in Capital Assets

This amount consists of capital assets net of accumulated depreciation and reduced by outstanding debt that attributed to the acquisition, construction, or improvement of the assets. In addition, deferred outflows of resources and deferred inflows of resources that are attributable to the acquisition, construction, or improvement of those assets or related debt also are included in the net investment in capital assets component of net position.

Restricted Net Position

This amount is restricted by external creditors, grantors, contributors, or laws or regulations of other governments.

Unrestricted Net Position

This amount is all net position that does not meet the definition of "net investment in capital assets" or "restricted net position."

The detail of amounts reported for each of the above defined net position categories is reported in the government-wide Statement of Net Position.

Use of Restricted/Unrestricted Net Position

When an expense is incurred for purposes for which both restricted and unrestricted net position are available, the City's policy is to apply restricted net position first.

O. Property Taxes

County tax assessments include secured and unsecured property taxes. "Unsecured" refers to taxes on personal property. These tax assessments are secured by liens on the property being taxed.

City of Del Rey Oaks
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Monterey County is responsible for the assessment, collection and apportionment of property taxes for all taxing jurisdictions. Property taxes are levied in equal installments on November 1 and February 1. They become delinquent on December 10 and April 10, respectively. The lien date is January 1 of each year.

Property taxes are accounted for in the General Fund. Property tax revenues are recognized when they become measurable and available to finance current liabilities. The City considers property taxes as available if they are collected within 90 days after year end. Property tax on the unsecured roll are due on the January 1 lien date and become delinquent if unpaid on August 31. However, unsecured property taxes are not susceptible to year end accrual.

The City is permitted by Article XIII A of the State of California Constitution (known as Proposition 13) to levy a maximum tax of \$1.00 per \$100 of full cash value.

P. Unearned Revenue

Unearned revenue arises when assets (such as cash) are received before revenue recognition criteria have been satisfied. Grants and entitlements received before eligibility requirements (such as qualified expenditures) are met are recorded as liabilities from unearned revenue.

Q. Unavailable Revenue

In the governmental fund financial statements, receivables associated with non-exchange transactions that will not be collected within the availability period have been recorded as deferred inflows as unavailable revenue.

R. Use of Estimates

The preparation of basic financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

S. Benefit Plans

Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the City's California Public Employees' Retirement System (CalPERS) plan (the Plan) and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

GASB Statement No. 68, *Accounting and Financial Reporting for Pensions - an amendment of GASB Statement No. 27* (GASB Statement No. 68) requires that the reported results pertain to liability and asset information within certain defined timeframes. For this report, the following timeframes were used:

Valuation Date (VD)	June 30, 2020
Measurement Date (MD)	June 30, 2021
Measurement Period (MP)	June 30, 2020 to June 30, 2021

City of Del Rey Oaks
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2022

Other Postemployment Benefits Other Than Pensions (OPEB)

For purposes of measuring the total OPEB liability, deferred outflows of resources and deferred inflows of resources, and OPEB expense, information about the City's Retiree Benefits Plan (the Plan) and additions to/deductions are based on when they are due and payable in accordance with the benefit terms for the measurement period included in the OPEB plan's actuarial reports.

Valuation Date (VD) June 30, 2019
Measurement Date (MD) June 30, 2021
Measurement Period (MP) June 30, 2020 to June 30, 2021

T. Implementation of New Accounting Pronouncements

GASB Statement No. 87, Leases

The objective of this statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. As of June 30, 2022, the management did not identify any material leases that were required to be reported under GASB 87.

As of June 30, 2022, the City recognized one contract as a lease and implemented the applicable accounting and reporting requirements of a lessor under GASB 87. The following schedule summarizes the lease balances and the impact on beginning net position and fund balance:

Description	Lease Receivable	Deferred Inflows of Resources	Prior Period Adjustment
Initial Net Present Value	\$ 307,003	\$ 307,003	\$ -
Accumulated Amortization	-	(214,902)	214,902
Principal Payments	(190,735)	-	(190,735)
Beginning Balances 7/1/2021	116,268	92,101	24,167
Current Amortization	-	(30,700)	-
Current Principal Payments	(32,706)	-	-
Ending Balances 6/30/2022	\$ 83,562	\$ 61,401	\$ 24,167

City of Del Rey Oaks
Notes to the Basic Financial Statements
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U. Upcoming New Accounting Pronouncements

The City is currently analyzing its accounting practices to determine the potential impact on the financial statements of the following recent GASB Statements:

GASB Statement No. 91, Conduit Debt Obligations

The objectives of this Statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. This Statement also clarifies the existing definition of a conduit debt obligation; establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitment and voluntary commitments extended by issuers and arrangements associated with the debt obligations; and improving required note disclosures. The requirements of this Statement were initially to be effective for financial statements for periods beginning after December 15, 2020 but have been delayed to periods beginning after December 15, 2021, pursuant to GASB Statement No. 95. Earlier application is encouraged.

GASB Statement No. 94, Public-Private Partnerships and Public-Public Partnerships and Availability Payment Arrangements

The primary objective of this Statement is to improve financial reporting by addressing issues related to public-private and public-public partnership arrangements (PPPs). As used in this Statement, a PPP is an arrangement in which a government (the transferor) contracts with an operator (a governmental or nongovernmental entity) to provide public services by conveying control of the right to operate or use a nonfinancial asset, such as infrastructure or other capital asset (the underlying PPP asset), for a period of time in an exchange or exchange-like transaction. Some PPPs meet the definition of a service concession arrangement (SCA), which the Board defines in this Statement as a PPP in which (1) the operator collects and is compensated by fees from third parties; (2) the transferor determines or has the ability to modify or approve which services the operator is required to provide, to whom the operator is required to provide the services, and the prices or rates that can be charged for the services; and (3) the transferor is entitled to significant residual interest in the service utility of the underlying PPP asset at the end of the arrangement. This Statement also provides guidance for accounting and financial reporting for availability payment arrangements (APAs). As defined in this Statement, an APA is an arrangement in which a government compensates an operator for services that may include designing, constructing, financing, maintaining, or operating an underlying nonfinancial asset for a period of time in an exchange or exchange-like transaction. The requirements of this Statement are to be effective for financial statements for periods beginning after June 15, 2022. Earlier application is encouraged.

GASB Statement No. 96, Subscription-Based Information Technology Arrangements

GASB 96 provides guidance on accounting for Subscription-Based Information Technology Arrangements (SBITA) where the government contracts for the right to use another party's software. The standards for SBITAs are based on the standards established in GASB Statement No. 87, *Leases*. *GASB 96 is effective for fiscal years beginning after June 15, 2022.*

City of Del Rey Oaks
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GASB Statement No. 99, *Omnibus 2022*

Omnibus statements are issued by GASB to address practice issues identified after other standards have been approved for implementation. Omnibus statements “clear up the loose ends” for recent prior statements GASB has issued. This Omnibus addresses recent pronouncements, including GASB 87 – Leases, GASB 94 – *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, and GASB 96 – *Subscription-Based Information Technology Arrangements*.

Effective Date: The requirements of this Statement are effective as follows:

- The requirements related to extension of the use of LIBOR, accounting for SNAP distributions, disclosures of nonmonetary transactions, pledges of future revenues by pledging governments, clarification of certain provisions in Statement 34, as amended, and terminology updates related to Statement 53 and Statement 63 are effective upon issuance
- The requirements related to leases, PPPs, and SBITAs are effective for fiscal years beginning after June 15, 2022, and all reporting periods thereafter.
- The requirements related to financial guarantees and the classification and reporting of derivative instruments within the scope of Statement 53 are effective for fiscal years beginning after June 15, 2023, and all reporting periods thereafter.

Earlier application is encouraged and is permitted by topic.

GASB Statement No. 100, *Accounting Changes and Error Corrections—an amendment of GASB Statement No. 62*

This Statement defines *accounting changes* as changes in accounting principles, changes in accounting estimates, and changes to or within the financial reporting entity and describes the transactions or other events that constitute those changes. This Statement also prescribes the accounting and financial reporting for (1) each type of accounting change and (2) error corrections in previously issued financial statements. The requirements of this Statement are effective for accounting changes and error corrections made in fiscal years beginning after June 15, 2023, and all reporting periods thereafter. Earlier application is encouraged.

GASB Statement No. 101, *Compensated Absences*

This Statement requires that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used but not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. Leave is attributable to services already rendered when an employee has performed the services required to earn the leave. Leave that accumulates is carried forward from the reporting period in which it is earned to a future reporting period during which it may be used for time off or otherwise paid or settled. In estimating the leave that is more likely than not to be used or otherwise paid or settled, a government should consider relevant factors such as employment policies related to compensated absences and historical information about the use or payment of compensated absences. However, leave that is more likely than not to be settled through conversion to defined benefit postemployment benefits should not be included in a liability for compensated absences.

This Statement also establishes guidance for measuring a liability for leave that has not been used, generally using an employee’s pay rate as of the date of the financial statements. A liability for leave that has been

City of Del Rey Oaks
Notes to the Basic Financial Statements
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used but not yet paid or settled should be measured at the amount of the cash payment or noncash settlement to be made. Certain salary-related payments that are directly and incrementally associated with payments for leave also should be included in the measurement of the liabilities.

With respect to financial statements prepared using the current financial resources measurement focus, this Statement requires that expenditures be recognized for the amount that normally would be liquidated with expendable available financial resources. The requirements of this Statement are effective for fiscal years beginning after December 15, 2023, and all reporting periods thereafter.

NOTE 2 - CASH AND INVESTMENTS

As of June 30, 2022, cash and investments were reported in the financial statements as follows:

	Statement of Net Position		Total
	Unrestricted	Restricted	Cash and Investments
Cash in bank	\$ 577,814		\$ 577,814
Cash with fiscal agent	-	8,685,795	8,685,795
Local Agency Investment Fund	3,754,191		3,754,191
Total cash and investments	<u>\$ 4,332,005</u>	<u>\$ 8,685,795</u>	<u>\$ 13,017,800</u>

A. Cash Deposits

The California Government Code requires California banks and savings and loan associations to secure the City's cash deposits by pledging securities as collateral. This Code states that collateral pledged in this manner shall have the effect of perfecting a security interest, and places the City ahead of general creditors of the institution.

The market value of pledged securities must equal at least 110 percent of the City's cash deposits. California law also allows institutions to secure City deposits by pledging first trust deed mortgage notes that have a value of 150 percent of the City's total cash deposits. The City has waived the collateral requirements for cash deposits which are fully insured to \$250,000 by the Federal Deposits Insurance Corporation (FDIC).

The bank balances before reconciling items totaled \$766,231 at June 30, 2022 and were different from carrying amounts due to deposits in transit and outstanding checks. As of June 30, 2022, the City's cash balances exceeded insurance by \$516,231 but were collateralized as discussed above.

B. Restricted Cash with Fiscal Agent

For the year ended June 30, 2022, the City had a balance of \$351,751 in a Public Agency Retirement Services (PARS) Pension Rate Stabilization Program (PRSP) 115 irrevocable trust for pensions. Participating agencies maintain oversight of investment management and control over the risk tolerance level. Assets in the plan can be accessed to offset unexpected rate increases or be used as a rainy-day fund related to their pension plan (CalPERS). These assets are not dedicated to providing plan benefits to plan participants and are not directly used to pay benefits until such time as the City transfers the funds from the PARS trust to the pension plan (CalPERS). The trust restricts the use of the assets to be used solely for pension related expenses. Amounts held in Trust for FORA Dissolution Administration and Successor Agency obligations are also reported as restricted cash and investments.

City of Del Rey Oaks
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2022

C. Fair Value Measurements

GASB 72 established a hierarchy of inputs to the valuation techniques. This hierarchy has three levels.

- Level 1 inputs are quoted prices in active markets for identical assets or liabilities.
- Level 2 inputs are quoted market prices for similar assets or liabilities, quoted prices for identical or similar assets or liabilities in markets that are not active, or other than quoted prices that are not observable.
- Level 3 inputs are unobservable inputs, such as a property valuation or an appraisal.

The City has the following recurring fair value measurements as of June 30, 2022:

- California Local Agency Investment Fund (LAIF) of \$3,754,191; valued using Level 2 inputs.

D. Investment Policies

City Investment Policy

The City has an investment policy, which is in accordance with the California Government Code, the following investments are authorized:

Authorized Investment Type	Maximum Maturity (1)	Maximum Total of Portfolio	Maximum Investment in Anyone Issuer
Local Agency Bonds	5 years	None	None
U.S. Treasury Obligations	5 years	None	None
U.S. Agency Securities	5 years	None	None
Banker's Acceptances	180 days	40%	30%
Commercial Paper	270 days	25%	10%
Negotiable Certificates of Deposit	5 years	30%	None
Repurchase Agreements	1 year	20%	None
Reverse Repurchase Agreements	92 days	20%	None
Medium-Term Notes	5 years	30%	None
Mutual Funds	N/A	20%	10%
Money Market Mutual Funds	N/A	20%	10%
Mortgage Pass-Through Securities	2 years	20%	None
County Pooled Investment Funds	1 year	20%	None
Local Agency Investment Fund (LAIF)	N/A	None	None
JPA Pools (other investment pools)	N/A	None	None

City of Del Rey Oaks
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E. External Investment Pool

The City's investments with LAIF at June 30, 2022, include a portion of the pool funds invested in Structured Notes and Asset-Backed Securities. These investments include the following:

Structured Notes

These are debt securities (other than asset-backed securities) whose cash flow characteristics (coupon rate, redemption amount, or stated maturity) depend upon one or more indices and/or that have embedded forwards or options.

Asset-Backed Securities

The bulk of asset-backed securities are mortgage-backed securities, entitle their purchasers to receive a share of the cash flows from a pool of assets such as principal and interest repayments from a pool of mortgages (such as CMO's) or credit card receivables.

LAIF is overseen by the Local Agency Investment Advisory Board, which consists of five members, in accordance with State statute. The approved investments policy is listed on the LAIF website, located at <http://www.treasurer.ca.gov/pmia-laif/laif/index.asp>.

F. Risk Disclosures

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the term of an investment's maturity, the greater the sensitivity to changes in market interest rates. It is the City's practice to manage its exposure to interest rate risk is by purchasing a combination of shorter and longer term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity evenly over time as necessary to provide the cash flow and liquidity needed for City's operations.

Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of an investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. As of June 30, 2022, the City's investments were in compliance with the ratings required by the City's investment policy, indenture agreements and Government Code.

Concentrations of Credit Risk

The investment policy of the City contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. As of June 30, 2022, the City had no investments in any one issuer (other than U.S. Treasury securities, mutual funds and external investment pools) that represented 5% or more of the total City investments.

Custodial Credit Risk

For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The California Government Code does not contain legal or policy requirements that would limit the exposure to custodial credit risk for investments. With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government's indirect investment in securities through the use of mutual funds or government investment pools (such as LAIF).

City of Del Rey Oaks
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2022

NOTE 3 - INTERFUND TRANSACTIONS

A. Transfers In/Out

With Council approval resources may be transferred from one fund to another. Transfers routinely reimburse funds that have made an expenditure on behalf of another fund. Transfers may also be made to pay for capital projects or capital outlays, lease or debt service payments, and operating expenses. The City transferred \$50,000 from the General Fund to the CARES Act Fund during the fiscal year ended June 30, 2022.

B. Interfund Receivables and Payables

The timing of when cash is received and paid can result in a negative cash balance in a fund as of fiscal year end. At year-end, a liability, "Due To Other Funds" is created to eliminate any negative cash balances along with a corresponding asset, "Due From Other Funds." In the following fiscal year, the liabilities are settled and the assets are liquidated. The City did not have any interfund receivables and payables as of June 30, 2022.

NOTE 4 - CAPITAL ASSETS

Capital assets consisted of the following as of June 30, 2022:

	Balance June 30, 2021	Additions	Deletions/ Adjustments	Balance June 30, 2022
Non-depreciable:				
Land	\$ 549,500	\$ -	\$ -	\$ 549,500
Total Non-Depreciable	549,500	-	-	549,500
Depreciable:				
Buildings and Improvements	691,438	-	-	691,438
Furniture, Equipment, and Vehicles	791,891	5,284	(44,688)	752,487
Structure and Improvements	1,217,399	218,577	-	1,435,976
Total Depreciable	2,700,728	223,861	(44,688)	2,879,901
Less Accumulated Depreciation for:				
Buildings and Improvements	(418,254)	(18,340)	-	(436,594)
Furniture, Equipment, and Vehicles	(376,996)	(83,680)	47,408	(413,268)
Structure and Improvements	(121,980)	(60,870)	-	(182,850)
Total Accumulated Depreciation	(917,230)	(162,890)	47,408	(1,032,712)
Total Depreciable Capital Asset - Net	1,783,498	60,971	2,720	1,847,189
Total Capital Assets - Net	\$ 2,332,998	\$ 60,971	\$ 2,720	\$ 2,396,689

During fiscal year ended June 30, 2019, the City reclassified \$8,904,673 in land to "held for resale" as the City is in the process of selling the land, which the City originally received as part of an Economic Development Conveyance through the Fort Ord Reuse Authority (FORA). The land remained classified as held for sale as of June 30, 2022.

City of Del Rey Oaks
Notes to the Basic Financial Statements
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Depreciation expense was charged to the functions of the government as follows:

General Government	\$ 13,099
Police Department	61,502
Parks	10,496
Public Works	77,793
Total depreciation expense	<u>\$ 162,890</u>

NOTE 5 - LONG-TERM LIABILITIES

The City's long-term liabilities consisted of the following as of June 30, 2022:

Description	Balance June 30, 2021	Additions	Retirements	Balance June 30, 2022	Due Within One Year
Capital Leases:					
Software	\$ 32,603	\$ -	\$ 7,826	\$ 24,777	\$ 8,039
Subtotal leases	32,603	-	7,826	24,777	8,039
Loans payable:					
Federal Group International, LLC	1,200,000	-	-	1,200,000	-
Federal Group International, LLC Compound Interest	289,074	49,454	-	338,528	-
TAMC Measure X Loan	705,415	-	72,815	632,600	-
Subtotal loans payable	2,194,489	49,454	72,815	2,171,128	-
Total	<u>\$ 2,227,092</u>	<u>\$ 49,454</u>	<u>\$ 80,641</u>	<u>\$ 2,195,905</u>	<u>\$ 8,039</u>

The following is a summary of the City's long-term debt as of June 30, 2022:

Records Management Software Lease Purchase Agreement

The City entered into a software and service agreement with Sun Ridge System, Inc. to receive computer software and services from Sun Ridge System, Inc. The lease qualifies as a leases purchase agreement for accounting purposes and therefore have been recorded at the present value of future minimum lease payments at the date of the inception of the lease. The principal and interest payments on the lease are \$8,713 with the interest rate of 2.721%.

As of June 30, 2022, the annual debt service requirements on the Records Management Software Lease Purchase Agreement are as follows:

Year Ending June 30,	Principal	Interest	Total
2023	8,039	674	8,713
2024	8,258	455	8,713
2025	8,480	231	8,711
Total	<u>\$ 24,777</u>	<u>\$ 1,360</u>	<u>\$ 26,137</u>

City of Del Rey Oaks
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Federal Group International, LLC Loan Payable

The City has a promissory note with Federal Group International, LLC in the amount of \$1,200,000, \$700,000 of the note is the City's obligation to pay for funds loaned by Federal/JER Associates I, LLC to the former Redevelopment Agency of the City of Del Rey Oaks, the remaining \$500,000 of the note evidences the City's obligation to pay the holder as settlement of claims between the City and Bellmont Rock Holdings, LLC. Interest is accrued at 5% per annum on the \$700,000 beginning June 1, 2014, until the entire outstanding loan amount, plus interest, is paid in full. Payments on the note, once they commence, shall be for a five-year period, however if the note is not paid in full at the end of the five-year term it shall automatically renew, once, for an additional five-year term. No payment shall be due under this loan until commencement of construction on the Fort Ord property and are based on an increase of 50% of City revenue associated with the development of the entire property. The full balance of the loan, including accrued interest, totaling \$1,590,454 will come due in the fiscal year ending June 30, 2023.

TAMC Measure X Loan Payable

In December 2018, the City entered into an agreement with the Transportation Agency for Monterey County (TAMC) for the purpose of receiving advance funding for the Del Rey Oaks Slurry Seal (the project). As of June 30, 2021, the TAMC had advanced \$817,659 to the City. The loan is payable from Measure X revenue, which can only be estimated year to year, so no amortization schedule has been established at this time. An interest rate of 2.5% is fixed until such time as the Monterey County Pool Quarterly Rate rises above 2.0%, at which point the interest rate will be variable, tied to the Monterey County Pool Quarterly Rate plus 50 basis points, only becoming fixed again at 2.5% when the Monterey County Pool Quarterly Rate drops below 2.0%. The outstanding balance on the loan at June 30, 2022, was \$632,600.

NOTE 6 - RISK MANAGEMENT

The City is exposed to various risks of loss related to torts, thefts, damage to, or destruction of assets; errors and omissions; injuries to workers; and natural disasters. These risks are covered by a combination of commercial insurance purchased from independent third parties and participation in the Monterey Bay Area Self Insurance Authority (MBASIA), which is a public entity risk pool. There have not been any significant reductions in insurance coverage as compared to the previous year. Settled claims from these risks have not exceeded commercial coverage for the past three fiscal years.

MBASIA was formed under a joint powers agreement (JPA) pursuant to California Government Code Section 6500 et seq. effective July 1, 1982. MBASIA is administered by a Board of Directors consisting of thirteen members appointed by the cities participating. The Board controls the operations of the JPA, including selection of management and approval of operating budgets, independent of any influence by member cities beyond their representation on the Board. Each member city pays a premium commensurate with the amount of predicted losses and shares surpluses and deficits proportionate to their participation in the JPA.

Financial statements for the Authority may be obtained from www.mbasia.org.

NOTE 7 - CALPERS PENSION PLAN

General Information about the Pension Plans

Plan Description - All qualified permanent and probationary employees are eligible to participate in the City's Miscellaneous and Safety Employee Pension Plans (the Plans); cost-sharing multiple employer

City of Del Rey Oaks
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defined benefit pension plans administered by the California Public Employees' Retirement System (CalPERS). Benefit provisions under the Plans are established by State statute and City resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

Benefits Provided - CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 55 with statutorily reduced benefits. All members are eligible for non-industrial disability benefits after 10 years of service. The death benefit is the Optional Settlement 2W Death Benefit. The cost-of-living adjustments for the Plan are applied as specified by the Public Employees' Retirement Law.

The Plans' provisions and benefits in effect at June 30, 2022, are summarized as follows:

	Miscellaneous		Safety	
	Tier 1	PEPRA	Police	Police - PEPRA
Benefit formula	2% @ 60	2% @ 62	2.0% @ 55	2.0% @ 57
Benefit vesting schedule	5 Years	5 Years	5 Years	5 Years
Benefit payments	Monthly for Life	Monthly for Life	Monthly for Life	Monthly for Life
Retirement age	60	62	55	57
Monthly benefits as a				
% of eligible compensation	2.00%	2.00%	3.00%	2-2.70%
Required employee contribution rates	7.000%	6.750%	7.000%	10.000%
Required employer contribution rates	8.794%	7.732%	14.810%	11.114%

Employees Covered - At June 30, 2022 (fiscal year), June 30, 2020 (the valuation date), the following employees were covered by the benefit terms for the Plans:

	Miscellaneous	Safety
Active	4	11
Transferred	3	1
Separated	2	1
Retired	6	15
Total	15	28

Contributions - Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rates are the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The City is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. For the year ended June 30, 2022, the City's contributions were \$125,005 and \$125,293 for miscellaneous and safety, respectively.

City of Del Rey Oaks
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2022

Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2022, the City reported net pension liabilities for its proportionate shares of the net pension liability as follows:

	Proportionate Share of Net Pension Liability/(Asset)
Miscellaneous	\$ 211,716
Safety	640,010
Total	\$ 851,727

The City's net pension liability for the Plans is measured as the proportionate share of the net pension liability. The net pension liability of the Plans are measured as of June 30, 2021, and the total pension liability for the Plans used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2020 using standard update procedures. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. The City's proportionate share of the net pension liability for the Plans as of June 30, 2021 and 2022 was as follows:

	Miscellaneous	Safety	Combined Plans
Proportion - June 30, 2021	0.01069%	0.01850%	0.01548%
Proportion - June 30, 2022	0.01115%	0.01824%	0.01575%
Change - Increase/(Decrease)	0.00046%	-0.00027%	0.00027%

For the year ended June 30, 2022, the City recognized pension credit of \$69,341 for the plans.

At June 30, 2022, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Misc and Safety	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes of Assumptions	\$ -	\$ -
Differences between Expected and Actual Experience	133,087	-
Differences between Projected and Actual Investment Earnings	-	565,746
Differences between Employer's Contributions and Proportionate Share of Contributions	-	224,295
Change in Employer's Proportion	27,307	20,153
Pension Contributions Made Subsequent to Measurement Date	250,298	-
Total	\$ 410,692	\$ 810,194

The City reported \$250,298 as deferred outflows of resources related to contributions subsequent to the measurement date that will be recognized as a reduction of the net pension liability in the year ended June 30, 2023.

City of Del Rey Oaks
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2022

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Fiscal Year Ending June 30:	Deferred Outflows/(Inflows) of Resources		
	Miscellaneous	Safety	Total
2023	\$ (56,857)	\$ (124,991)	\$ (181,848)
2024	(53,425)	(110,707)	(164,132)
2025	(49,265)	(98,655)	(147,920)
2026	(51,074)	(104,826)	(155,899)
2027	-	-	-
Thereafter	-	-	-
Total	\$ (210,621)	\$ (439,179)	\$ (649,799)

Actuarial Assumptions - The total pension liabilities in the June 30, 2020 actuarial valuations were determined using the following actuarial assumptions:

Valuation Date	June 30, 2020
Measurement Date	June 30, 2021
Actuarial Cost Method	Entry-Age Normal
Asset Valuation Method	Market Value of Assets
Actuarial Assumptions:	
Discount Rate	7.15%
Inflation	2.50%
Projected Salary Increase	(1)
Investment Rate of Return	7.15% (2)
Retirement Age	(3)
Mortality	(3)

- (1) Varies by age and service
- (2) Net of pension plan investment expenses, including inflation
- (3) Derived using CalPERS' membership data for all funds

Discount Rate - The discount rate used to measure the total pension liability was 7.15 percent for each Plan. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 7.15 percent discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 7.15 percent will be applied to all plans in the Public Employees Retirement Fund (PERF). The stress test results are presented in a detailed report that can be obtained from the CalPERS' website.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

City of Del Rey Oaks
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2022

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Asset Class (a)	Assumed Asset Allocation	Real Return Years 1 - 10 (b)	Real Return Years 11+ (c)
Global Equity	50.00%	4.80%	5.98%
Fixed Income	28.00%	1.00%	2.62%
Inflation Sensitive	0.00%	0.77%	1.81%
Private Equity	8.00%	6.30%	7.23%
Real Estate	13.00%	3.75%	4.93%
Liquidity	1.00%	0.00%	-0.92%
Total	100.00%		

- (a) In the System's ACFR, Fixed Income is included in Global Debt Securities; Liquidity is included in Short-term Investments; Inflation Assets are included in both Global Equity Securities and Global Debt Securities.
- (b) An expected inflation of 2.0% used for this period.
- (c) An expected inflation of 2.92% used for this period.

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate - The following presents the City's proportionate share of the net pension liability for the Plans, calculated using the discount rate for the Plans, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	Miscellaneous	Safety
1% Decrease	6.15%	6.15%
Net Pension Liability \$	505,624	1,294,833
Current	7.15%	7.15%
Net Pension Liability \$	211,716	640,010
1% Increase	8.15%	8.15%
Net Pension Liability \$	(31,253)	102,154

City of Del Rey Oaks
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2022

Pension Plan Fiduciary Net Position - Detailed information about each pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

NOTE 8 - OTHER POSTEMPLOYMENT BENEFITS PLAN

Plan Description - The City of Del Rey Oaks has contracted with the Public Employees Retirement System (PERS) under the PERS Care Health Plan to provide benefits of the Meyers-Geddes State Employees' Medical and Hospital Care Act per Government Code Section 22850. The Plan provides for continuation of medical insurance benefits for certain retirees or annuitants and their dependents. The Plan can be amended by action of the City Council on passing a resolution.

Benefits Provided - The City contributes toward post-retirement benefits for employees who retire after age 50 with at least 5 years of service. The City will pay the minimum CalPERS PEMHCA contribution. The monthly payment is \$139 in 2020 and \$143 in 2021 and is expected to increase further in future years. Payments are made for as long as the retired employee or dependent spouse is living.

Employees Covered by Benefit Terms - At June 30, 2019 (the valuation date), the benefit terms covered the following employees:

Active employees	15
Inactive employees	2
Total employees	17

Contributions - The City makes contributions based on an actuarially determined rate and are approved by the authority of the City's Council. Total contributions to the OPEB plan during the year were \$1,480. Total benefit payments included in the measurement period were \$1,668. The actuarially determined contribution for the measurement period was \$92,162. The City's contributions were 0.13% of covered employee payroll during the measurement period June 30, 2021 (reporting period June 30, 2022). Employees are not required to contribute to the plan. There have been no assets accumulated in a trust to provide for the benefits of this plan.

Actuarial Assumptions

Valuation Date:	June 30, 2019
Measurement Date:	June 30, 2021
Actuarial Cost Method:	Entry-Age Normal Cost Method
Amortization Period:	8.8 years
Actuarial Assumptions:	
Discount Rate	2.16%
Inflation	2.75%
Salary Increases	3.25%
Healthcare Trend Rate	4.00%
Mortality	2017 CalPERS OPEB Assumptions Model for miscellaneous
Retirement	2017 CalPERS OPEB Assumptions Model for miscellaneous public employees with 2.0% at 55 retirement.

City of Del Rey Oaks
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2022

Discount Rate - The discount rate was based on the Bond Buyer 20-bond General Obligation Index.

Changes in the Total OPEB Liability - The following summarizes the changes in the total OPEB liability during the year ended June 30, 2022, for the measurement date of June 30, 2021:

Fiscal Year Ended June 30, 2022 (Measurement Date June 30, 2021)	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability (Asset)
Balance at June 30, 2021	\$ 497,144	\$ -	\$ 497,144
Service cost	70,745	-	70,745
Interest in Total OPEB Liability	10,865	-	10,865
Changes of benefit terms	(183,330)	-	(183,330)
Balance of diff between actual and exp experience	38,296	-	38,296
Balance of changes in assumptions	5,630	-	5,630
Benefit payments	(11,016)	-	(11,016)
Net changes	(68,810)	-	(68,810)
Balance at June 30, 2022	\$ 428,334	\$ -	\$ 428,334

Covered Employee Payroll	\$ 1,313,110
Total OPEB Liability as a % of Covered Employee Payroll	32.62%
Plan Fid. Net Position as a % of Total OPEB Liability	0.00%
Service Cost as a % of Covered Employee Payroll	5.39%
Net OPEB Liability as a % of Covered Employee Payroll	32.62%

The City's plan is nonfunded, meaning there have not been assets placed into an irrevocable trust, therefore the plan fiduciary net position is zero.

Deferred Inflows and Outflows of Resources - At June 30, 2022, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between actual and expected experience	\$ 75,641	\$ -
Change in assumptions	66,226	-
OPEB contribution subsequent to measurement date	1,480	-
Totals	\$ 143,347	\$ -

Of the total amount reported as deferred outflows of resources related to OPEB, \$1,480 resulting from City contributions subsequent to the measurement date and before the end of the fiscal year will be included as a reduction of the total OPEB liability in the year ended June 30, 2023.

City of Del Rey Oaks
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2022

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year Ended June 30,	
2023	\$ 18,722
2024	18,722
2025	18,722
2026	18,720
2027	19,066
Thereafter	47,915
Total	\$ 141,867

OPEB Expense - The following summarizes the OPEB expense by source during the year ended June 30, 2022, for the measurement date of June 30, 2021:

Service cost	\$ 70,745
Interest in TOL	10,865
Difference between actual and expected experience	11,667
Change in assumptions	7,055
OPEB Expense	\$ (82,998)

The following summarizes changes in the total OPEB liability as reconciled to OPEB expense during the year ended June 30, 2022, for the measurement date of June 30, 2021:

Total OPEB liability ending	\$ 428,334
Total OPEB liability beginning	(497,144)
Change in total OPEB liability	(68,810)
Changes in deferred outflows	(25,204)
Changes in deferred inflows	-
Employer contributions and implicit subsidy	11,016
OPEB Expense	\$ (82,998)

Sensitivity to Changes in the Municipal Bond Rate - The total OPEB liability of the City, as well as what the City's total OPEB liability would be if it were calculated using a municipal bond rate (used to determine the discount rate) that is one percentage point lower or one percentage point higher, is as follows:

Municipal Bond Rate				
	(1% Decrease)	2.16%	(1% Increase)	
Total OPEB Liability	\$ 546,932	\$ 428,334	\$ 340,749	

City of Del Rey Oaks
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2022

Sensitivity to Changes in the Healthcare Cost Trend Rates - The total OPEB liability of the City, as well as what the City's total OPEB liability would be if it were calculated using healthcare cost trend rates that are one percentage point lower or one percentage point higher than current healthcare cost trend rates, is as follows:

	Trend Rate		
	(1% Decrease)	4.00%	(1% Increase)
Total OPEB Liability	\$ 345,186	\$ 428,334	\$ 538,152

NOTE 9 - COMMITMENTS AND CONTINGENCIES

A. Lawsuits

The City is presently involved in certain matters of litigation that have arisen in the normal course of conducting City business. City management believes, based upon consultation with the City Attorney, that these cases, in the aggregate, are not expected to result in a material adverse financial impact on the City. Additionally, City management believes that the City's insurance programs are sufficient to cover any potential losses should an unfavorable outcome materialize.

B. Federal and State Grant Programs

The City participates in Federal and State grant programs. These programs are audited by the City's independent accountants if required by and in accordance with the provisions of the Federal Single Audit Act Amendments of 1996 and applicable State requirements. For Federal programs, the City did not reach the level of qualifying expenditures during the current fiscal year that would require a single audit. Expenditures which may be disallowed, if any, by the granting agencies, cannot be determined at this time. The City expects such amounts, if any, to be immaterial.

NOTE 10 - INTERGOVERNMENTAL AGREEMENTS

The City has an agreement with the City of Seaside for fire protection and related services to be provided by Seaside pursuant to Government Code Section 55632. The annual fee for these services for fiscal year ending June 30, 2022 was \$214,321. Either party may cancel the agreement with at least 90 days written notice.

The City has an agreement, effective as of October 2018, with the Monterey Peninsula Airport District (Airport), a Special District, for the City to provide law enforcement services to the Airport pursuant to Government Code Sections 54981 and 55632. The City received \$774,306, a portion of the annual fee of \$1,097,408, from the Airport for the initial year, then each subsequent year the fee will be increased by 2.5% per year or 50% of known cost increases, subject to the annual true up of costs to account for actual costs incurred by the City.

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REQUIRED SUPPLEMENTARY INFORMATION

City of Del Ray Oaks
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget and Actual (GAAP Basis)
General Fund
For the Fiscal Year Ended June 30, 2022

For the Fiscal Year Ended June 30, 2022				
	Budgeted Amounts			Variance with Final Budget
	Original	Final	Actual Amounts	Positive (Negative)
REVENUES				
Taxes:				
Property taxes	\$ 716,300	\$ 723,600	\$ 740,530	\$ 16,930
Other taxes	1,978,500	2,076,500	2,188,255	111,755
Licenses and permits	91,300	96,300	94,632	(1,668)
Reimbursements	1,000	1,000	1,112	112
Fines, forfeits and penalties	5,200	5,200	3,668	(1,532)
Grants	128,700	321,879	280,338	(41,541)
Current services	1,130,250	1,172,250	1,211,443	39,193
Parks and recreation	72,000	74,100	97,060	22,960
Other	42,800	102,700	104,508	1,808
Total Revenues	4,166,050	4,573,529	4,721,546	148,017
EXPENDITURES				
Payroll and benefits	2,422,710	2,577,010	2,506,392	70,618
Office and Supplies	120,450	126,280	96,320	29,960
Utility and services	150,300	153,000	118,461	34,539
Other services	74,800	74,400	68,599	5,801
Outside services	782,100	831,100	760,302	70,798
Auto ops	55,000	56,000	54,200	1,800
Police and fire	208,700	224,400	224,296	104
Streets and storm water	23,300	23,300	20,518	2,782
Capital improvement	-	-	-	-
Debt service				
Principal	20,700	30,000	7,826	22,174
Interest and fiscal charges	-	-	32,784	(32,784)
Total Expenditures	3,858,060	4,095,490	3,889,698	205,792
Excess (Deficiency) of Revenues over Expenditures	307,990	478,039	831,848	353,809
OTHER FINANCING SOURCES (USES)				
Transfers in	-	-	-	-
Transfers out	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-
Net Change in Fund Balances	\$ 307,990	\$ 478,039	831,848	\$ 353,809
Fund Balances - Beginning of Year			11,177,160	
Prior Period Adjustments - GASB 87, Leases			24,167	
Fund Balance - Beginning of Year, as Adjusted			11,201,327	
Fund Balances Ending			\$ 12,033,175	

The City employs budget control by object codes and by individual appropriation accounts. Budgets are prepared on the modified accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America as prescribed by the Governmental Accounting Standards Board. The budgets are revised during the year by the City Council to provide for revised priorities. Expenditures cannot legally exceed appropriations by major object code. The originally adopted and final revised budgets for the General Fund are presented as Required Supplementary Information. The basis of budgeting is the same as GAAP. The expenditures noted above in excess of appropriations were covered by fund balance, appropriations available in other categories, or revenues in excess of budget.

City of Del Rey Oaks
Schedule of Pension Plan Contributions
For the Fiscal Year Ended June 30, 2022

Fiscal Year Ended	2015	2016	2017	2018	2019	2020	2021	2022
Contractually Required Contributions	\$ 33,822	\$ 44,939	\$ 37,901	\$ 34,721	\$ 23,757	\$ 25,884	\$ 16,607	\$ 125,005
Contributions in Relation to Contractually Required Contributions	33,822	44,939	37,901	34,721	23,757	25,884	16,607	125,005
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered Payroll	\$ 368,033	\$ 374,374	\$ 296,535	\$ 297,685	\$ 434,368	\$ 322,853	\$ 385,980	\$ 401,325
Contributions as a % of Covered Payroll	9.19%	12.00%	12.78%	11.66%	5.47%	8.02%	4.30%	31.15%
Safety Plan								
Plan Measurement Date	2014	2015	2016	2017	2018	2019	2020	2021
Fiscal Year Ended	2015	2016	2017	2018	2019	2020	2021	2022
Contractually Required Contributions	\$ 121,758	\$ 185,949	\$ 162,246	\$ 149,453	\$ 79,875	\$ 75,687	\$ 110,590	\$ 125,293
Contributions in Relation to Contractually Required Contributions	121,758	185,949	162,246	149,453	79,875	75,687	110,590	125,293
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered Payroll	\$ 483,025	\$ 500,535	\$ 426,293	\$ 301,916	\$ 803,799	\$ 464,127	\$ 964,824	\$ 1,105,926
Contributions as a % of Covered Payroll	25.21%	37.15%	38.06%	49.50%	9.94%	16.31%	11.46%	11.33%

Notes to Schedule:

Valuation Date: June 30, 2020

Assumptions Used: Entry Age Method used for Actuarial Cost Method
Level Percentage of Payroll and Direct Rate Smoothing
3.8 Years Remaining Amortization Period
Inflation Assumed at 2.50%

Investment Rate of Returns set at 7.00%

CalPERS mortality table based on CalPERS' experience and include 15 years of projected ongoing mortality improvement using 90 percent of Scale MP 2016 published by the Society of Actuaries.

Fiscal year 2015 was the first year of implementation, therefore only eight years are shown.

The CalPERS discount rate was increased from 7.50% to 7.65% in fiscal year 2016, and then to 7.15% in 2018.

The CalPERS mortality assumptions was adjusted in fiscal year 2019.

City of Del Rey Oaks
Schedule of Proportionate Share of Net Pension Liabilities
For the Fiscal Year Ended June 30, 2022

Miscellaneous and Safety Plan Fiscal Year Ended	2015	2016	2017	2018	2019	2020	2021	2022
Proportion of Net Pension Liability (Safety and Misc)	0.02058%	0.01585%	0.01592%	0.01564%	0.01561%	0.01546%	0.01548%	0.01575%
Proportionate Share of Net Pension Liability	\$ 1,280,369	\$ 1,088,059	\$ 1,377,408	\$ 1,551,296	\$ 1,504,158	\$ 1,584,252	\$ 1,683,831	\$ 851,727
Covered Payroll	\$ 853,661	\$ 851,058	\$ 874,909	\$ 722,828	\$ 599,601	\$ 1,238,167	\$ 786,980	\$ 1,350,804
Proportionate Share of NPL as a % of Covered Payroll	149.99%	127.85%	157.43%	214.61%	250.86%	127.95%	213.96%	63.05%
Plan's Fiduciary Net Position as a % of the TPL	79.31%	76.30%	75.12%	75.25%	75.63%	75.80%	75.17%	87.99%

Fiscal year 2015 was the first year of implementation, therefore only eight years are shown.

The CalPERS discount rate was increased from 7.50% to 7.65% in fiscal year 2016, and then to 7.15% in 2018.

The CalPERS mortality assumptions was adjusted in fiscal year 2019.

City of Del Rey Oaks
Schedule of Changes in Total OPEB Liability
For the Fiscal Year Ended June 30, 2022

Fiscal Year Ended	2018	2019	2020	2021	2022
Total OPEB liability					
Service cost	\$ 9,840	\$ 8,537	\$ 8,242	\$ 49,908	\$ 70,745
Interest	7,961	9,288	9,987	11,770	10,865
Changes of benefit terms	-	-	-	-	(183,330)
Differences between expected and actual experience	-	-	63,643	-	38,296
Changes of assumptions	(33,928)	(12,049)	4,378	103,454	5,630
Benefit payments	(770)	(6,774)	(7,542)	(8,523)	(11,016)
Implicit subsidy fulfilled	-	-	-	-	-
Net change in Total OPEB Liability	(16,897)	(998)	78,708	156,609	(68,810)
Total OPEB Liability - beginning	279,722	262,825	261,827	340,535	497,144
Total OPEB Liability - ending	<u>\$ 262,825</u>	<u>\$ 261,827</u>	<u>\$ 340,535</u>	<u>\$ 497,144</u>	<u>\$ 428,334</u>
Plan fiduciary net position					
Net change in plan fiduciary net position	\$ -	\$ -	\$ -	\$ -	\$ -
Plan fiduciary net position - beginning	-	-	-	-	-
Plan fiduciary net position - ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Net OPEB liability (asset)	\$ 262,825	261,827	340,535	497,144	428,334
Plan fiduciary net position as a percentage of the total OPEB liability	0.00%	0.00%	0.00%	0.00%	0.00%
Covered Employee Payroll	\$ 977,093	\$ 953,262	\$ 1,080,538	\$ 1,308,070	\$ 1,313,110
Net OPEB liability as a percentage of covered employee payroll	26.90%	27.47%	31.52%	38.01%	32.62%
Total OPEB liability as a percentage of covered employee payroll	26.90%	27.47%	31.52%	38.01%	32.62%

Other Notes

GASB 75 requires a schedule of contributions for the last ten fiscal years, or for as many years as are available if less than ten years are available. GASB 75 was adopted as of June 30, 2018.

There were not changes in benefit terms.

The discount rate was decrease from 3.87% to 3.50% in fiscal year 2020, down to 2.21% in 2021, and down to 2.16% in 2022.

The salary increases increased from 3.00% to 3.25% in fiscal year 2020.

The mortality rates were updated to the 2017 CalPERS OPEB Assumptions model.

City of Del Rey Oaks
Notes to the Required Supplementary Information
For the Fiscal Year Ended June 30, 2022

NOTE 1 - BUDGETARY DATA

The City Council adopts an annual legal budget for the General Fund and the SBR Special Revenue Fund. All appropriations lapse at fiscal year end and then are rebudgeted for the coming fiscal year. Encumbrance accounting is not used. The budgets are prepared on the modified accrual basis of accounting, which is consistent with generally accepted accounting principles.

A mid-year budget review is performed and the budget is amended by passage of a resolution. Additional appropriations or interfund transfers not included in the amended budget resolution must be approved by the City Council.



SUPPLEMENTARY INFORMATION

City of Del Ray Oaks
Combining Balance Sheet
Nonmajor Governmental Funds
June 30, 2022

	Special Revenue Funds				
	Gas Tax Fund	SB 1 Fund	Measure X Fund	CARES Act Fund	FORA Habitat Management Fund
ASSETS					
Cash and investments	\$ 63,986	\$ 97,356	\$ 95,971	\$ -	\$ 744,709
Receivables:					
Taxes	3,212	5,488	18,568	-	-
Total assets	<u>\$ 67,198</u>	<u>\$ 102,844</u>	<u>\$ 114,539</u>	<u>\$ -</u>	<u>\$ 744,709</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES					
Liabilities:					
Accounts payable	\$ 1,048	\$ -	\$ -	\$ -	\$ 1,137
Total liabilities	<u>1,048</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,137</u>
FUND BALANCES					
Restricted:					
Streets and roads	\$ 66,150	\$ 102,844	\$ 114,539	\$ -	\$ -
Habitat management	-	-	-	-	743,572
Capital projects	-	-	-	-	-
Covid-19 recovery	-	-	-	-	-
Total fund balances	<u>\$ 66,150</u>	<u>\$ 102,844</u>	<u>\$ 114,539</u>	<u>\$ -</u>	<u>\$ 743,572</u>

City of Del Ray Oaks
Combining Balance Sheet
Nonmajor Governmental Funds
June 30, 2022

	Special Revenue			
	Funds	Capital Project Funds		
	ARPA Fund	SBR Engineering Fund	SBR/GJM Intersection Fund	Total Nonmajor Governmental Funds
ASSETS				
Cash and investments	\$ 189,014	\$ 505,830	\$ 1,056,168	\$ 2,753,034
Receivables:				
Taxes	-	-	-	27,268
Total assets	<u>\$ 189,014</u>	<u>\$ 505,830</u>	<u>\$ 1,056,168</u>	<u>\$ 2,780,302</u>
LIABILITIES, DEFERRED II RESOURCES AND FUND I				
Liabilities:				
Accounts payable	\$ -	\$ -	\$ -	\$ 2,185
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,185</u>
FUND BALANCES				
Restricted:				
Streets and roads	\$ -	\$ -	\$ -	\$ 283,533
Habitat management	189,014	-	-	932,586
Capital projects	-	505,830	1,056,168	1,561,998
Covid-19 recovery	-	-	-	-
Total fund balances	<u>\$ 189,014</u>	<u>\$ 505,830</u>	<u>\$ 1,056,168</u>	<u>\$ 2,778,117</u>

City of Del Ray Oaks
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances
Nonmajor Governmental Funds
For the Fiscal Year Ended June 30, 2022

	Special Revenue Funds				
	Gas Tax Fund	SB 1 Fund	Measure X Fund	CARES Act Fund	FORA Habitat Management Fund
REVENUES					
Taxes:					
Sales tax	\$ -	\$ -	\$ 110,250	\$ -	\$ -
Other taxes	-	34,180	-	-	-
Intergovernmental revenues	43,179	-	-	-	-
Total Revenues	<u>43,179</u>	<u>34,180</u>	<u>110,250</u>	<u>-</u>	<u>-</u>
EXPENDITURES					
Current:					
General government	-	-	-	-	-
Public works	24,593	-	-	-	-
Community development	-	-	-	-	31,632
Capital outlay	-	34,675	-	-	-
Debt service					
Principal	-	-	72,815	-	-
Interest and fiscal charges	-	-	23,205	-	-
Total Expenditures	<u>24,593</u>	<u>34,675</u>	<u>96,020</u>	<u>-</u>	<u>31,632</u>
Excess (Deficiency) of Revenues over Expenditures	<u>18,586</u>	<u>(495)</u>	<u>14,230</u>	<u>-</u>	<u>(31,632)</u>
OTHER FINANCING SOURCES (USES)					
Transfers in	-	-	-	-	-
Transfers out	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balances	18,586	(495)	14,230	-	(31,632)
Fund Balances Beginning	47,564	103,339	100,309	-	775,204
Prior Period Adjustments - see note 12	-	-	-	-	-
Fund Balances - Beginning of Year, as Adjusted	47,564	103,339	100,309	-	775,204
Fund Balances Ending	<u>\$ 66,150</u>	<u>\$ 102,844</u>	<u>\$ 114,539</u>	<u>\$ -</u>	<u>\$ 743,572</u>

City of Del Ray Oaks
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances
Nonmajor Governmental Funds
For the Fiscal Year Ended June 30, 2022

	Special Revenue			
	Funds	Capital Projects Funds		Total
	ARPA Fund	SBR Engineering Fund	SBR/GJM Intersection Fund	Nonmajor Governmental Funds
REVENUES				
Taxes:				
Sales tax	\$ -	\$ -	\$ -	\$ 110,250
Other taxes	-	-	-	34,180
Intergovernmental revenues	197,835	-	-	241,014
Total Revenues	<u>197,835</u>	<u>-</u>	<u>-</u>	<u>385,444</u>
EXPENDITURES				
Current:				
General government	3,537	-	-	3,537
Public works	-	-	-	24,593
Community development	-	-	-	31,632
Capital outlay	5,284	-	-	39,959
Debt service				
Principal	-	-	-	72,815
Interest and fiscal charges	-	-	-	23,205
Total Expenditures	<u>8,821</u>	<u>-</u>	<u>-</u>	<u>195,741</u>
Excess (Deficiency) of Revenues over Expenditures	<u>189,014</u>	<u>-</u>	<u>-</u>	<u>189,703</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	-	-	-	-
Transfers out	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balances	189,014	-	-	189,703
Fund Balances Beginning	-	505,830	1,056,168	2,588,414
Prior Period Adjustments - see note 12	-	-	-	-
Fund Balances - Beginning of Year, as Adjusted	-	505,830	1,056,168	2,588,414
Fund Balances Ending	<u>\$ 189,014</u>	<u>\$ 505,830</u>	<u>\$ 1,056,168</u>	<u>\$ 2,778,117</u>

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OTHER INDEPENDENT AUDITOR'S REPORT



Chavan and Associates, LLP
Certified Public Accountants

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF THE FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Honorable Mayor and Members of the
City Council of the City of Del Rey Oaks
Del Rey Oaks, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of City of Del Rey Oaks (the "City") as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise City's basic financial statements, and have issued our report thereon dated April 10, 2023.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of City's internal control. Accordingly, we do not express an opinion on the effectiveness of City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

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Chavan and Associates, LLP
Certified Public Accountants

Compliance and Other Matters

As part of obtaining reasonable assurance about whether City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

C & A LLP

April 10, 2023
Morgan Hill, California

City of Del Rey Oaks
Schedule of Findings and Responses
For the Fiscal Year Ended June 30, 2022

Current Year Findings:

None Noted

Status of Prior Year Findings:

None Noted



CITY OF DEL REY OAKS

Staff Report

TO: Honorable Mayor and Council Members

FROM: John Guertin, City Manager

BY: Roberto Moreno, RGS Senior Advisor

DATE: May 23, 2023

SUBJECT: Presentation on the Draft Budget for Fiscal Year 2023-24

Attached for discussion and direction is the Draft Budget for Fiscal Year 2023-24. The Proposed FY 2022-23 budget reflects a minimal increase in revenues as the City returns to more normal business cycle post pandemic. The operating expenditures essentially reflect a status quo budget.

All Funds Budget Summary and Discussion

This table below shows the City's budget by fund. All funds are balanced.

City of Del Rey Oaks					
FY 2023-24 Budget Summary by Fund					
Estimated					
Fund	Fund Balance 6/30/2023	Estimated Revenues	Appropriations	Surplus (Deficit)	Est. Fund Bal. 6/30/2024
<u>100 General Fund</u>					
<u>Available</u>					
Unassigned-Economic Uncertainty	1,652,182.00				1,652,182
Unappropriated	1,161,008.00				1,231,688
Available Fund Balance	<u>2,813,190.00</u>	4,574,900	(4,504,220)	70,680	<u>2,883,870.00</u>
<u>Special Revenue Funds</u>					
210 Gas Tax Fund	90,850.00	49,700	(25,000)	24,700	115,550
211 SB1 Fund	59,744.00	36,900	-	36,900	96,644
212 Measure X	14,539.00	92,000	(92,000)	-	14,539
221 FORA Habitat Management Fund	743,570.00	-	-	-	743,570
223 ARPA Fund	117,706.00	-	-	-	117,706
<u>Capital Project Funds</u>					
301 Capital Projects Fund	-			-	-
322 SBR/GJM Intersection Fund	1,056,168.00			-	1,056,168
323 SBR Construction Fund	7,268,813.00	-	-	-	7,268,813
Total All Funds	<u>12,164,580.00</u>	<u>4,753,500</u>	<u>(4,621,220)</u>	<u>132,280</u>	<u>12,296,860</u>

The **General Fund** is balanced as presented with a minimal surplus to be budgeted.

The following Special Revenue Funds are used to account for funds as required by law or agreement. These monies can be used only for specific purposes as noted below.

The **Gas Tax Fund** is used to account for gas tax revenues received. For FY 2023-24, the fund shows a surplus of \$24,700. These funds can be used only for street maintenance and repair purposes. The City uses these monies for street sweeping and street lighting. The surplus funds are available to be used as a match for grants or built up for a major street project..

The **SB1 Fund** is used to account for gas tax revenues generated under SB1 otherwise known as the Road Rehabilitation Maintenance Act which can be spent only on street related purposes. For FY 23-24 staff is working on developing a project for the use of the \$96,644 estimated fund balance.

The **Measure X Fund** was used in 2018-19 to pay for the major street improvements for which the city borrowed against its future share of Measure X revenues. In 2018-19 the City received an advance of \$861,300 of future Measure X revenues to pay for the City's largest street improvement project budgeted at \$1.2 million. Over the next 10 years, TAMC will withhold the City's Measure X allocation to repay the advance, therefore the City will not receive any additional Measure X funds until the \$861,300 advance is paid in full. Measure X is administered by TAMC.

The funds are reflected on the City's budget even though the City does not receive the monies, in order to track the amounts that are being paid toward the Measure X Loan.

The **FORA Habitat Fund** is used to account for the monies received from FORA for the habitat management program the City agreed to manage. The funds can be spent only for this purpose.

The American Rescue Plan Act (**ARPA**) **Fund** is used to account for the \$395,672 in federal monies the City is received. The budget process will consider appropriation of the \$117,706 remaining of these one-time monies.

The following Capital Project Funds are used to account for funds as required by law or agreement for major capital improvements. These monies can be used only for specific purposes as noted below.

The **Capital Projects Fund** is a new fund to account for the City's major capital projects. The budget process will deliberate on how much of the General Fund fund balance should be used to fund the City's upcoming major construction projects.

The **SBR/GJM Intersection Construction Fund** is used to account for the monies received from FORA for the construction of the Intersection at South Boundary Road (SBR) and General Jim Moore Road which is presently on hold.

The **SBR Construction Fund** is used to account for the monies received from FORA for the construction of South Boundary Road.

General Fund Budget

As shown on the attached General Fund Budget Summary the FY 23-24 Operating Draft Budget is a status quo budget with a 4% increase in revenues and a 3.7% increase in expenditures.

Major Points

- Personnel costs reflect a 5% COLA for all staff.
- \$30,000 is proposed for grant writing services.
- The Housing Element update is proposed to be funded in the new Capital Projects Fund since it is a one-time cost. It will be funded from the General Fund fund balance.
- Police staffing continues at 10 positions, which reflects one vacancy.

Major Changes in Proposed Budget

The FY 2023-24 proposed budget is essentially a status-quo budget with the following changes.

- Personnel costs are budgeted based on the following assumptions:
 - 5% Cost-of-Living increase for all staff.
 - Keeping one police officer position vacant
- \$30,000 is proposed for grant writing services.
- The Housing Element update is proposed to be funded in the new Capital Projects Fund since it is a one-time cost. It will be funded from the General Fund fund balance.

Use of General Fund Fund Balance

At June 30, 2021, the General Fund had an available fund balance of \$1,920,736 of which \$1,652,182 was reserved by Council for Economic Uncertainties. The following table shows the estimated future available fund balance:

<u>Date</u>	<u>Amount</u>	
06/30/21	\$1,920,736	Actual
06/30/22	\$2,754,590	Actual
06/30/23	\$2,813,190	Projected

In recent years, the City Council prioritized the use of any year-end fund balance as follows: \$150,000 annually in the Section 115 Trust for CalPERS retirement and any additional fund balance was added to the Economic Uncertainty Fund. Since 2020, the

fund balance has not been allocated to allow for flexibility in responding to economic impacts from the pandemic.

RECOMMENDATION

Receive the Draft Budget for Fiscal Year 2023-24 presentation and provide direction on any changes to be made prior to adoption in June.

CONCLUSION

The Council's direction will continue a positive economic strategic path for the City of Del Rey Oaks.

Respectfully submitted,

John Guertin
City Manager

City of Del Rey Oaks

FY 2024 Proposed Budget-General Fund Summary

	Current Year Actual 04/30/2023	FY 2023 Current Budget	FY 2024 Proposed Budget	Increase/ (Decrease)	Percent Change
GENERAL FUND SUMMARY					
Revenue:					
Property Taxes	763,298	738,700	767,700	29,000	3.9%
Sales Tax	1,099,048	1,253,000	1,313,000	60,000	4.8%
Other Taxes	416,468	503,300	487,500	(15,800)	-3.1%
Licenses and Permits	276,357	311,300	286,300	(25,000)	-8.0%
Fines and Forfeitures	2,926	5,200	5,200	-	0.0%
Other Revenue	42,771	37,200	37,200	-	0.0%
Grants	188,663	177,700	200,900	23,200	13.1%
Airport Police Services	899,292	1,211,250	1,290,400	79,150	6.5%
Current Services	146,564	162,700	186,700	24,000	14.8%
Total Estimated Revenue	3,835,387	4,400,350	4,574,900	174,550	4.0%
Expenditures:					
Council	21,644	33,600	33,700	100	0.3%
City Clerk	315,761	435,260	435,400	140	0.0%
City Manager	239,935	291,960	296,800	4,840	1.7%
Audit/Treasurer	148,463	227,200	260,200	33,000	14.5%
Legal	88,101	201,500	201,500	-	0.0%
Planning & Building	108,664	108,240	105,400	(2,840)	-2.6%
Government Buildings	9,098	22,100	19,100	(3,000)	-13.6%
Non-Departmental	26,977	33,640	34,500	860	2.6%
Police	2,086,842	2,465,900	2,552,920	87,020	3.5%
Fire/Animal Control	164,327	219,100	227,600	8,500	3.9%
Public Works/Streets	219,272	258,750	293,600	34,850	13.5%
Parks/Recreation	39,393	44,500	43,500	(1,000)	-2.2%
Total FY 2024 Budget	3,468,477	4,341,750	4,504,220	162,470	3.7%
Net Surplus(Deficit)	366,910	58,600	70,680	12,080	

City of Del Rey Oaks

FY 2024 Proposed Budget

	Current Year Actual 04/30/2023	FY 2023 Current Budget	FY 2024 Proposed Budget	Increase/ (Decrease)	Percent Change
100 - General Fund					
Revenue					
Non Department Specific					
P/T-Secured	531,578	520,200	531,000	10,800	
P/T-Unsecured	24,140	24,000	24,500	500	
P/T-Prior Secured	3,806	6,000	6,100	100	
Prior Unsecured	-	100	100	-	
P/T-Unitary Tax	10,529	8,600	10,000	1,400	
P/T-Supplemental Roll (SB813)	13,082	12,000	12,200	200	
Property Tax - VLF	179,366	167,000	183,000	16,000	
Prop/Tax-Interest/Penalty	797	800	800	-	
Sales Tax	320,787	450,000	470,000	20,000	
Sales Tax - Add On (Measure S-1% of Local Sales Tax)	778,261	803,000	562,000	(241,000)	
Sales Tax - Add On (Measure R-1% of Local Sales Tax)			281,000	281,000	
Cannabis Tax	82,850	120,000	99,000	(21,000)	
Transient Occupancy Tax	141,610	190,000	190,000	-	
Property Transfer Tax	-	5,000	5,000	-	
Sewer Impact	20,766	15,000	15,000	-	
Business Licenses	205,750	215,000	210,000	(5,000)	
Gas Franchises	8,071	5,800	8,000	2,200	
Electric Franchises	21,570	18,500	21,500	3,000	
Garbage Franchises	98,003	100,000	100,000	-	
Cable Tv Franchises	20,733	26,000	26,000	-	
Water Franchises	22,865	23,000	23,000	-	
SB1186 Disability Access Fund	1,598	1,000	1,000	-	
SB1473 Environmental Assessment Fee	55	100	100	-	
Building Permits	35,449	40,000	40,000	-	
Cannabis Business Permit	15,089	30,000	10,000	(20,000)	
Plan Check Fees	13,494	17,000	17,000	-	
Street Opening Permits Fees	3,000	5,000	5,000	-	
Plumbing Permits	2,375	1,600	1,600	-	
Electrical Permits	750	1,600	1,600	-	
Other Licenses/Permits	395	1,000	1,000	-	
Fines & Forfeitures	35	200	200	-	
Vehicle Code Fines	2,891	5,000	5,000	-	
Interest Earned	6,247	10,000	10,000	-	
Rental Income - Garden Ctr	30,000	36,000	36,000	-	
Rental Income - Airport RV	29,000	35,000	35,000	-	

City of Del Rey Oaks

FY 2024 Proposed Budget

	Current Year Actual 04/30/2023	FY 2023 Current Budget	FY 2024 Proposed Budget	Increase/ (Decrease)	Percent Change
Rental Income - PW Bldg	13,000	-	24,000	24,000	
HOPTR	1,030	1,200	1,200	-	
Vehicle License Collection	2,680	-	-	-	
COPS	148,605	165,200	165,200	-	
AMBAG REAP Grant - Housing Element	7,756	-	-	-	
HCD LEAP Grant - Housing Element	15,524	-	-	-	
SB1383 Organics Recycling	6,292	-	20,200	20,200	
Prop 172	25,086	25,000	25,000	-	
Wellness Program	7,500	7,500	7,500	-	
Police Grants Other Agencies	-	5,000	5,000	-	
POST Reimbursements	2,986	-	3,000	3,000	
Police Reports	375	1,000	1,000	-	
Police Services	29,050	48,000	48,000	-	
Public Events	-	5,000	5,000	-	
Use Permits	27,590	20,000	20,000	-	
Maps/Publications	-	100	100	-	
Property Inspections	3,000	4,500	4,500	-	
Miscellaneous Revenue	10,499	10,000	10,000	-	
Donations	-	-	-	-	
Rental - Park	4,050	3,100	3,100	-	
Miscellaneous Refunds	6,130	-	-	-	
Restitution	-	-	-	-	
Total Non Department Specific	2,936,095	3,189,100	3,284,500	95,400	
Police					
Airport Police Services	899,292	1,211,250	1,290,400	79,150	
Total Police	899,292	1,211,250	1,290,400	79,150	
Total Revenue	3,835,387	4,400,350	4,574,900	174,550	4.0%
Expense					
Council					
Council Member Stipend	6,150	9,000	9,000	-	
Medicare	89	200	200	-	
Social Security	381	-	500	500	
Unemployment Ins-Fed & State	60	-	100	100	
Dental Expense	4,022	7,400	11,400	4,000	
Member/Dues/Contributions	5,117	2,000	4,000	2,000	
Strategic Planning	1,300	12,000	5,000	(7,000)	
Travel Expenses	4,525	3,000	3,500	500	
Total Council	21,644	33,600	33,700	100	0.3%

City of Del Rey Oaks

FY 2024 Proposed Budget

	Current Year Actual 04/30/2023	FY 2023 Current Budget	FY 2024 Proposed Budget	Increase/ (Decrease)	Percent Change
City Clerk					
Payroll	114,560	142,800	149,600	6,800	
Temp Payroll	-	10,000	10,000	-	
Overtime	8,906	20,000	20,000	-	
PERS UAL	38,622	40,000	36,900	(3,100)	
PERS Retirement	7,419	11,700	13,800	2,100	
Medicare	1,703	2,100	2,200	100	
Social Security	-	-	-	-	
Unemployment Ins-Fed & State	196	-	200	200	
Dental Expense	1,716	3,400	3,200	(200)	
Health Insurance	36,905	47,200	60,500	13,300	
Health Insurance -Retiree	-	1,860	1,800	(60)	
Vision Ins	245	500	500	-	
Workers Comp	11,091	7,900	9,100	1,200	
Wellness Program	1,155	1,100	1,000	(100)	
Materials/Supply	10,186	16,300	16,300	-	
Office Supplies	5,241	11,200	11,200	-	
Repair/Maintenance	2,805	3,000	3,000	-	
Telephone	5,345	7,680	7,700	20	
Internet	-	-	-	-	
Website Design & Maintenance	347	3,800	3,800	-	
Postage / Shipping	4,195	2,400	4,000	1,600	
Training	718	5,000	5,000	-	
Liability & Property Insurance	13,266	14,900	17,600	2,700	
Contract Services - IT	6,319	5,000	6,000	1,000	
HR Services-RGS	51	31,500	31,500	-	
Organic Waste Regs Services (SB1383)	25,614	12,000	-	(12,000)	
Agenda Management System	-	4,920	5,000	80	
Document Management System	-	1,500	1,500	-	
Municipal Code Service	5,878	10,000	10,000	-	
Records Retention Services	-	5,000	-	(5,000)	
Member/Dues/Contributions	809	1,000	1,000	-	
Election Cost	12,469	8,500	-	(8,500)	
Furniture, Equipment & Vehicles	-	3,000	3,000	-	
Total City Clerk	315,761	435,260	435,400	140	0.0%
City Manager					
Payroll	156,760	187,000	192,500	5,500	
PERS UAL	893	900	1,000	100	
PERS Retirement	9,258	13,100	14,800	1,700	

City of Del Rey Oaks

FY 2024 Proposed Budget

	Current Year Actual 04/30/2023	FY 2023 Current Budget	FY 2024 Proposed Budget	Increase/ (Decrease)	Percent Change
Medicare	2,269	2,500	2,800	300	
Unemployment Ins-Fed & State	77	-	100	100	
Dental Expense	1,740	1,700	1,600	(100)	
Health Insurance	32,091	23,600	30,200	6,600	
Vision Ins	296	200	200	-	
Workers Comp	11,191	9,700	11,700	2,000	
Wellness Program	-	500	500	-	
Admin Leave	-	7,000	-	(7,000)	
Auto Allowance	4,361	5,400	5,400	-	
Office Supplies	126	1,530	1,500	(30)	
Liability & Property Insurance	14,327	18,200	22,700	4,500	
Member/Dues/Contributions	1,159	3,500	3,500	-	
Books and Periodicals	-	300	300	-	
Travel Expenses	387	8,000	8,000	-	
Contingency	5,000	8,830	-	(8,830)	
Total City Manager	239,935	291,960	296,800	4,840	1.7%
Audit/Treasurer					
Dental Expense	20	-	-	-	
ADP Payroll Fees	1,000	7,100	3,500	(3,600)	
Bank Service Charges	4,625	1,000	4,600	3,600	
Grant Writing Services			30,000	30,000	
Accounting Software	3,881	3,600	3,600	-	
Annual Audit	11,812	31,000	34,000	3,000	
Actuarial Services	-	4,500	4,500	-	
Accounting Services-RGS	127,125	180,000	180,000	-	
Total Audit/Treasurer	148,463	227,200	260,200	33,000	14.5%
Legal					
Legal Services	87,424	200,000	200,000	-	
Legal Advert	677	1,500	1,500	-	
Total Legal	88,101	201,500	201,500	-	0.0%
Planning & Building Regulation					
Economic Development Services	7,656	30,000	20,000	(10,000)	
Planning Services	51,588	40,000	40,000	-	
Contract Services - Housing Element	8,965	-	-	-	
Building Inspections Services	39,957	30,240	32,400	2,160	
Engineering Services	-	5,000	5,000	-	
Code Enforcement Services	498	-	5,000	5,000	
Member/Dues/Contributions	-	-	-	-	
Travel Expenses	-	3,000	3,000	-	

City of Del Rey Oaks

FY 2024 Proposed Budget

	Current Year Actual 04/30/2023	FY 2023 Current Budget	FY 2024 Proposed Budget	Increase/ (Decrease)	Percent Change
Total Planning & Building Regulation	108,664	108,240	105,400	(2,840)	-2.6%
Government Buildings					
Repair/Maintenance	6,948	20,000	16,100	(3,900)	
Janitorial Services	2,150	2,100	3,000	900	
Total Government Buildings	9,098	22,100	19,100	(3,000)	-13.6%
Non-Departmental					
Materials/Supply	3,029	6,120	6,200	80	
Telephone	67	1,120	1,000	(120)	
Liability & Property Insurance	12,067	12,100	13,000	900	
Member/Dues/Contributions	11,625	13,000	13,000	-	
Misc Expenses	-	1,000	1,000	-	
S.M.I.P.	140	200	200	-	
Sb 1473	49	100	100	-	
Total Non-Departmental	26,977	33,640	34,500	860	2.6%
Police					
Payroll	811,336	1,026,100	1,081,000	54,900	
Overtime	124,889	170,000	154,000	(16,000)	
Reserves Payroll	68,415	77,000	80,000	3,000	
PERS UAL - After 06/30/18	-	6,100	1,000	(5,100)	
PERS UAL	105,353	105,400	102,000	(3,400)	
PERS Retirement	83,066	127,500	136,500	9,000	
PERS 457 Expense	24,900	36,000	32,400	(3,600)	
Medicare	14,576	14,900	15,700	800	
Social Security	3,836	-	1,600	1,600	
Unemployment Ins-Fed & State	10,443	-	10,500	10,500	
Dental Expense	10,990	19,400	17,900	(1,500)	
Health Insurance	214,880	241,900	296,400	54,500	
Health Insurance -Retiree (OPEB)	1,587	1,800	2,000	200	
Vision Ins	1,984	2,900	2,900	-	
Workers Comp	166,139	212,800	172,400	(40,400)	
Wellness Program	2,440	5,300	5,300	-	
Uniform Allowance	4,250	10,000	10,000	-	
Deferred Comp			-	-	
Admin Leave	-	-	-	-	
Materials/Supply	51,475	45,000	45,000	-	
Ammunition	4,932	5,000	5,000	-	
Office Supplies	3,122	3,000	3,000	-	
PD Safety Equip Lease - Principal	8,039	24,300	24,300	-	
PD Safety Equip Lease - Interest	674	1,000	1,000	-	

City of Del Rey Oaks

FY 2024 Proposed Budget

	Current Year Actual 04/30/2023	FY 2023 Current Budget	FY 2024 Proposed Budget	Increase/ (Decrease)	Percent Change
Auto Ops - Supplies / Equip	1,371	2,500	2,500	-	
Auto Ops - Fuel	24,515	30,000	30,000	-	
Repair/Maintenance	10,223	14,000	14,000	-	
Telephone	18,451	14,000	14,000	-	
Internet	868	2,500	2,500	-	
Annual Maintenance-Records Manageme	6,014	3,400	6,020	2,620	
Annual Maintenance	3,276	3,400	3,400	-	
Annual Maintenance-MDT (Mobile Data Terminals)			3,300	3,300	
Postage / Shipping	378	500	500	-	
Training	9,725	15,000	15,000	-	
Liability & Property Insurance	120,653	111,800	127,100	15,300	
Annual Audit	-	4,500	4,500	-	
Contract Services - IT	6,550	6,000	6,000	-	
HR Services-RGS	-	3,000	3,000	-	
Janitorial Services	2,150	2,000	3,000	1,000	
911- Radio Dispatch	73,530	73,300	58,500	(14,800)	
911-Inform MDT Terminal Service			1,500	1,500	
911-Notification System			400	400	
911-NGEN O & M			8,000	8,000	
911-NGEN Debt			5,200	5,200	
Auto Repair/Maintenance	12,170	14,000	14,000	-	
Animal Regulation	-	500	500	-	
Fund Jail & Prisoner	-	200	200	-	
ACJIS System Police	7,318	9,000	9,000	-	
Law Enforcement Wellness App			-	-	
Personnel Recruit & Pre-Employment	1,821	3,000	3,000	-	
Member/Dues/Contributions	4,480	4,000	4,000	-	
Books and Periodicals	631	900	900	-	
Travel Expenses	14,207	13,000	13,000	-	
Equipment	51,185	-	-	-	
Total Police	2,086,842	2,465,900	2,552,920	87,020	3.5%
Fire/Animal Control					
Fire Seaside	164,327	219,100	227,600	8,500	
Total Fire/Animal Control	164,327	219,100	227,600	8,500	3.9%
Public Works/Streets					
Payroll	67,594	79,700	91,600	11,900	
Overtime	-	3,000	3,000	-	
PERS UAL	893	1,000	1,000	-	
PERS Retirement	4,300	6,000	7,100	1,100	

City of Del Rey Oaks

FY 2024 Proposed Budget

	Current Year Actual 04/30/2023	FY 2023 Current Budget	FY 2024 Proposed Budget	Increase/ (Decrease)	Percent Change
Medicare	976	1,200	1,400	200	
Unemployment Ins-Fed & State	77	-	100	100	
Dental Expense	1,143	1,700	1,600	(100)	
Health Insurance	24,685	23,600	30,300	6,700	
Vision Ins	165	300	300	-	
Workers Comp	4,578	4,400	5,600	1,200	
Wellness Program	614	500	500	-	
Materials/Supply	10,842	16,500	16,500	-	
Office Supplies	500	1,530	1,500	(30)	
Auto Ops - Supplies / Equip	1,813	2,500	2,500	-	
Auto Ops - Fuel	5,597	5,000	5,000	-	
Repair/Maintenance	38,594	41,000	41,000	-	
Gabilan Crew	-	5,000	5,000	-	
Utilities-PG&E	12,809	12,000	15,000	3,000	
Utilities-Water	3,256	3,200	4,000	800	
Training	-	5,000	5,000	-	
Insurance- Liability & Property	10,000	5,500	10,800	5,300	
Insurance-Vehicle	-	-	4,500	4,500	
Organic Waste Regs Services (SB1383)	-	-	9,000	9,000	
Auto Repair/Maintenance	2,724	8,300	8,300	-	
Storm Water Project - Phase 4	21,037	23,000	23,000	-	
Storage Shed	7,075	-	-	-	
Contingency	-	8,820	-	(8,820)	
Total Public Works/Streets	219,272	258,750	293,600	34,850	13.5%
Parks/Recreation					
Materials/Supply	4,594	16,500	15,500	(1,000)	
Repair/Maintenance	24,966	25,000	25,000	-	
Utilities/Water	2,758	2,000	3,000	1,000	
Travel Expenses	-	1,000	-	(1,000)	
Storage Shed	7,075	-	-	-	
Total Parks/Recreation	39,393	44,500	43,500	(1,000)	-2.2%
Total Expense	3,468,477	4,341,750	4,504,220	162,470	3.7%
Excess(Deficit) of Revenue Over Expenditures	366,910	58,600	70,680	12,080	20.6%
Beginning Fund Balance		2,754,588	2,813,188		
Ending Fund Balance		2,813,188	2,883,868		

City of Del Rey Oaks

FY 2024 Proposed Budget

	Current Year Actual 04/30/2023	FY 2023 Current Budget	FY 2024 Proposed Budget	Increase/ (Decrease)	Percent Change
GENERAL FUND SUMMARY					
Revenue:					
Property Taxes	763,298	738,700	767,700	29,000	3.9%
Sales Tax	1,099,048	1,253,000	1,313,000	60,000	4.8%
Other Taxes	416,468	503,300	487,500	(15,800)	-3.1%
Licenses and Permits	276,357	311,300	286,300	(25,000)	-8.0%
Fines and Forfeitures	2,926	5,200	5,200	-	0.0%
Other Revenue	42,771	37,200	37,200	-	0.0%
Grants	188,663	177,700	200,900	23,200	13.1%
Airport Police Services	899,292	1,211,250	1,290,400	79,150	6.5%
Current Services	146,564	162,700	186,700	24,000	14.8%
Total Estimated Revenue	3,835,387	4,400,350	4,574,900	174,550	4.0%
Expenditures:					
Council	21,644	33,600	33,700	100	0.3%
City Clerk	315,761	435,260	435,400	140	0.0%
City Manager	239,935	291,960	296,800	4,840	1.7%
Audit/Treasurer	148,463	227,200	260,200	33,000	14.5%
Legal	88,101	201,500	201,500	-	0.0%
Planning & Building	108,664	108,240	105,400	(2,840)	-2.6%
Government Buildings	9,098	22,100	19,100	(3,000)	-13.6%
Non-Departmental	26,977	33,640	34,500	860	2.6%
Police	2,086,842	2,465,900	2,552,920	87,020	3.5%
Fire/Animal Control	164,327	219,100	227,600	8,500	3.9%
Public Works/Streets	219,272	258,750	293,600	34,850	13.5%
Parks/Recreation	39,393	44,500	43,500	(1,000)	-2.2%
Total FY 2024 Budget	3,468,477	4,341,750	4,504,220	162,470	3.7%
Net Surplus(Deficit)	366,910	58,600	70,680	12,080	

City of Del Rey Oaks

FY 2024 Proposed Budget

	Current Year Actual 04/30/2023	FY 2023 Current Budget	FY 2024 Proposed Budget	Increase/ (Decrease)	Percent Change
210 - Gas Tax Fund					
Revenue					
Non Department Specific					
Gas Tax 2103	10,702	15,000	15,000		
Gas Tax 2105	7,551	10,400	10,400		
Gas Tax 2106	8,288	9,100	9,100		
Gas Tax 2107	9,228	14,200	14,200		
Gas Tax 2107.5	1,000	1,000	1,000		
Total Revenue	36,769	49,700	49,700	-	
Expense					
Public Works/Streets					
Street Sweeping	6,204	10,000	10,000		
Street Lighting	9,343	15,000	15,000		
Total Expense	15,547	25,000	25,000	-	
Excess(Deficit) of Revenue Over Expenditures	21,222	24,700	24,700		
Beginning Fund Balance		66,150	90,850		
Ending Fund Balance		90,850	115,550		
211 - SB1 Fund					
Revenue					
Non Department Specific					
SB 1 Funds	28,736	36,900	36,900		
MBASIA Contribution	-	10,000			
Total Revenue	28,736	46,900	36,900	-	
Expense					
Portola/Work Walkway					
Street Improvements	-	-			
Street Curb Replacement					
Street Improvements	-	20,000			
Street Improvements					
Street Improvements	-	70,000			
Total Expense	-	90,000	-	-	

City of Del Rey Oaks

FY 2024 Proposed Budget

	Current Year Actual 04/30/2023	FY 2023 Current Budget	FY 2024 Proposed Budget	Increase/ (Decrease)	Percent Change
Excess(Deficit) of Revenue Over Expenditures	28,736	(43,100)	36,900	-	
Beginning Fund Balance		102,844	59,744		
Ending Fund Balance		59,744	96,644		
212 - Measure X Fund					
Revenue					
Non Department Specific					
Measure X	76,274	92,000	92,000		
Total Revenue	76,274	92,000	92,000	-	
Expense					
Via Verde/Los Encinos Street Repair					
Street Improvements	-	30,000			
Angelus/Rosita Storm Drain Repair (Engineering)					
Street Improvements	-	10,000			
Angelus/Rosita Storm Drain Repair (Construction)					
Street Improvements	-	60,000			
Debt Service - Measure X					
Principal - Measure X Loan	65,359	90,000	90,000		
Interest - Measure X	10,915	2,000	2,000		
Total Expense	76,274	192,000	92,000	-	
Excess(Deficit) of Revenue Over Expenditures	-	(100,000)	-	-	
Beginning Fund Balance		114,539	14,539		
Ending Fund Balance		14,539	14,539		
221 - FORA Habitat Management Fund					
Expense					
City Clerk					
Council Chamber Technology	626	-			
Planning & Building Regulation					
Contract Services - Habitat Management	3,004	41,667			

City of Del Rey Oaks

FY 2024 Proposed Budget

	Current Year Actual 04/30/2023	FY 2023 Current Budget	FY 2024 Proposed Budget	Increase/ (Decrease)	Percent Change
Habitat Management Planning	-	-			
Total Expense	3,630	41,667	-	-	
Excess(Deficit) of Revenue Over Expenditures	(3,630)	(41,667)	-	-	
Beginning Fund Balance		743,570	701,903		
Ending Fund Balance		701,903	701,903		
223 - ARPA Fund					
Revenue					
Non Department Specific					
ARPA Grant	197,836	197,870	-		
Total Revenue	197,836	197,870	-	-	
Expense					
City Clerk					
Agenda Management System	8,070	13,000			
Document Management System	-	9,000			
Council Chamber Technology	-	6,463			
Computer Server Replace	9,989	12,000			
Total City Clerk	18,059	40,463	-	-	
Police					
Mobile Data Terminals	7,904	18,216			
Portable Radios		62,800			
Total Police	7,904	81,016	-	-	
City Hall Parking Lot Imp					
Parking Lot Improvements	-	150,000			
Total City Hall Parking Lot Imp	-	150,000	-	-	
Park Parking Lot					
Parking Lot Improvements	40,024	60,500			
Total Park Parking Lot	40,024	60,500	-	-	
Total Expense	65,987	331,978	-	-	
Excess(Deficit) of Revenue Over Expenditures	131,849	(71,308)			
Beginning Fund Balance		189,014	117,706		
Ending Fund Balance		117,706	117,706		

City of Del Rey Oaks

FY 2024 Proposed Budget

	Current Year Actual 04/30/2023	FY 2023 Current Budget	FY 2024 Proposed Budget	Increase/ (Decrease)	Percent Change
231 - BSCC-Wellness & Mental Health Grant					
Revenue					
Police					
Officer Wellness & Mental Health Grant	15,000	15,000	-		
Total Revenue	15,000	15,000	-	-	
Expense					
Law Enforcement Wellness App	500	500	2,000	1,500	
Total Expense	500	500	2,000	1,500	
Excess(Deficit) of Revenue Over Expenditures	14,500	14,500	(2,000)	(1,500)	
Beginning Fund Balance		-	14,500		
Ending Fund Balance		14,500	12,500		
235- Asset Forfeitures					
Revenue					
Equitably Shared Funds		-	5,000	5,000	
Total Revenue	-	-	5,000	5,000	
Expense					
Police Exp			5,000	5,000	
Total Expense	-	-	5,000	5,000	
Excess(Deficit) of Revenue Over Expenditures	-	-	-	-	
Beginning Fund Balance		-	-		
Ending Fund Balance		-	-		
301 - Capital Projects					
Revenue					
Transfers In-GF (Fund Balance)			138,900	138,900	

City of Del Rey Oaks

FY 2024 Proposed Budget

	Current Year Actual 04/30/2023	FY 2023 Current Budget	FY 2024 Proposed Budget	Increase/ (Decrease)	Percent Change
Transfers In-GF (Fund Balance)			70,000	70,000	
Capital Project Reimbursements			-		
Total Revenue	-	-	-	-	
Expense					
Planning & Building Regulation					
Housing Element Cost - 6th Cycle			138,900	138,900	
Police Department					
Vehicle Replacement			70,000	70,000	
Safeway Parking Lot (Sinkhole)	-	-			
Total Expense	-	-	-	-	
Excess(Deficit) of Revenue Over Expenditures	-	-	-	-	
Beginning Fund Balance					
Ending Fund Balance					
311 - Prop 68 Grant Fund					
Revenue					
Non Department Specific					
Prop 68 Grant	-	177,952	-		
Donations	-	30,000	-		
Total Revenue	-	207,952	-	-	
Expense					
Park Play Structure					
Park Improvements	-	-			
Basketball Court Reconstruction					
Park Improvements	-	-			
Park Parking Lot/Accessibility Project					
Park Improvements	68,582	68,582			
Total Expense	68,582	68,582	-	-	
Excess(Deficit) of Revenue Over Expenditures	(68,582.34)	139,370	-	-	
Beginning Fund Balance		(183,902)			
Ending Fund Balance		(44,532)			

City of Del Rey Oaks
FY 2024 Proposed Budget

	Current Year Actual 04/30/2023	FY 2023 Current Budget	FY 2024 Proposed Budget	Increase/ (Decrease)	Percent Change
321 - SBR Engineering Fund					
Expense					
SBR Engineering					
Contract Services - Engineering	-	505,830			
Total Expense	-	505,830			
Excess(Deficit) of Revenue Over Expenditures	-	(505,830)			
Beginning Fund Balance					
Ending Fund Balance					



CITY OF DEL REY OAKS

Staff Report

DATE: May 23, 2023

TO: Honorable Mayor and Members of City Council

FROM: John Guertin, City Manager

SUBJECT: Cover Report for Item Submitted by Councilmembers Shirley and Uy

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.

Background

Referencing Del Rey Oaks Municipal Code Title 2, Section 2.04.030 – Agenda, Councilmembers Shirley and Uy requested that the attached report (Clarify Direction for Recreation and Parks Committee and other Committees within the City) be placed on the May 23, 2023 City Council agenda. Section 2.04.030 states (italics added):

For any meeting of the City Council, any two Councilmembers, or the Mayor alone, may place an item on the agenda by requesting the City Manager do so. *Such request shall be made in advance such that City staff shall have sufficient time to prepare the item sought to be placed on the agenda.* The City Manager and the City Attorney may also place items on the agenda.

Discussion

The attached report was prepared without consultation with City staff. Staff were not provided adequate time to review or provide input in advance of the agenda or Council meeting.

Fiscal Impacts

None.

ATTACHMENTS:

- Report prepared by Councilmembers Shirley and Uy

Respectfully Submitted,

John Guertin
City Manager



CITY OF DEL REY OAKS

Council Agenda Report

DATE: May 23, 2023

TO: Honorable Mayor and Members of the City Council

FROM: Councilmember Shirley & Councilmember Uy

SUBJECT: Clarify Direction for Recreation and Parks Committee and other Committees within the City

CEQA: This action does not constitute a "project" as defined by the California Environmental Quality Act (CEQA) guidelines section 15378 as it will not result in direct or indirect physical changes in the environment.

Recommendation

Provide direction for our Recreation and Parks Committee. Provide guidance and consistency on structure, selection process, roles, and responsibilities of city committees/commissions.

Background

Del Rey Oaks municipal code 2.04.180 "Special Committees" states, "The mayor shall appoint special committees which shall consist of a public safety committee of three members, recreation and parks committee of three members, public works committee of three members and a financial committee of three members." As these committees are formed through the City Council, they operate under the Brown Act.

While the Finance Committee has been active for some time, the other committees remained dormant until the establishment of the Police Advisory Committee in January 2021. The Recreation and Parks Committee was formed in September 2021. A Public Works committee has not been established.

Finance Committee

The Finance Committee meets monthly and is made up of three council members. Meetings are announced. There is currently no recording or minutes from these meetings. Members are appointed by the city council. The committee plays a vital role in overseeing the financial management of the city and ensuring responsible stewardship of public funds.

Police Advisory Committee

The Police Advisory Committee meets quarterly and is made up of 7 volunteer residents and DRO business members. Meetings are announced. There are currently no recordings or minutes from these meetings. Each council member selects one representative, and the city manager appoints a business and an at-large representative. The Mayor's selection serves as Chair. While not explicitly stated, this may be thought of as the "public safety" committee listed in the municipal code.

Recreation and Parks Committee

The Recreation and Parks Committee meets monthly and is made up of 3 volunteer resident members from separate areas of the city (North, South, and The Oaks) as well as a youth representative from the City (under 21). A Planning Commissioner, a Council person, and Public Works staff were also appointed as liaison representatives with no voting rights. The City Manager also participates in these meetings but does not attend on a regular basis. Meetings are announced. There is no recording or minutes from these meetings.

When the Parks and Recreation Committee was formed, the city had received CA State Prop 68 grant funding which allowed for park improvements. Using these funds, this committee, along with city staff, worked on designing and implementing the updates to Del Rey Park, which included the bocce ball courts, the new kids' play structure, ADA walkways, the painted community wall, and the new parking lot and curbs. In regard to the basketball court, the chair of the committee shared that they were consulted on some landscaping and placement of the court, but the rest of the design was decided on by city staff and the donor of the basketball court, Del Rey Oaks resident Ryan Sanchez. In addition to this work, the committee created, sent out, and analyzed a survey that asked residents about what they'd like to see in the parks and the opportunities for recreation they'd like to have in the city. The committee has also participated in community-wide events, such as the fall picnic and earth day/ice cream social event. They've also held a movie night in the park with plans for another movie night on May 26th and have talked about the potential for holding free classes for residents, which may include improv, mindfulness, gardening, and ukulele lessons.

However, concerns were recently raised about limitations on the committee's structure and a sense of lack of support, hindering effective planning and decision-making for the committee. They face challenges due to limitations imposed by the Brown Act and their small voting membership. These limitations prevent them from doing any discussions or planning events outside of their public meetings. There is a sense of uncertainty about the city's support, which causes frustration among the members. Requests for increased voting membership, the delegation of responsibilities, the formation of sub-committees, and the approval of initiatives have gone unanswered, leaving the committee feeling disconnected and questioning their role and future endeavors.

Other City-wide Groups

There are two city-wide groups made up of Del Rey Oaks residents who volunteer to provide community outreach to our city. They are both 501(c)(3) organizations that meet monthly. Meetings are announced by the city.

Del Rey Oaks Citizens Action Group (DROCAG) was established as an official group of the city via Resolution **2011-06**. They have historically held four community events- Ice Cream Social, City-Wide Garage Sale, Fall Picnic, and Santa's Workshop.

Sustainable Del Rey Oaks (SDRO), which is a non-profit group under the leadership of "Communities for Sustainable Monterey County" (CSMC), was established in 2019 as a result of a Mayors Advisory Committee. They created and maintain the Butterfly Garden, as well as hold Earth Day celebrations, implement the Earth Friendly Household program, and have city trash clean-ups and invasive plant removal events.

Summary & Discussion

With the inclusion of the Planning Commission, the residents of Del Rey Oaks provide invaluable assistance through volunteer positions for the various committees/commissions identified by the municipal code as well as a general practice for city management. The concerns raised by the Recreation and Parks Committee brought to light inconsistencies among the various city-

sponsored resident volunteer committees.

We need to provide clear guidance on city support and the city committee/commission structure, terms of service, nomination and selection process, roles, and responsibilities to enhance their effectiveness and align their efforts with the city's goals.

Policy Implications

Updating and refining the role of the city's resident groups might likely lead to changes in the language of the outdated "Special Committee" clause in the municipal code or the creation of new codes for each committee.

Fiscal Implications

Staff time will be required to update or create new municipal codes.

Staff time is required to support the committees by announcing agendas, attending meetings, and fulfilling administrative responsibilities.

ATTACHMENTS:

Municipal Code for Special Committees
Resolutions 2011-06 and 2016-18 for CAG
Recreation and Parks Announcement
Mission of Recreation and Parks
Police Advisory Committee Purpose

Respectfully Submitted,

Councilmember Shirley and Councilmember Uy

RESOLUTION NO. 2011-06**A RESOLUTION RECOGNIZING THE DEL REY OAKS CITIZENS
ACTION GROUP**

WHEREAS, some time ago, a group of residents formed the Del Rey Oaks Citizens Action Group ("DROCAG") as a volunteer organization to contribute to the health, well-being and beautification of the City; and

WHEREAS, since its organization, the DROCAG has conducted and promoted numerous projects aimed at increasing citizen involvement in the City;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Del Rey Oaks, as follows:

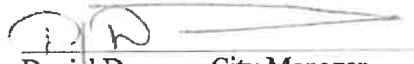
1. That it does hereby officially recognize the DROCAG for its work in the City.
2. That in recognition of the importance of its work, the following support for its volunteer activities shall be provided by the City:
 - a. Use of Old Town Hall for its meetings, subject to approval and coordination with the City Manager for scheduling.
 - b. The ability to provide information on City's website and in the Acorn (newsletter) promotion of its activities.
 - c. The use of City facilities as might from time to time be approved by the Council or City Manager without the payment of the required fees.

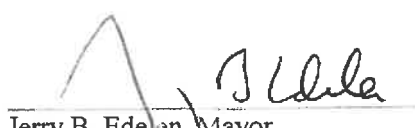
PASSED AND ADOPTED by the City Council of the City of Del Rey Oaks at a special meeting duly held on June 1, 2011 by the following vote:

AYES: COUNCIL MEMBERS: Zuccaro, Clark, Cecilio, Allion and Mayor Edelen

NOES: COUNCIL MEMBERS: None

ABSENT: COUNCIL MEMBERS: None


Daniel Dawson, City Manager


Jerry B. Edelen, Mayor

RESOLUTION NO. 2016-18**A RESOLUTION RECOGNIZING THE DEL REY OAKS CITIZENS ACTION GROUP**

WHEREAS, some time ago, a group of residents formed the Del Rey Oaks Citizens Action Group ("DROCAG") as a volunteer organization to contribute to the health, well-being and beautification of the City; and

WHEREAS, since its organization, the DROCAG has conducted and promoted numerous projects that have a direct and substantial public purpose that benefit the City to include, but not limited to, assisting in maintenance of City property, enhancing community relations and increasing citizen involvement in the City;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Del Rey Oaks, as follows:

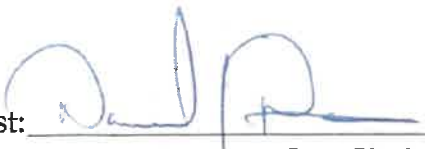
1. That it does hereby officially recognize the DROCAG for its work in the City.
2. That in recognition of the importance of its work, the following support for its volunteer activities shall be provided by the City:
 - a. Use of Old Town Hall for its meetings, subject to approval and coordination with the City Manager for scheduling.
 - b. The ability to provide information and promoting of its activities on the City's website and in the Acorn (newsletter).
 - c. The ability to post notices on the City kiosks, City Hall bulletin board and the information desk.
 - d. The use of City facilities or City resources as might from time to time be approved by the Council or City Manager without the payment of the required fees.

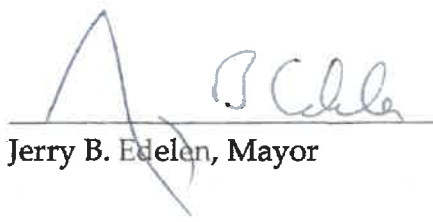
PASSED AND ADOPTED by the City Council of the City of Del Rey Oaks at a special meeting duly held on October 25, 2016 by the following vote:

AYES:	COUNCIL MEMBERS: Ventimiglia, Lintell, Allion, Clark and Edelen
NOES:	COUNCIL MEMBERS: None
ABSENT:	COUNCIL MEMBERS: None

Accepted:

Attest:


Daniel J. Dawson, City Clerk


Jerry B. Edelen, Mayor

2.04.180 Special committees.

The mayor shall appoint special committees which shall consist of a public safety committee of three members, recreation and parks committee of three members, public works committee of three members and a financial committee of three members.

(Prior code § 1-218)

Committee



Parks and Recreation Committee

Purpose

Parks & Recreation Committee is to enrich the lives of Del Rey Oaks residents and visitors by providing e:
experiences.

We strive to preserve, enhance, and protect our open spaces, parks, and facilities.



Police Advisory Committee

Purpose

sory Committee reviews and makes recommendations on Police Department policies, procedures, enforcement, and community relation committee also discusses problems and strategies for appropriate enforcement in specific neighborhoods.

ANNOUNCEMENT

The City is looking for 4 Del Rey Oaks residents (1 from the Oaks condo's, 1 from the south side neighborhood and 1 from the north side neighborhood) and 1 youth representative from the City (under 21) to participate in a Recreation and Parks Committee. This is a two-year appointment, for quarterly meetings regarding recreation and parks, as needed.

Recreation and Parks Committee

City Code 2.04.180 – Special Committees states the Mayor shall establish a Recreation and Parks Committee of 3 members.

The Recreation and Parks Committee acts in an advisory capacity to the City Council in studying, promoting, aiding and encouraging public recreation, including the maintenance, development and operation of recreation areas and facilities serving the residents of the city. The Recreation and Parks Committee makes recommendations on the acquisition, development or renovation of recreation areas, amenities and facilities such as parks, community, recreation and gymnasium facilities, ball fields and ball fields lighting, trails, and open space.

Membership Makeup

Three (3) residents total, with one representing each of the North Side, the South Side and the Oaks neighborhoods;

One Youth Representative (under 21 years of age).

Liaisons:

- Public Works Staff
- One Planning Commissioner
- One City Councilmember

Term Length

Resident committee members will serve 2-year terms ending in December of odd years

City Council and Planning Commission liaison appointments to be determined annually in December

Duties

The Recreation and Parks Committee shall:

- Evaluate options, receive public input and make recommendations on policy issues including, but not limited to, the following:
 1. Policies and procedures on recreation, park, trail, open space, and street tree programs.
 2. Inventories of recreation, park, trail, open space, and street tree services that exist or may be needed, and of the needs of the public regarding these services.
 3. Coordination of recreation, park, trail, open space, and street tree services with the programs of other governmental agencies and voluntary organizations.
- Establish general procedures to carry out the purpose of the committee.

Kim Shirley's Council Report for Tuesday, May 23, 2023

Wednesday, April 19th- City Finance Meeting- As usual, we began reviewing our monthly financials, which showed we were on track with our budget. We asked for a few additions to the financials (acronyms spelled out and to list the interest rate we're receiving on accounts) which will make reading these financials a bit easier for the public and will serve as good reminders for committee members. We also received a short update on the airport trueup, which is still being worked on from FY 21/22. It was assumed there may be a \$12,000 difference. We'll hear more next month. We also talked about capital improvement projects in the city, which included a discussion about the recent sinkhole at Safeway, which cost us \$34,000 but we're anticipated getting reimbursed from the city of Monterey (it was their pipe that broke) and maybe Seaside (the official location of the sinkhole). City Manager Guertin also brought pictures of other issues in the city that will need to be addressed in our next budget. Many of the issues can be linked back to the great amount of rainfall this winter and therefore we may have some opportunities for state/federal funding to cover some of these roadway issues.

Wednesday, April 19th- FORTAG Plan Review- Thank you to Mayor Donaldson for asking TAMC to bring in their engineers and FORTAG plan for review. It was great to see the turn out of residents. I enjoyed the opportunity to look at parts of the trail in greater detail while having someone there to answer questions. Sounds like TAMC will hire a construction firm this fall and we can expect construction to begin at the start of 2024. The engineer I spoke with thought a reasonable expectation of completion would be 18 months. I look forward to the increased safety this trail will provide both for those who will be enjoying the trail and those driving who will have fewer pedestrians to worry about and safer intersections.

Friday, April 21st- ReGen Monterey Board Meeting- We had four discussion/action items on our agenda this morning. The first was a look into our budget process and a consideration of a 5% tipping fee increase for all material types in the FY 23/24. Some of the reasons behind this fee increase includes: CPI (around 5%), costs for SB1383 and other regulatory mandates, continuing to plan for our post closure reserve, as well as supply chain, labor, and fuel costs. We will also be seeing a raise in our garbage costs which translates to about a 1% increase for jurisdictions. Next we approved the Memorandum of Understanding for negotiations with one of our local unions. After that we addressed the annual performance review procedure for our General Manager. We agreed on the peer and self assessment, followed by a board review. And lastly, we discussed and approved the Board Member Teleconferencing Policy which clarified further our options for attending meetings using the older rules (adding your public location to the agenda and attending via teleconferencing) as well as the newer rules set forth by AB 2449. And finally, in our Staff Reports, we had a report from the Technical Advisory Committee and SB 1383 which included topics such as the rate increase jurisdictions will be seeing soon, an update on the edible food recovery portion of SB 1383, as well as an update on the shared

costs for SB 1383. The rates will be increasing, which our Board will review in May and then those will go to jurisdictions for their approval.

Sunday, April 23rd- Sustainable Seaside Earth Day Celebration- Many thanks go Sustainable Seaside for the organization of this fabulous event. Great thanks also goes to DRO resident, Susan Ragsdale-Cronin who planned and organized the *Trashion Show*, which highlighted fun fashion made by using items that would normally end up in our landfill. I also owe Susan (and Bill!) much gratitude for the work they put into making my outfit. Although, I'm not one for getting up on stage and dancing while covered in plastic bags, I actually had a super fun time! Additional thanks goes to Councilmember John Uy for showing me his moves while we were onstage. The smiles and laughter while celebrating our earth was such a joyful experience for me!

Tuesday, April 25th- City Council Meeting- What a great celebration to swear in Commander Chris Borquin as our new Police Chief! It was energizing to see the law enforcement community come out to support this appointment. This is a well-deserved position for Chief Borquin and it was clear he is supported by many throughout the city. It was also heartwarming to see and hear from his wife, who also offered great love and support for Chris. After the swearing in (and cake) we moved onto the proclamations and then the consent agenda. I had some questions about some of our policing stats which Chief Borquin was so good at clarifying for me as a follow up to our meeting. Also on the consent agenda was the Supplemental Agreement for FORTAG which we were all able to vote on after applying the Public Generally Regulation 18703. I discovered this regulation and after getting some analysis done from Dr. Fred Watson regarding the percentage of residents who fall within 500ft of the trail. This regulation releases elected officials from financial conflicts if their benefits are similar to at least 15% of residents. After Dr. Watson's analysis, he roughly calculated that 49% of our residents fall within 500 ft of FORTAG. With this knowledge, I asked and received informal legal advice from the FPPC, which agreed that this regulation would allow me to vote on items related to FORTAG. Once we passed the consent agenda items we moved onto new business where we happily approved the appointment of Ann Ahmadi as our newest Planning Commissioner. With her background, experience, and her interest in the community, I know she'll be a great addition to our commission. The last two items on the agenda pertained to our police department. The first was a presentation and request for support for an MOU in the application of a training program called "Active Bystandership for Law Enforcement" (ABLE). This training will help our officers know when and how to intervene in situations to reduce misconduct, mistakes, and to produce greater health and wellness for our officers. Having this training would actually lower our liability costs in the police department, too. It's supported not only by the law enforcement community but also the social justice community, which really makes it a win-win in my book. The last item was a mandated report out on our military equipment changes in our police department, which were minimal.

Saturday, April 29th- DRO Earth Day/Ice Cream Social- What a wonderful day of celebration in Del Rey Oaks! Many thanks goes to the collaboration of the Parks and Rec Committee, the

Citizens Actions Group, and Sustainable Del Rey Oaks for putting on such a fun event, which celebrated Earth Day and the spring renewal with free ice cream, fun activities, and lots of great vendors. The Parks and Rec Committee created a rock painting activity which, at the end of the event when they were all placed under one of our park trees, completely warmed my heart! So uplifting to see the personalities and positive messages left for others to admire. Also at the event, I was able to get my sticker from Sustainable Del Rey Oaks for being an Earth Friendly Household. I will proudly display this sticker on my yard waste can and I look forward to seeing more throughout the city! As a member of the ReGen Monterey Board, I was able to table for that fabulous organization and had a great time talking to adults and kids about what goes where in terms of trash, recycling, compost, and hazardous waste or donations. I also brought my composting worms which turned out to be a fun topic for adults and kids. Digging for worms while learning about how they can benefit our soil and reduce our climate impact is always uplifting! Big thanks to all the vendors who were there to provide positive and informative messages for our community.

Wednesday, May 3rd- ReGen Monterey Finance Committee Meeting- We had several items on our agenda for discussion at this month's meeting. The first was a preliminary look at the budget, for which the committee recommended approval. Next was a request to support a construction consultant for our module 7 landfill liner construction. The consultant amount was estimated to be roughly \$400,000-\$500,000. We discussed the draft lease agreement and feasibility study that will be done with the biochar pilot study in the next agenda item. This is exciting new technology and ReGen will only be supplying the land for them to place their equipment where they will be taking the oversized wood pieces and turning it into biochar. After that topic, we talked about the District taking over the state composting permit from Keith Day who currently holds the permit. This simplifies things for Keith Day and the move is also supported by the Air Resource District. Next we talked about the update on the white paper which will talk about solid waste practices in the District. Lastly, we quickly had a discussion about some of the potential remodeling that the District is planning for in terms of a 2nd floor addition on the shop as well as improvements to the administration building. I did suggest that when they move forward with plans, that they consider looking at environmentally sustainable improvements that can be made, possibly even moving towards a LEED certification.

Wednesday, May 3rd- Recreation and Parks Committee- I attended this committee meeting because I knew that city committees were going to be a topic that we will be talking about in the future at the council and given their agenda items, I wanted to hear from the committee members. It was mentioned by the Chair that they have no bylaws, similar apparently to the Planning Commission as well as the Police Advisory Committee. There was a positive Earth Day/Ice Cream Social recap, talk of the upcoming movie night on May 26th where they'll be playing "Shrek", along with talk of items they'd like to purchase for the movie night (which included dollar amounts not to exceed), including projector, stand, popcorn, and a banner. All ideas easily passed and were supported by the committee. Additional items that were discussed were the continued request for new members to make for easier planning, the hope for classes that they'd like to provide (apparently the liability form still remains with city staff after a year's

time), and a general feeling of frustration with the lack of support from the city for the recreation opportunities they've been trying to provide. I knew this committee had been struggling and hearing it stated publicly made me feel that this was a topic that needed further discussion at the council level.

Wednesday, May 3rd- Housing Element Workshop (Zoom only)- This workshop was presented by Denise Duffy (our contract planner). She provided an overview of the Housing Element as well as an update on our demographics (ex. decrease in city population, an aging population, increase in female head of households). As we've been talking about, Denise talked about the various options for placement of housing. Since we do not have a compliant 5th cycle Housing Element, we're responsible for zoning for 86 units from the 5th cycle, as well as the 184 units from the 6th cycle, for a total of 270 units, spread across various income levels. There were a few questions with some talk about universal design for aging in place, but in general, few people from the public attended.

Sunday, May 7th- Fundraiser for County Board Supervisor Wendy Root Askew- So happy to be a co-host (one of several!) for our District's County Board Supervisor Wendy Root Askew at a DRO fundraiser. People from all over District 4 attended and for some, this was their first political event. I'm so proud of the work that Wendy does, as she works tirelessly for our region. Seriously, she is such a hard worker! She sticks with her values, is a great collaborator, and always engages in a thoughtful and critical manner. I serve with Wendy on ReGen Monterey and am always impressed with her willingness to ask hard questions, provide positive feedback, show enthusiasm, and critically think about how decisions will affect all areas of our county. I'm grateful for her friendship and having her as a role model.

Tuesday, May 9th- Special Council Meeting- This was a quick meeting that was arranged prior to the Housing Element Workshop where the only item we addressed was the Public Utility Easement for FORTAG. This item was passed unanimously.

Tuesday, May 9th- Housing Element Workshop (in person)- joint meeting with Planning Commission and City Council- This in person meeting again reviewed our sites available for housing, but seemed to have a focus on the introduction and feedback of the new programs being implemented into the 6th cycle Housing Element. The programs that were presented seemed appropriate and reflected items we had talked about in past workshops. I did bring up the idea of permit costs based off square footage as opposed to units, which had also been mentioned in the past, so I hope to see that somewhere in our Housing Element (not sure of the proper placement—is that a program?). Denise solicited for other program ideas, but it was hard to do on the spot, not having had the ability to read any of the materials before the meeting. What's clear is that there is a tight timeline for many of the components of this Housing Element, so we will likely be talking about this frequently. Lastly, it was made clear that our 5th cycle Housing Element is currently at HCD for review.

Monday, May 8th- MST Administration Meeting- This is a sub-committee meeting for MST that meets every other month. We received an update from General Manager Carly Sedoryk who reported that ridership is up by 20% after implementing the Better Bus Network (changes which aimed at efficiencies and increasing riders). There was a drop in the Rides program in March, but April has rebounded. Next we received updates on both the State and Federal legislative activities. Lots of talk about potential bills, the budget, funding for transportation, appropriations, and the debt limit. In addition, we received an update on recruitment practices, mainly focusing on getting 20 new coach operators (anyone out there who wants to learn how to drive a bus???). Last item was a quick update on diversity, equity, and inclusion throughout MST.

Monday, May 8th- MST Board Meeting- Please see the MST board highlights in our agenda packet.

Friday, May 12th- City Finance Meeting- We began by reviewing our city financials for April, which showed that we are right inline with our budget which is good news. Staff received the audited financial statement for fiscal year 21/22 right as our meeting started, so we were not able to review it, but staff did report that there were no findings, so that was also good news. Next item, the Airport Police Services Agreed-Upon Procedures Report for fiscal year ended June 2022, also did not have a current update. It's estimated that the airport may be short by \$12,000 but that still needs to be confirmed. Lastly, at the meeting we received the draft budget for FY 23/24 with a report out on possible capital improvement projects throughout the city. Some of the needed street and gutter repairs were exacerbated by the winter rains and so may be able to be funded through FEMA. Other street repairs will be done and paid for by Cal Am because of the water main break, but we're also going to take the opportunity to do some additional work at the same time (economy of scale). City Manager Guertin will be bringing to the council's attention a Fund Balance Policy as well as a discussion about the Capital Improvement Fund. Overall, there were not any big changes to our budget in comparison to last year (3.9% increase in estimated revenue and 3.3% increase in expenditures).

Saturday, May 13th- Monterey Peninsula Housing Coalition- Our guest speaker for our meeting this month was PK Diffenbaugh, MPUSD school superintendent. It was really informative to hear more about their plans for affordable housing for teachers, families, and students. Given the amount of land they own, they are in a perfect position to use some of the unused land for housing. It was incredible to hear that they have a teacher turnover rate every year of about 20% which is largely due to the cost of housing in our area.

Councilman Hallock
Monthly Report May 2023

5/3

City Council Liason to
Parks & Rec Committee.
Attended monthly meeting.
Nothing substantive to report.

5/8

Monthly individual briefing meeting with City Manager J. Guertin.
General discussion of current City matters.

5/9

Attended Special Meeting.
City Council voted unanimously to direct staff to grant City land easement for various utilities relocation relative to FORTAG.

5/9

Attended joint City Council/Planning Commission Housing Element Update Workshop.

5/18

Attended Community Human Services Board of Directors Meeting/Annual Retreat.

END OF REPORT

Councilperson Bill Ragsdale-Cronin monthly report

- 1) 4/19 Attended Budget Committee meeting received updates on Audit and draft budget preparations. The audit should be wrapped up soon and we should see a draft budget at the next meeting on 5/12. Also requested the City Manager develop a capital expenditure list for the committee to review as well as where we should look to spend any surplus funds.
- 2) 4/25 Attended Earth Day event at DRO park, the event was wonderful, well organized and well attended.
- 3) 5/9 Attended special City Council meeting for FORTAG easement approval. Attended joint Planning Commission/City Council for an update on the Housing element.
- 4) 5/12 Attended City Budget Committee received draft budget and capital outlay list, the audit was sent to the City Manager during the meeting, and it was reported that there were no issues with the audit. Discussed capital outlay list and where we can combine projects with things currently in the works to help reduce costs. Reviewed projects currently underway.

Respectfully submitted

Bill Ragsdale-Cronin

Council Report from Councilmember John Uy May 23, 2023

I. Council Report: FORTAG Plan Public Workshop in DRO City Hall on April 19, 2023

I attended the FORTAG Plan Public Workshop on April 19, 2023, at DRO City Hall. This workshop was an opportunity for our community to review the design plans for the FORTAG project and have their questions answered by FORTAG engineers.

As you may recall, this public workshop was proposed by Mayor Donaldson in our March regular city council meeting and was unanimously approved by the Council. I am happy to report that the event was a success, with blueprints on the walls and an Engineer from the project there to answer questions from the public.

As a council member, it was encouraging to see so many members of our community taking an active interest in this project. The FORTAG project is an important initiative that will significantly impact our city's future. The public workshop was a great opportunity for our citizens to voice their concerns, ask questions, and provide valuable feedback to the engineers.

I want to express my gratitude to the FORTAG team, who attended the workshop and provided informative answers to the public's questions. Their willingness to engage with the community is a testament to their commitment to ensuring that this project is in the best interest of our city and its citizens.

I believe that the FORTAG Plan Public Workshop was a valuable experience for all those who attended. It demonstrated our city's commitment to transparency and open communication with its citizens. As we move forward with this project, I encourage all of us to remain engaged and informed and to continue working together towards a brighter future for Del Rey Oaks.

II. Council Report: Earth Day Celebration Trashion Show on April 23, 2023



I am honored to report my active participation and cooperation in the Earth Day Celebration Trashion Show held in the City of Seaside. As a council member, I believe that it is our responsibility to take action and promote sustainability in our community. I am proud to have danced Zumba with two Zumba instructors, Raya and Wendy, wearing sustainable apparel that looked not only good but also did good for the environment.

Our presentation was all about a fashion revolution that aimed to promote sustainability. We wore yoga pants made from post-consumer recycled plastic (rPET), which showcased the innovative use of materials that can make a significant impact on our environment. The PET used in these pants is 100% recyclable and made from clear plastic water bottles. We hope that this will inspire our citizens to embrace sustainability in their everyday lives.

I also wore the world's first biodegradable and plant-based pair of shoes. These shoes were designed to replace petroleum plastics with plant-based materials that create NO FOREVER PLASTICS. The shoes were not only sustainable but also incredibly comfortable and durable, which proved that sustainability doesn't have to compromise quality and comfort.

I am proud to be an active participant in this inspiring event, and I hope that this will encourage our citizens to take small but meaningful steps toward a more sustainable future. Let's continue to promote sustainability in our community and strive for a better tomorrow.

III. Council Report: Regular Meeting of the DRO City Council on April 25, 2023

Swearing in Ceremony for Chief of Police Bourquin

I want to extend my warmest congratulations on the appointment of Chris Bourquin as our new Chief of Police! His appointment is a significant achievement, and we are confident that he will continue to serve our community with the same dedication and passion he has already shown in his previous role.

His exceptional leadership, professionalism, and dedication to public safety are truly remarkable. He has already shown his commitment to our community, and I am confident that he will continue to do so in his new role as Chief of Police.

I am excited to work alongside him and support him in his efforts to enhance the quality of life and safety for our residents, businesses, and visitors. I believe that his experience and expertise will be a valuable asset to our city, and I look forward to seeing the positive impact that he will make on our Police Department and community.

Once again, congratulations on your appointment, Chief Chris Bourquin! We look forward to working closely with you to make Del Rey Oaks a better and safer place for everyone. The Del Rey Oaks community is honored to have you on board.

On Proclamation of Municipal Clerks Appreciation Week

As we celebrate Professional Municipal Clerks Week on April 30 - May 6, I want to take this opportunity to express my deep appreciation for our city clerk staff at City Hall, Ms. Karen

Minami and Ms. Leigh Fitz. Their hard work, dedication, and commitment to serving our community are truly admirable.

Our city clerk staff are the unsung heroes who keep our city running smoothly. They work tirelessly behind the scenes to ensure that our meetings are organized, our records are accurate, and our citizens are heard. They are the guardians of our city's history and traditions, and they ensure that our city's decisions are made with transparency and accountability.

So, to all our city clerk staff, I want to say again thank you for everything you do. You are an essential part of our team, and we are lucky to have you. I hope you had a wonderful Professional Municipal Clerks Week!

On Proclamation of Arbor Day in Del Rey Oaks

I was thrilled about the proclamation of Arbor Day in Del Rey Oaks. On Arbor Day (April 28), we celebrate the beauty and importance of trees. I am reminded of the vital role that trees play in our community, providing shade and clean air, adding value to our properties, reducing noise pollution, filtering pollutants, improving our mental health and well-being, reducing erosion, and creating a home for countless birds and wildlife.

But Arbor Day is more than just a celebration of trees; it's also a call to action. Let us do our part to protect and preserve our local environment, and that starts with planting and caring for trees.

Let us always take a moment to appreciate the trees around us and commit to doing everything we can to ensure that future generations can enjoy their benefits as well.

Nomination and Appointment of Planning Commissioner

I am honored to express my wholehearted support for the nomination and appointment of Ann Ahmadi to the Planning Commission. Thank you so much, Ann, for stepping up to the challenge and for serving our community. We appreciate YOU!

I believe that Ann's skills, experience, and values make her an excellent choice for the Planning Commission, and I wholeheartedly endorse her candidacy. I am confident that she will bring fresh ideas, thoughtful analysis, and a genuine concern for the well-being of our city to this important role.

My fellow council members unanimously supported her appointment to the Planning Commission. Congratulations, Ann!

Presentation on Active Bystandership for Law Enforcement (ABLE) Project

I am excited to learn from the presentation about the Active Bystandership for Law Enforcement (ABLE) Project. As a councilmember, I believe it is important to support initiatives that improve police/community relations and promote officer health and wellness. The ABLE Project is a prime example of such an initiative.

ABLE is an evidence-based program that teaches police officers how to intervene in another officer's conduct to prevent misconduct, reduce mistakes, and promote officer health and wellness. By creating a culture of active bystandership, we can reduce unnecessary harm to citizens and officers, decrease liability, and improve police/community relations.

Becoming an ABLE agency requires a high level of commitment and ongoing yearly training. However, the benefits of such a commitment are numerous and impactful. Improved officer job satisfaction and citizen satisfaction with law enforcement agencies are just a few examples of the positive outcomes we can expect.

The fiscal impacts of implementing ABLE are minimal. The Train the Trainer training costs are covered by California Affiliated Risk Management Authorities (CARMA). The costs associated with training our departments' full-time and reserve staff are approximately \$5,500, and we may be eligible for reimbursement from POST for a portion of those costs.

In conclusion, I strongly support the Del Rey Oaks Police Department's decision to become an ABLE agency. I believe this initiative will have a lasting positive impact on our community and the safety and well-being of our officers. Thank you for your attention to this important agenda item.

Consider Required Changes to the Del Rey Oaks Police Department Military Equipment List Ordinance

I am pleased to report that the council adopted and approved the modified Military Equipment Use Policy, consistent with the requirements of AB 481, presented by our Chief of Police. AB 481 law requires us to report annually on our use of military equipment, as well as hold public meetings to discuss the funding, acquisition, and use of such equipment.

We have made several changes to our Military Equipment list, including the removal of Section 2, which listed equipment owned and operated by the Monterey Peninsula Regional Special Response Unit (MPRSRU). We have also made small changes to the policy itself. Our Police Department has not used any military equipment outlined in AB 481 within the City of Del Rey Oaks, nor has MPRSRU deployed within our city. Furthermore, we have not purchased any new military equipment outlined in AB 481.

During the public meeting on March 14th, 2023, it was discussed about the funding, acquisition, and use of military equipment by our Police department. We reported on our use of military equipment during the last operational period, which showed that we had not used any military equipment outlined in AB 481 within the City of Del Rey Oaks. We have also listed qualifying military equipment inadvertently left off our Military Equipment list and will destroy any expired munitions.

The ongoing funding costs associated with our equipment listed in Section 1 of our Military Equipment List is \$4,320, with most of the associated costs from ammunition. We have also listed items not required by AB 481, such as Aero Precision Rifles and ammunition used in training, for transparency. The ongoing funding of the LMT Defense 40mm Launchers and Kinetic Energy Munitions is expected to be \$400 per year, with no munitions purchased during the last operational period.

The adoption of the modified Military Equipment Use Policy consistent with the requirements of AB 481 is aligned with our values. Our commitment to transparency and public safety remains a top priority, and we will continue to provide updates on our use of military equipment as required by law.

IV. Council Report: Del Rey Oaks Earth Day Celebration and Ice Cream Social on April 29, 2023



I am thrilled to report back on my experience at the Del Rey Oaks Earth Day Celebration and Ice Cream Socials! It was an incredible event, and I was honored to be a part of it. As one of the exhibitors, I had the opportunity to spread awareness about the importance of sustainability and how each of us can make a difference in protecting the environment.

My table was a hit! I brought along a message of "Choosing Bubbles, not Balloons" to the

event. I provided bubbles of all shapes and sizes and encouraged everyone to blow and pop them. It was amazing to see the joy and excitement that bubbles can bring to both children and adults alike. It was an excellent way to engage the community and make them aware of the small steps we can all take to make a difference.

It was humbling to witness the overwhelming support and enthusiasm of the attendees towards sustainability. I am proud of the Del Rey Oaks community for taking a stand to preserve our planet, and I am grateful to be a part of it. We must continue to spread awareness and educate everyone about the importance of sustainability, and we can start by making small changes in our daily lives.

Overall, the Del Rey Oaks Earth Day celebration was a huge success, and I feel fortunate to have been a part of it. Let's continue to work together to create a sustainable future for ourselves and generations to come. I applaud and am grateful to all the organizers who made this event a huge success!



V. Council Report: Virtual Housing Element Workshop on May 3, 2023

I attended the virtual public Housing Element workshop on May 3, 2023. This report highlights the key insights gathered from the workshop, focusing on soliciting public input for the City's 6th Cycle Housing Element (2023-2031). The purpose of the workshop was to gather valuable feedback from residents, stakeholders, and experts, ensuring that the Housing Element addresses the requirements of the State Housing Element law and the Regional Housing Needs Assessment (RHNA). One input that was raised was the importance of incorporating universal design principles into the Housing Element to cater to the diverse needs of our community.

Universal design refers to the concept of creating environments, products, and services that are accessible and usable by people of all abilities, regardless of age or disability. It promotes inclusivity and ensures that housing options are suitable for everyone, including individuals with disabilities, seniors, and families with specific needs.

The following are example of universal design principles.

Accessibility for All:

It stresses the importance of designing and constructing housing units that are accessible to individuals with mobility challenges. Incorporating features such as zero-step entrances, wider doorways, and accessible bathrooms can greatly enhance the usability and comfort of these units for residents of all abilities.

Aging in Place:

This highlights the growing need for housing that enables seniors to age in place comfortably. Design considerations such as grab bars, lever-style door handles, and non-slip flooring can greatly enhance the safety and convenience of housing units, allowing seniors to maintain their independence and quality of life.

Flexibility and Adaptability:

It expresses the importance of designing housing units with flexible layouts that can accommodate changing needs over time. Features such as adjustable countertop heights, reinforced bathroom walls for future installation of grab bars, and wide corridors can make housing units more adaptable to the evolving needs of residents.

Community Integration:

Universal design principles extend beyond individual housing units to the surrounding community. Participants emphasized the need for inclusive outdoor spaces, pedestrian-friendly pathways, and easy access to public amenities, ensuring that residents of all abilities can actively participate in community life.

VI. Council Report: Seaside County Sanitation District Board Meeting on May 9, 2023

I am pleased to provide a council report summarizing the Seaside County Sanitation District (SCSD) Board of Directors meeting held on May 9, 2023. The meeting covered various agenda items, including a financial presentation and the consent agenda items.

Presentation:

The Board received and accepted the June 30, 2022 Annual Financial Report for the Seaside County Sanitation District. This report provided an overview of the district's financial performance for the fiscal year ending June 30, 2022.

The District's basic financial statements include the operations of all organizations for which the Board of Directors exercises oversight responsibility. Oversight responsibility is demonstrated by financial interdependency, selection of the governing authority, designation of management, ability to significantly influence operations, and accountability of fiscal matters. No operations of other entities met the aforementioned oversight criteria for inclusion from the accompanying basic financial statements. The District is reported as a custodial fund on the City of Seaside's (City) financial statements.

After the presentation, I asked the following questions:

1. How will the increased charges for service affect the customers of SCSD? Are there any plans to mitigate the impact on low-income households?
2. Can you provide more information on the capital renovations that are needed to bring the sewer system up to date? What specific improvements are planned?

The staff will make a follow-up on my questions in the next meeting. I also requested the organization chart of the district with their contact information, so that I can be better informed of who is doing what.

Consent Agenda:

The following items were included in the consent agenda:

A. The Seaside County Sanitation District Operations Report for March 2023 was received for information purposes.

B. The Seaside County Sanitation District Operations Report for April 2023 was received for information purposes.

C. The Board approved the February and March 2023 Expenditure Report for the Seaside County Sanitation District. The approved expenditures included \$329,692.55 for February 2023 and \$143,795.85 for March 2023. Additionally, a drawdown of \$525,194.46 was approved to cover expenses for January, February, and March 2023. The total additional expenditures for January 2023 were \$51,706.06, for February 2023 they were \$329,692.55, and for March 2023 the expenditures were \$143,795.85.

New Business:

No new business items were presented during this meeting.

Staff Reports:

The meeting included staff reports, which consisted of verbal presentations. These reports covered various topics related to the Seaside County Sanitation District. The Board had the opportunity to ask questions and discuss the reports, although no formal action was taken during the meeting.

Board Members Comments:

Board members had the opportunity to provide comments on any matters related to the Seaside County Sanitation District.

Adjournment:

The meeting was adjourned, and the next regularly scheduled meeting was set for June 13, 2023, at 9:30 AM.

I would like to express my sincere and deep appreciation for the hard work and dedication of the SCSD staff to the Seaside County Sanitation District. The recently released Annual Financial Report is a testament to their commitment to ensuring the financial health of our district. Their efforts have resulted in a significant increase in net position, which is a vital component of the district's long-term sustainability.

The report also highlights the district's goal of ensuring that the sewer system is up-to-date, and I commend them for taking on this essential task. I am confident that with their expertise, the planned capital renovations will be carried out successfully, and the system will be better than ever.

VII. Council Report: Del Rey Oaks City Council Special Meeting on May 9, 2023

There was only one agenda item on this Special Council Meeting, and it was to approve public utility easements for Fort Ord Regional Trail and Greenway Project. It was recommended and approved by the Council to adopt a resolution approving public utility easements with AT&T Communications, California American Water, Pacific Gas & Electric, and Seaside County Sanitation District to relocate their utilities into City-owned property as part of the Fort Ord Regional Trail and Greenway project.

Background:

The Fort Ord Regional Trail & Greenway (FORTAG) aims to create a safe pedestrian and bicycle corridor connecting communities in and around Fort Ord. The project received certification for the proposed 28-mile paved trail in March 2020. Phase 1 of the project involves the construction of the Canyon Del Rey/State Route 218 Segment, which requires the relocation of public utilities.

Discussion:

The Fort Ord Regional Trail and Greenway project is a significant project in the community's recreation and transportation infrastructure. The undercrossing of State Route 218 in the Canyon Del Rey segment necessitates the relocation of public utilities. The project sponsor, the Transportation Agency, has coordinated with AT&T Communications, California American Water, Pacific Gas & Electric, and Seaside County Sanitation District to relocate their equipment

to City-owned property. The relocation process requires the approval of an easement by the City.

The proposed easement will enable the utilities to access the site and relocate their equipment. After completion, the utilities will restore the site to its original condition. City staff and the contract engineer support the relocation plans and recommend the approval of the public utility easements.

Fiscal Impacts:

There will be no financial impact on the City as utility relocation costs will be covered by the respective utility companies or the Transportation Agency for Monterey County. The construction of the Canyon Del Rey segment will be funded by State Active Transportation grant funds and Regional Measure X funds secured by the Transportation Agency for Monterey County.

VIII. Council Report: Joint City Council and Planning Commission on the Housing Element Workshop on May 9, 2023

This May 9, 2023 meeting was scheduled as a public workshop with both the City Council and Planning Commission in attendance. Members of the public who attended in person also had the opportunity to comment and provide input into the Housing Element.

During the workshop, I raised an important question regarding how the city plans to address the potential negative consequences of housing development, particularly displacement and gentrification, in neighborhoods affected by new construction projects. It is imperative that we prioritize the well-being of existing residents and ensure that they are not unfairly burdened or displaced by the progress and growth our city is experiencing.

It was clear that we need to highlight the critical issue of displacement and gentrification in neighborhoods where new housing developments are planned and to explore potential strategies to address these challenges.

IX. Council Report: AMBAG Board of Directors Meeting on May 10, 2023

I attended the AMBAG Board of Director meeting on May 10, 2023, and the following items were discussed:

1. Oral Report by Maura Twomey, Executive Director on AB 2449 “Just” and “Emergency” Cause because Manu Koenig was meeting remotely:

- Received an oral report from Maura Twomey, the Executive Director.

2. Roll Call

3. Oral Communications from the Public on Non-Agenda Items:

- Members of the public were given a maximum of three minutes each to address any non-agenda topics. No member from the public made comments.

4. Oral Communications from the Board on Non-Agenda Items

5. Committee Reports:

A. Executive/Finance Committee:

- Recommended Action: Information
- President Freeman received an oral report.

B. Monterey Bay National Marine Sanctuary (MBNMS) Advisory Council (SAC) Meeting:

- Recommended Action: Direct
- Director Brown provided information about the upcoming meeting scheduled for May 19, 2023. The agenda will be provided at the meeting.

6. Executive Director's Report:

- Recommended Action: Information
- Maura Twomey, the AMBAG Executive Director, provided a report.

7. Consent Agenda:

- Recommended Action: Approved

A. Draft Minutes of the April 12, 2023 AMBAG Board of Directors Meeting:

- Ana Flores, Clerk of the Board, requested approval of the draft minutes.

B. AMBAG Regional Clearinghouse Monthly Newsletter:

- Miranda Taylor, Planner, presented the clearinghouse monthly newsletter for acceptance.

C. AMBAG Sustainability Program Update:

- Amaury Berteaud, Sustainability Program Manager, provided an update on the AMBAG Sustainability Program.

D. Financial Update Report:

- Errol Osteraa, Director of Finance & Administration, presented the financial update report, including AMBAG's current financial position and accompanying financial statements.

8. Items Removed from Consent Calendar for Discussion and Possible Action: None was removed.

9. Administration:

A. Draft FY 2023-24 Monterey Bay Region Overall Work Program (OWP) and Budget:

- Recommended Action: Approved
- Bhupendra Patel, Director of Modeling, requested approval of the draft FY 2023-24 Monterey Bay Region Overall Work Program and Budget by adopting Resolution 2023-3.

10. Planning:

A. Draft Central Coast Zero Emissions Vehicle Strategy Update:

- Recommended Action: Information
- Amaury Berteaud, Sustainability Program Manager, provided a presentation on the Central Coast Zero Emissions Vehicle Strategy.

B. Regional Early Action Planning Grants 2.0 Program: AMBAG's Draft Guidelines Update:

- Recommended Action: Information
- Heather Adamson, Director of Planning, gave an overview of the REAP 2.0 Public Draft Guidelines for AMBAG's Regional Competitive and Local Suballocation Grant Programs.

11. Adjournment

Note: This report provides a summary of the key items discussed at the AMBAG Board of Director meeting held on May 10, 2023.

On this meeting, the most important agenda item that would affect Del Rey Oaks directly is AMBAG's Draft Guidelines Update on the Regional Early Action Planning (REAP) Grants 2.0 Program.

The REAP 2.0 Program is funded with \$600 million from the State General Fund. AMBAG's share of this funding is \$10,133,742.41. The REAP 2.0 Program is administered by the California Department of Housing and Community Development (HCD) (Department), in collaboration with the Governor's Office of Planning and Research (OPR), the Strategic Growth Council (SGC), and the California Air Resources Board (CARB).

In November 2022, the AMBAG Board of Directors adopted the REAP 2.0 Grant Program Framework, which outlines the core objectives, guiding principles, programmatic areas, major milestones, and schedule for allocating funds available to AMBAG through the state REAP 2.0 grant program. The REAP 2.0 Program Framework includes three core components:

- Regional Competitive Grant Program (60% - \$6,000,000)
 - Developed and administered by AMBAG. Applicant awards must support all REAP 2.0 objectives. This program will suballocate the majority of AMBAG's REAP

2.0 funds to a competitive program, granting awards to applicants that best achieve all REAP 2.0 goals, objectives and scoring criteria.

- Local Suballocation Grant Program (25% - \$2,625,000)
 - The Local Suballocation Grant Program originally set aside \$125,000 per jurisdiction with eligible projects which meet all REAP 2.0 goals and objectives. The goal of this suballocation program is to provide all cities and counties with an opportunity to propose a REAP 2.0 eligible projects while allowing for both implementation and planning uses. All projects or programs must achieve all REAP 2.0 goals, objectives and pass thresholding criteria.
- AMBAG SCS Implementation, Technical Assistance, REAP 2.0 Program Development, Outreach, and Administration (15% - \$1,508,742)
 - Regional planning activities that support infill development and implement the SCS such as pricing studies, transit-oriented development and Opportunity Area planning and implementation
 - Technical assistance

The REAP 2.0 Program provides funds to regional governments to achieve the three core REAP 2.0 objectives listed below.

- Accelerating Infill Development that Facilitates Housing Supply, Choice, and Affordability
- Affirmatively Furthering Fair Housing (AFFH)
- Reducing Vehicle Miles Traveled (VMT)

UPDATE:

The major update on this briefing about REAP 2.0 was the change of the amount each jurisdiction can get on the Local Suballocation Grant Program (LSGP). It was based on the percentage share of a city's RHNA number. This was recommended by HCD.

Each city and county in the AMBAG region is eligible for funding if an eligible project can be proposed. Funding shall be disbursed on a non-competitive basis based on whether applicants achieve core REAP 2.0 objectives and pass thresholding criteria.

Eligible cities and counties within the AMBAG region and the amount they may apply for are shown in the following table:

Jurisdiction	6th Cycle RHNA Allocation	% Share of RHNA	Allocation: Adjusted LSGP Allocation
Capitola	1,336	3%	\$130,000
Carmel	349	1%	\$85,000
Del Rey Oaks	184	0%	\$85,000
Gonzales	1,266	3%	\$130,000
Greenfield	730	2%	\$85,000
Hollister	4,163	11%	\$180,000
King City	702	2%	\$85,000
Marina	685	2%	\$85,000
Monterey	3,654	10%	\$180,000
Monterey County	3,326	9%	\$180,000
Pacific Grove	1,125	3%	\$130,000
Salinas	6,674	17%	\$180,000
San Benito County	754	2%	\$85,000
San Juan Bautista	88	0%	\$85,000
Sand City	260	1%	\$85,000
Santa Cruz	3,736	10%	\$180,000
Santa Cruz County	4,634	12%	\$180,000
Scotts Valley	1,220	3%	\$125,000
Seaside	616	2%	\$85,000
Soledad	724	2%	\$85,000
Watsonville	2,053	5%	\$180,000
Total	38,279		\$2,625,000



PUBLIC UTILITIES COMMISSION
STATE OF CALIFORNIA
505 VAN NESS AVENUE
SAN FRANCISCO, CALIFORNIA 94102

DARCIE L. HOUCK
COMMISSIONER

TEL: (916) 894-5718
DH7@CPUC.CA.GOV

May 5, 2023

Del Rey Oaks City Council
650 Canyon Del Rey Blvd
Del Rey Oaks, CA 93940

To: The Honorable Mayor Donaldson, Vice Mayor Shirley, Council Member Hallock, Council Member Uy, and Council Member Ragsdale-Cronin:

Thank you for your March 16 letter regarding the Pure Water Monterey expansion project and the amended Water Purchase Agreement (WPA).

On March 30, the California Public Utilities Commission (Commission) issued Decision 23-03-048, an Order Denying Rehearing, denying Cal-Am's application for rehearing of Decision 22-12-001. The Order can be found here on the Commission's website:

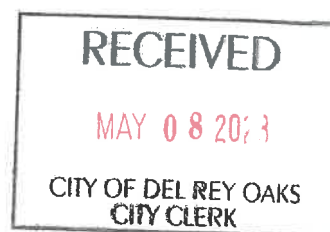
<https://docs.cpuc.ca.gov/SearchRes.aspx?DocFormat=ALL&DocID=505068995>. To the extent any remaining or additional unresolved matters under the Commission's jurisdiction arise, such issues will be resolved in proceeding Application 22-11-024, which remains open. Documents filed in proceeding Application 22-11-024 can be found on the docket card, here:

https://apps.cpuc.ca.gov/apex/f?p=401:56:::RP,57,RIR:P5_PROCEEDING_SELECT:A2111024.

If you have additional questions, please reach out to our Water Division Director, Terence Shia at terence.shia@cpuc.ca.gov or (415)-703-2213.

Sincerely,

Darcie L. Houck
Commissioner
California Public Utilities Commission





**MST HIGHLIGHTS
Board of Directors Meeting
May 10, 2023**

SWEARING IN CEREMONY

The MST Board conducted a swearing-in ceremony for new board member Ariana Rodriguez, City of Greenfield.

RECOGNIZED MAY EMPLOYEE OF THE MONTH

The MST Board adopted resolution 2023-34 recognizing Navin Nischal, Coach Operator as the May 2023 Employee of the Month for his outstanding contribution to MST and to the entire community.

RESOLUTION OF APPRECIATION

The MST Board adopted resolution 2023-35 recognizing Yanely Martinez for her six years of service on the MST Board and for her outstanding contribution to MST and to the entire community from April 10, 2017 to April 11, 2023.

APPROVED RETIREMENT RESOLUTION

The MST Board approved retirement resolution 2023-37 recognizing Cindy Urquidez, Coach Operator, for her 16 years of service and outstanding contribution to MST and the entire community.

RECEIVED MEASURE Q OVERSIGHT COMMITTEE LETTER

The MST Board received a letter from the Measure Q Oversight Committee reporting that FY 2023 funds were spent on eligible expenses.

APPROVED DISPOSAL OF SIX MST-OWNED VEHICLES

The MST Board of Directors approved the disposal of six MST-owned vehicles that have reached or exceeded their useful life.

APPROVED TITLE VI PROGRAM UPDATE

The MST Board of Directors approved Resolution 2023-36 approving the Title VI Program Update August 1, 2023, through July 31, 2026.

REVIEWED DRAFT FY24 AND FY25 OPERATING AND CAPITAL BUDGET SUMMARY

The MST Board of Directors reviewed the draft FY24 and FY25 Operating and Capital Budget Summary.

NEXT MST BOARD MEETING

The next regular MST Board meeting is scheduled on June 12, 2023.



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

www.tamcmonterey.org

HIGHLIGHTS

April 26, 2023

Marina-Salinas Multimodal Imjin Road Widening Project Update

The Transportation Agency Board of Directors received an update on the Marina-Salinas Multimodal Imjin Road Widening project from Edrie De Los Santos, Senior Engineer, City of Marina, the lead agency on the project.

The project, identified in the Transportation Safety & Investment Plan approved by Monterey County voters as Measure X in 2016, will be the Plan's second regional project to be constructed. The project is 100% designed; the City awarded a contract for construction to Monterey Peninsula Engineering on April 4, 2023, and anticipates construction will begin in June.

The project will widen Imjin Parkway from Imjin Road to Reservation Road from two lanes to four lanes, construct four roundabouts along the corridor, make transit and pedestrian improvements, add on-street buffered bike lanes, stormwater treatment areas, retaining walls and a sound wall. The improvements will benefit commuters who travel through the corridor, as well as those who live along the corridor at CSU Monterey Bay and the neighboring homes in Marina Heights, Sea Haven, and Preston Park.

Funding of the \$40.5 million project includes \$2 million in local impact fees, \$18.25 million in Measure X funds, and \$19 million in SB1 Local Partnership Program-Formula funds. TAMC's ability to secure the SB 1 funding is due to having a local funding source, Measure X, to leverage for additional state funding for local transportation projects and programs.

[Imjin Road Widening - Alignment Overview](#)

Monterey Bay Air District 's AB2766 Motor Vehicle Emission Reduction Grant Applications

The Monterey Bay Air Resources District (MBARD) announced that their Board of Directors approved California Assembly Bill 2766 Motor Vehicle Emissions Reduction Guidelines for FY 2023-24, during their regular Board Meeting on April 19, 2023.

AB 2766, signed into law in 1990, permits the Air District to allocate a \$4 per vehicle registration surcharge fee towards grant projects that reduce motor vehicle emissions such as roundabouts, adaptive traffic signal control systems, medium to heavy-duty vehicle electrification, and light duty zero emission vehicle incentives. Funds may also be used for related planning, monitoring, enforcement, and technical studies pursuant to the California Clean Air Act. Funds are available to public and private agencies as well as residents in Monterey, San Benito, and Santa Cruz Counties.

The announcement and application packet will be available on the District's website on May 1, 2023. Applications are due no later than 4 pm on June 30, 2023. The grant award recommendations will be presented and announced at the Air District's Board of Director's meeting on October 18, 2023.

<https://www.mbard.org/ab2766-motor-vehicle-emission-reduction-grants>

**SURF!**

TRANSIT FAIR & FAMILY FUN DAY

A Gathering for Community, Mobility, and Our Planet

06.10.2023

10am–2pm

MARINA TRANSIT EXCHANGE

280 Reservation Rd, Marina, CA 93933

Join MST and our partners for a fun, activity-filled event. Play games, eat tasty food, and learn about our vision for transit in Monterey County.

Visit mst.org/surf.



SURF!



**SURF!**

FERIA DE TRÁNSITO Y DÍA DE DIVERSIÓN FAMILIAR

Una reunión para la Comunidad, la Movilidad y Nuestro Planeta

06.10.2023

10am – 2pm

MARINA TRANSIT EXCHANGE

280 Reservation Rd, Marina, CA 93933

Únase a MST y a nuestros socios para un evento divertido y lleno de actividades. Juegue, coma comida sabrosa y aprenda sobre nuestra visión del tránsito en el Condado de Monterey.

Visita mst.org/surf.

**SURF!**

Monterey County Veterans Issues Advisory Committee ((VIAC)

Report to the Del Rey Oaks City Council

The Monterey County Veterans Issues Advisory Committee (VIAC), is part of the Military & Veterans Affairs Office (MVAO). VIAC meets the last Thursday of the month at the Veterans Transition Center (VTA) in Marina.

Approximately 10% of the overall population of Del Rey Oaks is either veterans or active duty military service members. This number increases significantly if spouses and dependents are factored in. VIAC is committed to the wellbeing and welfare of all of these individuals who have answered the call to our nation's service. If any of you have questions about possible benefits, or have concerns related to your service, please don't hesitate to contact me through City Hall, or email me at rlj.dro@gmail.com.

-Rick Johnson

Date of Meeting: April 27, 2023

The following is an overview of issues reported to, and considered at, the March meeting:

Veterans Transition Center (VTC)

- The VTC has obtained ownership of the property for Lightfighter Village and continues to move forward to its renovation to house 70 veterans and family members in need of affordable housing on the Monterey Agreement. Ground breaking for the new Lightfighter Village will be held sometime this spring.
- The VTC is looking to remodel or renovate two units on Hayes Circle at the Former Fort Ord for veteran housing.
- Steve Vagnini's benefit concert at the Forest Theater in Carmel is scheduled for May 20th with proceeds to go to the VTC

Central Coast Veterans Cemetery and Foundation

- The Memorial Day Event at the cemetery will be held on Friday, May 26 at 10:00 AM. This annual event is open to the public. Please note that due to warmer weather, and because there have been sightings of rattle snakes at the cemetery, visitors are cautioned to be aware of their surroundings while visiting the cemetery grounds.

- Plans for the Donor Wall at the Central Coast Veterans Cemetery continue to move forward. As reported last month, The Foundation has submitted 100% of the design drawings to the appropriate oversight agencies, and is now waiting a response from CALVET regarding any further requirements.

Ord Military Community

- Groundbreaking for Lower Stillwell has been held. The 180-unit housing development will include active-duty service members, as well as veterans and Veteran Administration Department of Defense employees.
- The Defense Language Institute will be starting 100% ID checks of vehicles, drivers and passengers in May or June. Vehicles will have to enter the grounds at the Bolio entrance. Please note that during busy entry times traffic will back-up on Lighthouse Avenue.

VA-DOD Clinic

- The volunteer program has started up again. Orientations are on Tuesdays and Thursdays for individuals wanting to join the program.

Military & Veterans Affairs Office (MVAO)

- AB 46 has been referred to the Assembly Committee on Revenue & Taxes. AB 46 was introduced by Assemblyman Ramos, the former Chair of the Veterans Affairs Committee. The bill would provide tax benefits for military veterans and surviving spouses receiving retiree benefits. **Note, California is the only state that does not provide any tax relief in any form for retirees.**
- AB 684 County Veteran Service Officer Access Expansion would allow a state funding allocation for a County Veterans Service Representative dedicated to military installations.
- The MVAO March and April Reports are attached offering a quick overview of the work being done on behalf of veterans in Monterey County.

Fort Ord Retiree Council

- Retiree Appreciation Day is scheduled for July 15th from 8:00 AM to 2:00 PM at Stillwell Community Center. The Military Officers Association of America (MOAA) luncheon was held on April 20th.

Update from the Office of Assembly Member Dawn Addis

- AB 531 - Veterans Housing and Homeless Prevention Act of 2024, would allocate \$600 million in bonds for veteran housing. Passed out of the Committee on Military and Veterans Affairs.
- AB 1386 – Would increase the income threshold for affordable housing vouchers. Passed out of the Committee on Military and Veterans Affairs.
- AB 444 – California Defense Community Infrastructure Program. Passed out of the Committee on Military and Veterans Affairs.



County of Monterey
Military & Veterans Affairs Office



Item A.



MILITARY & VETERANS AFFAIRS OFFICE

MONTHLY ACTIVITY REPORT

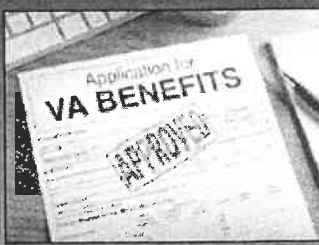
March 2023



10 Outreach Events	 774 Phone Calls	402 Vet Rep Appointments
196 New Contacts		
547 Claims Actions		2 College Tuition Fee Waivers
268 Unique Veterans		\$15,630
181 Compensation Awards		

New Disability Compensation Awards

**\$532,070**
Retroactive Payments

**\$58,384**
Recurring Monthly Payments



Customer Satisfaction Survey

82% Satisfied!

www.mvao.org Serving those who served (831) 647-7613



County of Monterey Military & Veterans Affairs Office



Item A.



MILITARY & VETERANS AFFAIRS OFFICE

MONTHLY ACTIVITY REPORT

April 2023

11

Outreach Events

151

New Contacts



669

Phone Calls



367

Vet Rep Appointments

231 Unique Veterans

498 Claims Actions

179 Compensation Awards



12 College
Fee Waivers
\$93,780

New Disability Compensation Awards



EASTER GUNNY

\$286,183

Retroactive Payments

\$54,164

Recurring Monthly Payments



Customer Satisfaction Survey
86% Very Satisfied!

www.mvao.org

Serving those who served

(831) 647-7613

May 17, 2023

Honorable Del Rey Oaks Mayor and Council

I would like to share my thoughts and concerns about the concrete recycling project being considered by the City of Del Rey Oaks and the council. Please include my letter in the May City Council agenda packet and the IS/NG public comment.

I appeared before the city council in February 2023 and expressed my concerns regarding the proposal to move Monterey Peninsula Engineering Cement Recycle Plant to Del Rey Oaks. I am very concerned about the health and safety issues with the proposed concrete recycling plant and associated activities and will reiterate those concerns for the proposed move of Monterey Peninsula Engineering Cement Recycle plant.

As I previously shared, we experienced firsthand dealing with recycled cement when we remodeled our home 12 years ago. When it was time to haul away the old concrete, we had to pay extra to dispose of the concrete away from the Marina landfill because the concrete contained asbestos. We learned there were higher levels of asbestos in old cement and building materials. We were told that even old barracks from Fort Ord were shipped out to Utah, because of the extreme levels of asbestos in the building materials and no local location would accept the toxic materials.

At the October council meeting, I listened to the proposal on how the city could increase City revenue, if partnered with MPE. One council member said they didn't really have questions because they didn't know what questions to ask; while Mr. Donaldson shared he had already been contacted by a few residents who expressed concerns over potential noise. City Manager John Guerin declared there would be no ramifications from the proposed location because the intended site was away from houses and there would be no visibility concerns.

During that meeting, MPE was described as being a "good neighbor to our community." Would Marina agree? No one mentioned that in 2020 MPE agreed to pay \$50,000 in legal fees for illegal asphalt dumping near their current Fort Ord site and unfair business practices. In addition, they also had to pay \$25,000 to the Central Coast Ambient Monitoring Program – Groundwater Assessment and Protection MPE also had to apply for a permit from the California Coastal Commission to clean up their illegal activity. Of course there was no admission of wrongdoing; it was merely described as good business practice to put this behind the business during COVID pandemic. Have all of these actions been implemented?

I found it ironic that the specific location of the MPE plant site was chosen to protect the fish in nearby ponds and to protect the protected plants. Yet, the plant inventory was not taken during the time these plants would be present and there were no expressed concerns for the protection and health of Del Rey Oaks residents. The only positive that

I heard was the potential revenue for the city. Yet it appears the potential negatives outweigh the positive such as:

- Del Rey Oaks residents and watershed exposed to toxins from recycling plant known to contain asbestos and other deadly toxins.
- DRO known as new hazmat dumping site of Monterey Peninsula.
- DRO Property values plummet.
- DRO City government seeks financial revenue at residences' health and expense.

At the conclusion of my February 2023 statement, I urged the council to collaborate with entities affected by the relocation of the MPE Recycle plant, such as; TAMC, Landwatch Sustainable SDRO and Fish & Game to ensure full transparency over potential issues that could affect our community and other residents of the Monterey Peninsula. To ensure all potential entities are aware of the discussion about moving the MPE concrete recycle plant, I felt compelled to include them in this email.

In summary I urge you to delve deeper into the operations of the MPE cement recycling practices. This is an important and crucial decision that has long term consequences. If you decide you want to continue pursuing this, please focus further attention on:

- Full and transparent disclosure of MPE project and toxic waste recycled materials, practices and regulations
- Full and transparent disclosure of MPE's operations and prior business practice
- How much revenue is expected and who is responsible for the oversight of operations, and cleanup after the short term project has been accomplished?

Lastly, if you move forward with this, I deplore you to be prudent, cautious and transparent as you look at the potential impacts to the constituents you serve.

Sincerely

Frederica Jones

Del Rey Oaks Resident

Exceptional Service provided one of your Officers

Kevin [REDACTED]

Sun 4/2/2023 10:41 AM

To: Chris Bourquin <CBourquin@delreyoaks.org>

CAUTION: This email is from outside the City of Del Rey Oaks. Do NOT click LINKS or open ATTACHMENTS unless you are sure it is safe.

Commander Chris Bourquin,

My name is Kevin [REDACTED] and I am writing you concerning exceptional service provided one of your Del Rey Oaks Police Officers at the Monterey Regional Airport on the Afternoon of Friday March 31st.

At approximately, 16:26 PM Officer Jeff phone number 831-241-3236 (I don't have his last name) contacted me concerning my wife Natalia Cuevas. He encountered her in a very bad emotional state after having experienced a major setback in her life, which had resulted in her making a poor decision with alcohol consumption.

She was supposed to have been flying home to Huntsville, Alabama and I was not there to assist her. Furthermore, I did not have any contact information for any of the personnel that she had traveled to Monterey to work with.

I am a Retired Combat Veteran and I was very impressed with how Officer Jeff patiently worked with us to find a solution. Officer Jeff truly went far above and beyond to ensure the safety of Natalia. His actions not only resulted in Natalia being safely delivered to an Airport Hotel Room with all her possessions, but also directly resulted in her being able to safely fly home the next day. Officer Jeff also maintained an open line of communication with me and checked in with me on Natalia's condition the next day.

I can tell you that Natalia and I along with our whole family are truly grateful for his exceedingly caring public safety service provided.

Officer Jeff professionalism and actions are a great credit to both your Police Department and your City.

I was very pleased to share this story with my Uncle that had previously served on the [REDACTED] Police Department for over 20 years.

Thank you so much for all that you and your Officers do.

God bless and watch over all of you.

Very Respectfully,

Kevin [REDACTED]

[REDACTED]
Madison, AL 35757
[REDACTED]

County Support Thanks from DEA

Foust, Shawn J. <Shawn.J.Foust@dea.gov>

Wed 4/26/2023 12:17 PM

To:

[REDACTED]
[REDACTED] Chris Salopek <CSalopek@delreyoaks.org>; Kristofer Moore
<KMoore@delreyoaks.org>

[REDACTED]
[REDACTED] >:Chris Bourquin <CBourquin@delrevoaks.org>

CAUTION: This email is from outside the City of Del Rey Oaks. Do NOT click LINKS or open ATTACHMENTS unless you are sure it is safe.

Gents & Leaders,

[REDACTED] your support with manpower for an evening search warrant was very much appreciated and made for a safer environment. That search warrant and all of our investigations cannot be done without your help. We look forward to continuing to help you any way we can throughout the county. [REDACTED]

Stay Safe,
Shawn

Shawn Foust, Supervisory Special Agent
Drug Enforcement Administration
Monterey Area Gang & Narcotics Enforcement Team
[REDACTED]



-Peace via Justice-

314th Training Squadron

Presents this

Certificate of Appreciation

to

Del Rey Oaks Police Department

For your dedication in volunteering your time and providing a safe shooting environment to the students and service members of the Defense Language Institute Foreign Language Center and Naval Postgraduate School during the German Armed Forces Proficiency Badge Competition, on 4 March 2023.



Katherine Ward

Katherine A. Ward, Maj, USAF
Commander, 314th Training Squadron