



# 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, NOVEMBER 15, 2022 AT 6:00 PM**

**MEETING TO BE HELD VIRTUALLY ONLY  
AT THE FOLLOWING ZOOM LINK PER GOVERNOR NEWSOM'S EXECUTIVE ORDERS AND  
AB 361 REGARDING BROWN ACT COVID-19 PROTOCOLS:**

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portion of the meeting.**

- 1. ROLL CALL - Council**
- 2. PLEDGE OF ALLEGIANCE**
- 3. INVOCATION - Pastor Ogarrio, Monterey Bay Christian Center-Seaside**
- 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. CONSENT AGENDA:**
  - A. MINUTES: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)**
    - 1. October 25, 2022, Regular City Council Meeting Minutes**
  - B. MONTHLY REPORTS: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)**

- 2. Claims, October 2022
- 3. Financials, October 2022 and October 2021
- 4. Fire Department Response Report, October 2022
- 5. Police Activity Report, October 2022

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

- 6. Consider Adoption of Resolution 2022-27 AB 361 Brown Act Teleconferencing

**8. OLD BUSINESS:**

- A. None

**9. NEW BUSINESS:**

- A. Adoption of Resolution 2022-28 Declaring City-Owned Properties as Surplus Land Action Item
- B. Discussion of Definitions for the City's Core Values Discussion Item

**10. COUNCIL REPORTS:**

- A. Council Reports

**11. CORRESPONDENCE:**

- A. MST Highlights  
TAMC Highlights  
Veteran's Affairs Update  
Mosquito Abatement Update

**13. NEXT MEETING DATE:**

- A. Tuesday, December 13, 2022 at 6:00PM

**14. ADJOURNMENT**

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

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- 1. Go to the zoom website: <https://www.zoom.us/join>**

**Enter the Meeting ID You can then choose whether to come into the meeting with your audio or video enabled or disabled**

# **City of Del Rey Oaks**

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



## **Action Minutes**

**Tuesday, October 25, 2022 - 6:00 PM**

**City Council – Regular Meeting**

### **Del Rey Oaks City Council**

**Alison Kerr – Mayor  
John Gaglioti – Vice Mayor  
Pat Lintell – Councilmember  
Scott Donaldson – Councilmember  
Kim Shirley – Councilmember**

**Action Minutes  
City Council – 10/25/2022**

<https://www.delreyoaks.org/citycouncil/page/city-council-regular-meeting-october-25th>

**6:00 PM – Called to Order:**

The meeting was called to order by Mayor Kerr.

**Roll Call:**

Present: Mayor Kerr, Vice Mayor Gaglioti, Councilmember Lintell, Councilmember Donaldson and Councilmember Shirley

**Pledge of Allegiance:**

Mayor Kerr led the Pledge of Allegiance

**Proclamations:**

**Breast Cancer Awareness Month  
Domestic Violence Awareness Month  
Filipino American History Month  
LGBTQ+ History Month**

**Public Comment:**

**NONE**

**Presentations:**

**Chief Hoyne and Commander Bourquin gave an Update on the Police Department Strategic Plan, and the technology updates the Department has implemented in the last year.**

**The Council thanks them both, great job!**

**Consent Agenda:**

- A. **MINUTES:** (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)
  - 1. **September 27, 2022, Regular City Council Meeting Minutes**

**Action Minutes**  
**City Council – 10/25/2022**

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

1. **Claims, September 2022**
2. **Financials, September 2022 and September 2021**
3. **Fire Department Response Report, September 2022**
4. **Police Activity Report, September 2022**

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

1. **Updated Strategic Planning Grid**
2. **Consider Adoption of Resolution 2022 - 26 AB 361 Brown Act Teleconferencing**
4. **Approve Vacation Buy Back Policy**
5. **Approve 2022-23 Revised Salary Schedule to Include City Manager Revised Salary**
6. **Approve Recruitment Relocation Assistance Policy**

**Council Member Shirley:** Pulls item C.1., hasn't changed in six months

**City Manager Guertin:** Gives details regarding Personnel Manual and other items.

A motion was made by Council Member Lintell, seconded by Mayor Kerr to approve the Consent Agenda.

Roll call vote taken pursuant to Government Code 54953:

Mayor Kerr: **AYE**  
Vice Mayor Gaglioti: **AYE**  
Councilmember Lintell: **AYE**  
Councilmember Donaldson: **AYE**  
Councilmember Shirley: **AYE**

**The Consent Agenda passed 5-0**

**New Business:**

- A. **Consider Reimbursement Agreement with Monterey Peninsula Engineering for Environmental Review Phase of a Proposed Pavement Recycling Facility Project on City-owned Property**

**City Manager Guertin:** Gave details regarding agreement.

**Public Comment:**

**Scott Waltz:** TAMC should be listed and FORTAG to be considered.

**Further discussion regarding listing TAMC to the document.**

**Action Minutes  
City Council – 10/25/2022**

A motion was made by Vice Mayor Gaglioti, seconded by Council Member Lintell to approve the Reimbursement Agreement with MPE

Roll call vote taken pursuant to Government Code 54953:

- Mayor Kerr: **AYE**
- Vice Mayor Gaglioti: **AYE**
- Councilmember Lintell: **AYE**
- Councilmember Donaldson: **AYE**
- Councilmember Shirley: **AYE**

**The Consent Agenda passed 5-0**

**Staff Reports:**

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

**Correspondence:**

- Veterans Affair Update**
- MST Highlights**
- TAMC Highlights**
- Federal Facility Award**
- Greenwaste Holiday Schedule**

**Next Meeting Date:**

Tuesday, November 15, 2022

**Adjournment: 7:50 pm**

**Attest:**

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**Date:**

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## Staff Report

**DATE:** November 15, 2022

**TO:** Honorable Mayor and Members of the Finance Committee

**FROM:** John Guertin, City Manager

**SUBJECT:** October 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

Consider approval of October Financial Reports

### Background

The salary schedule is approved annually as part of the budget approvals. City Council routinely receives financial reports for the previous month.

### Summary & Discussion

Attached are the following financial statements:

- October 2022 Cash Balances – The report shows where the City’s funds are invested. The City continue to have a healthy cash balance \$12,774,515.
- October 2022 Checks Issued Register – This is a listing of all the payments issued for the month.
- October 2022 General Fund Summary – This is a one-page summary of the General Fund, the City’s main operating fund. For the month of October, the General Fund shows an operating surplus of \$53,654 and a year-to-date deficit of \$76,525. At 33.30% of the year (4 months) the City’s revenues are slightly lower at 29.76% and expenditures are also slightly higher at 31.54%.
- October 2022 YTD Budget v. Actual Detail – This report shows the line item for all revenues and expenditures by fund and department.

### Fiscal Impacts

None. This is informational only.

### Recommendation

Staff recommends receiving the reports.

**ATTACHMENTS:**

- October 2022 Cash Balances
- October 2022 Checks Issued Register
- October 2022 General Fund Summary
- October 2022 YTD Budget v. Actual Detail

Respectfully Submitted,

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John Guertin  
City Manager

**City of Del Rey Oaks  
Statement of Revenue and Expenditures - YTD Bud v. Actual by Fund & Dept (FY 22-23)**

100 - General Fund  
From 10/1/2022 Through 10/31/2022

		Current Period Actual	Current Year Actual	Total Budget - Original	Percent of Budget Used
Revenue					
Non Department Specific	000				
P/T-Secured	41110	0.00	0.00	520,200.00	0.00%
P/T-Unsecured	41120	0.00	0.00	23,000.00	0.00%
P/T-Prior Secured	41130	0.00	0.00	6,000.00	0.00%
Prior Unsecured	41140	0.00	0.00	100.00	0.00%
P/T-Unitary Tax	41150	0.00	0.00	8,600.00	0.00%
P/T-Supplemental Roll (SB813)	41160	0.00	0.00	12,000.00	0.00%
Property Tax - Vlf	41170	0.00	0.00	167,000.00	0.00%
P/T-Int/Penal	41180	0.00	0.00	800.00	0.00%
Sales Tax	42210	36,500.86	148,212.45	450,000.00	32.93%
Sales Tax - Add On	42220	73,369.28	320,348.42	803,000.00	39.89%
Cannabis Tax	42222	10,240.50	42,090.80	200,000.00	21.04%
Transient Occupancy Tax	42230	39,350.04	77,138.79	75,000.00	102.85%
Property Transfer Tax	42250	0.00	0.00	5,000.00	0.00%
Sewer Impact	42290	0.00	0.00	15,000.00	0.00%
Business Licenses	42310	530.00	55,456.92	215,000.00	25.79%
Gas Franchises	42761	0.00	0.00	5,800.00	0.00%
Electric Franchises	42762	0.00	0.00	18,500.00	0.00%
Garbage Franchises	42763	24,864.32	49,759.50	100,000.00	49.75%
Cable Tv Franchises	42764	0.00	7,106.42	26,000.00	27.33%
Water Franchises	42765	0.00	0.00	23,000.00	0.00%
Sb1186 Disability Access Fund	43311	24.00	1,430.72	1,000.00	143.07%
SB1473 Evironmental Assessment Fee	43312	12.04	26.04	100.00	26.04%
Building Permits	43320	6,296.32	16,977.64	40,000.00	42.44%
Cannabis Business Permit	43325	0.00	0.00	30,000.00	0.00%
Plan Check Fees	43330	5,561.75	10,211.48	17,000.00	60.06%
Street Opening Permits Fees	43340	750.00	2,250.00	5,000.00	45.00%
Plumbing Permits	43350	125.00	625.00	1,600.00	39.06%
Electrical Permits	43360	125.00	250.00	1,600.00	15.62%
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	159.00	1,294.55	5,000.00	25.89%
Interest Earned	46100	0.00	6,246.85	10,000.00	62.46%
Rental - Garden Ctr	46815	3,000.00	12,000.00	36,000.00	33.33%
Rental - Airport RV	46816	2,900.00	11,600.00	35,000.00	33.14%
Rental - PW Bldg	46817	0.00	1,000.00	0.00	0.00%
HOPTR	47130	0.00	0.00	1,200.00	0.00%
Vehicle License Collection	47140	0.00	25.00	0.00	0.00%
Cop Monies	47240	0.00	98,604.61	100,000.00	98.60%
AMBAG REAP Grant - Housing Element	47241	0.00	3,123.50	0.00	0.00%
SB1383 Organics Recycling	47243	6,292.22	6,292.22	0.00	0.00%
Prop 172	47750	0.00	11,314.92	25,000.00	45.25%
Grants - Wellness	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	1,053.09	0.00	0.00%
Police Reports	48210	0.00	150.00	1,000.00	15.00%
Police Services	48211	0.00	8,625.00	48,000.00	17.96%
Public Events	48212	0.00	0.00	5,000.00	0.00%
Use Permits	48805	3,020.00	11,920.00	20,000.00	59.60%
Maps/Publications	48810	0.00	0.00	100.00	0.00%

**City of Del Rey Oaks  
Statement of Revenue and Expenditures - YTD Bud v. Actual by Fund & Dept (FY 22-23)**

100 - General Fund  
From 10/1/2022 Through 10/31/2022

		Current Period Actual	Current Year Actual	Total Budget - Original	Percent of Budget Used
Property Inspections	48825	0.00	1,000.00	4,500.00	22.22%
Miscellaneous Revenue	48840	4,372.47	6,302.52	10,000.00	63.02%
Rental - Park	48910	50.00	1,700.00	3,100.00	54.83%
Total Non Department Specific		217,542.80	922,065.94	3,087,900.00	29.86%
Police	210				
Airport Police Services	48220	90,304.17	357,466.68	1,211,250.00	29.51%
Total Police		90,304.17	357,466.68	1,211,250.00	29.51%
Total Revenue		307,846.97	1,279,532.62	4,299,150.00	29.76%
Expense					
Council	110				
Council Member Stipend	61115	625.00	2,500.00	9,000.00	27.77%
Medicare	61130	9.06	36.24	200.00	18.12%
Social Security	61131	38.75	155.00	0.00	0.00%
Employer FUTA	61132	3.75	15.00	0.00	0.00%
Dental Expense	61135	0.00	1,343.49	7,400.00	18.15%
Member/Dues/Contributions	64550	0.00	879.00	2,000.00	43.95%
Strategic Planning	64570	0.00	0.00	12,000.00	0.00%
Travel Expenses	64610	0.00	0.00	3,000.00	0.00%
Total Council		676.56	4,928.73	33,600.00	14.67%
City Clerk	111				
Payroll	61105	12,009.64	44,167.46	142,800.00	30.92%
Temp Payroll	61107	0.00	0.00	25,000.00	0.00%
Overtime	61110	884.06	2,476.93	5,000.00	49.53%
PERS UAL	61124	0.00	38,622.00	40,000.00	96.55%
PERS Retirement	61125	1,088.90	2,923.97	11,700.00	24.99%
Medicare	61130	185.13	641.32	2,100.00	30.53%
Employer FUTA	61132	0.00	42.01	0.00	0.00%
Dental Expense	61135	0.00	571.70	3,400.00	16.81%
Health Insurance	61140	3,260.86	11,974.61	47,200.00	25.36%
Health Insurance -Retiree	61141	0.00	0.00	1,860.00	0.00%
Vision Ins	61145	16.51	77.42	500.00	15.48%
Workers Comp	61150	0.00	5,181.00	7,900.00	65.58%
Wellness Program	61155	120.00	396.44	1,100.00	36.04%
Materials/Supply	62410	316.41	2,190.21	16,300.00	13.43%
Office Supplies	62430	149.86	1,453.07	11,200.00	12.97%
Repair/Maintenance	63505	0.00	400.43	3,000.00	13.34%
Telephone	63530	114.05	1,260.61	7,680.00	16.41%
Website Design & Maintenance	63535	32.48	79.95	3,800.00	2.10%
Postage / Shipping	63540	449.02	887.01	2,400.00	36.95%
Training	63605	500.00	517.95	5,000.00	10.35%
Liability/Prop Non-Dpt	63620	0.00	8,194.78	14,900.00	54.99%
Contract Services - IT	63635	0.00	1,818.89	5,000.00	36.37%
Contract Services - HR	63652	27.30	27.30	40,000.00	0.06%
Organic Waste Regs Services	63654	0.00	0.00	12,000.00	0.00%
Agenda Management System	64315	0.00	4,920.00	4,920.00	100.00%
Document Management System	64316	0.00	0.00	1,500.00	0.00%
Municipal Code Service	64320	0.00	3,278.34	10,000.00	32.78%
Records Retention Services	64330	0.00	0.00	5,000.00	0.00%
Member/Dues/Contributions	64550	0.00	200.00	1,000.00	20.00%
Election Cost	64588	8,477.79	8,477.79	0.00	0.00%
Furniture, Equipment & Vehicles	66300	0.00	0.00	3,000.00	0.00%
Total City Clerk		27,632.01	140,781.19	435,260.00	32.34%

City of Del Rey Oaks  
Statement of Revenue and Expenditures - YTD Bud v. Actual by Fund & Dept (FY 22-23)

100 - General Fund  
From 10/1/2022 Through 10/31/2022

		Current Period Actual	Current Year Actual	Total Budget - Original	Percent of Budget Used
City Manager	120				
Payroll	61105	18,534.51	60,365.06	175,000.00	34.49%
PERS UAL	61124	0.00	893.00	900.00	99.22%
PERS Retirement	61125	1,547.19	3,874.40	13,100.00	29.57%
Medicare	61130	268.40	873.52	2,500.00	34.94%
Dental Expense	61135	0.00	579.87	1,700.00	34.11%
Health Insurance	61140	2,748.23	10,992.92	23,600.00	46.58%
Vision Ins	61145	29.60	118.40	200.00	59.20%
Workers Comp	61150	0.00	6,484.00	9,700.00	66.84%
Wellness Program	61155	0.00	0.00	500.00	0.00%
Deferred Compensation	61165	0.00	0.00	12,000.00	0.00%
Admin Leave	61175	0.00	0.00	7,000.00	0.00%
Auto Allowance	61180	415.38	1,661.52	5,400.00	30.76%
Office Supplies	62430	125.62	125.62	1,530.00	8.21%
Liability/Prop Non-Dpt	63620	0.00	10,454.00	18,200.00	57.43%
Member/Dues/Contributions	64550	0.00	550.00	3,500.00	15.71%
Books and Periodicals	64565	0.00	0.00	300.00	0.00%
Travel Expenses	64610	0.00	0.00	8,000.00	0.00%
Contingency	66905	0.00	0.00	8,830.00	0.00%
Total City Manager		23,668.93	96,972.31	291,960.00	33.21%
Audit/Treasurer	130				
ADP Payroll Fees	62310	0.00	0.00	7,100.00	0.00%
Bank Service Charges	62320	0.00	1,716.42	1,000.00	171.64%
Accounting Software	62431	0.00	0.00	3,600.00	0.00%
Contractual Services - Audit	63625	0.00	1,400.00	31,000.00	4.51%
Actuarial Services	63627	0.00	0.00	4,500.00	0.00%
Contract Services - Accounting	63645	23,380.74	42,207.84	180,000.00	23.44%
Total Audit/Treasurer		23,380.74	45,324.26	227,200.00	19.95%
Legal	150				
Contract Services - Legal	63650	8,575.00	48,501.65	200,000.00	24.25%
Legal Advert	64560	0.00	157.50	1,500.00	10.50%
Total Legal		8,575.00	48,659.15	201,500.00	24.15%
Planning & Building Regulation	160				
Economic Development Services	63639	0.00	4,024.50	30,000.00	13.41%
Contract Services - Planning	63640	0.00	0.00	40,000.00	0.00%
Building Inspections Services	63648	0.00	7,595.08	30,240.00	25.11%
Engineering Services	63649	0.00	0.00	5,000.00	0.00%
Travel Expenses	64610	0.00	0.00	3,000.00	0.00%
Total Planning & Building Regulation		0.00	11,619.58	108,240.00	10.74%
Government Buildings	180				
Repair/Maintenance	63505	31.65	2,257.86	20,000.00	11.28%
Janitorial Fund	63660	500.00	1,300.00	2,100.00	61.90%
Total Government Buildings		531.65	3,557.86	22,100.00	16.10%
Non-Departmental	190				
Materials/Supply	62410	0.00	119.92	6,120.00	1.95%
Telephone	63530	0.00	0.00	1,120.00	0.00%
Liability/Prop Non-Dpt	63620	0.00	12,066.49	0.00	0.00%
Member/Dues/Contributions	64550	3,000.00	11,071.24	13,000.00	85.16%
Misc Expenses	64580	0.00	0.00	1,000.00	0.00%
S.M.I.P.	64930	0.00	31.44	200.00	15.72%
Sb 1473	64940	0.00	10.80	100.00	10.80%

**City of Del Rey Oaks  
Statement of Revenue and Expenditures - YTD Bud v. Actual by Fund & Dept (FY 22-23)**

100 - General Fund  
From 10/1/2022 Through 10/31/2022

		Current Period Actual	Current Year Actual	Total Budget - Original	Percent of Budget Used
Total Non-Departmental		<u>3,000.00</u>	<u>23,299.89</u>	<u>21,540.00</u>	<u>108.17%</u>
Police	210				
Payroll	61105	72,728.01	291,355.06	1,026,100.00	28.39%
Overtime	61110	21,397.62	61,449.48	120,000.00	51.20%
Reserves Payroll	61120	7,530.00	27,810.00	100,000.00	27.81%
PERS UAL	61124	0.00	105,353.00	109,000.00	102.38%
PERS Retirement	61125	13,601.62	35,509.35	127,500.00	27.85%
PERS 457 Expense	61126	3,600.00	11,550.00	36,000.00	32.08%
Medicare	61130	1,500.95	5,524.39	14,900.00	37.07%
Social Security	61131	194.37	774.70	0.00	0.00%
Employer FUTA	61132	32.49	93.51	0.00	0.00%
Dental Expense	61135	0.00	4,044.49	19,400.00	20.84%
Health Insurance	61140	18,329.09	78,358.26	243,000.00	32.24%
Health Insurance -Retiree	61141	149.00	596.00	700.00	85.14%
Vision Ins	61145	83.08	860.64	2,900.00	29.67%
Workers Comp	61150	0.00	86,697.13	212,800.00	40.74%
Wellness Program	61155	0.00	1,825.26	5,300.00	34.43%
Uniform Allowance	61160	2,250.00	2,250.00	10,000.00	22.50%
Materials/Supply	62410	109.23	34,384.69	45,000.00	76.41%
Ammunition	62420	0.00	4,678.90	4,000.00	116.97%
Office Supplies	62430	0.00	308.75	3,000.00	10.29%
PD Safety Equip Lease - Principal	62460	0.00	0.00	24,300.00	0.00%
PD Safety Equip Lease - Interest	62461	0.00	0.00	1,000.00	0.00%
Auto Ops - Supplies / Equip	62710	0.00	88.69	2,500.00	3.54%
Auto Ops - Fuel	62720	3,482.39	8,940.97	30,000.00	29.80%
Repair/Maintenance	63505	75.00	1,859.86	14,000.00	13.28%
Telephone	63530	658.04	5,066.91	14,000.00	36.19%
Internet	63531	0.00	0.00	2,500.00	0.00%
Records Management	63537	0.00	2,638.90	3,400.00	77.61%
Software-Annual Maintenance					
Annual Maintenance	63538	0.00	0.00	3,400.00	0.00%
Postage / Shipping	63540	0.00	118.50	500.00	23.70%
Training	63605	1,412.84	4,877.79	15,000.00	32.51%
Liability/Prop Non-Dpt	63620	0.00	54,784.79	111,800.00	49.00%
Contractual Services - Audit	63625	0.00	0.00	4,500.00	0.00%
Contract Services - IT	63635	0.00	2,050.00	6,000.00	34.16%
Contract Services - HR	63652	0.00	0.00	3,000.00	0.00%
Janitorial Fund	63660	0.00	0.00	2,000.00	0.00%
Radio Dispatch Police	63665	0.00	40,633.00	73,300.00	55.43%
Auto Repair/Maintenance	63730	0.00	3,878.67	14,000.00	27.70%
Animal Regulation Fire	63820	0.00	0.00	500.00	0.00%
Fund Jail & Prisoner	63830	0.00	0.00	200.00	0.00%
Acjis System Police	63840	0.00	0.00	9,000.00	0.00%
Personnel Recruit & Pre-Employment	64545	0.00	0.00	3,000.00	0.00%
Member/Dues/Contributions	64550	0.00	642.00	5,000.00	12.84%
Books and Periodicals	64565	0.00	159.00	900.00	17.66%
Travel Expenses	64610	<u>0.00</u>	<u>5,971.20</u>	<u>12,000.00</u>	<u>49.76%</u>
Total Police		147,133.73	885,133.89	2,435,400.00	36.44%
Fire/Animal Control	220				
Fire Seaside	63810	0.00	0.00	219,100.00	0.00%

City of Del Rey Oaks  
Statement of Revenue and Expenditures - YTD Bud v. Actual by Fund & Dept (FY 22-23)

100 - General Fund  
From 10/1/2022 Through 10/31/2022

		Current Period Actual	Current Year Actual	Total Budget - Original	Percent of Budget Used
Total Fire/Animal Control		0.00	0.00	219,100.00	0.00%
Public Works/Streets	311				
Payroll	61105	6,147.71	24,616.66	79,700.00	30.88%
Overtime	61110	0.00	0.00	3,000.00	0.00%
PERS UAL	61124	0.00	893.00	1,000.00	89.30%
PERS Retirement	61125	686.10	1,806.73	6,000.00	30.11%
Medicare	61130	88.78	355.12	1,200.00	29.59%
Dental Expense	61135	0.00	380.94	1,700.00	22.40%
Health Insurance	61140	2,114.02	8,456.08	23,600.00	35.83%
Vision Ins	61145	16.51	66.04	300.00	22.01%
Workers Comp	61150	0.00	2,372.00	4,400.00	53.90%
Wellness Program	61155	0.00	0.00	500.00	0.00%
Materials/Supply	62410	405.03	13,837.89	16,500.00	83.86%
Office Supplies	62430	0.00	273.14	1,530.00	17.85%
Auto Ops - Supplies / Equip	62710	0.00	566.85	2,500.00	22.67%
Auto Ops - Fuel	62720	373.64	2,103.21	5,000.00	42.06%
Repair/Maintenance	63505	1,556.17	9,223.06	41,000.00	22.49%
Gabilan Crew	63515	0.00	0.00	5,000.00	0.00%
Utilities/Pge	63520	0.00	1,984.85	12,000.00	16.54%
Utilities/Water	63525	676.66	1,147.57	3,200.00	35.86%
Training	63605	0.00	0.00	5,000.00	0.00%
Liability/Prop Non-Dpt	63620	0.00	3,827.33	5,500.00	69.58%
Auto Repair/Maintenance	63730	0.00	470.15	8,300.00	5.66%
Storm Water Project - Phase 4	64920	0.00	0.00	23,000.00	0.00%
Contingency	66905	0.00	0.00	8,820.00	0.00%
Total Public Works/Streets		12,064.62	72,380.62	258,750.00	27.97%
Parks/Recreation	411				
Materials/Supply	62410	7,074.74	7,256.44	16,500.00	43.97%
Repair/Maintenance	63505	159.49	15,258.05	25,000.00	61.03%
Utilities/Water	63525	295.46	885.82	2,000.00	44.29%
Travel Expenses	64610	0.00	0.00	1,000.00	0.00%
Total Parks/Recreation		7,529.69	23,400.31	44,500.00	52.58%
Total Expense		254,192.93	1,356,057.79	4,299,150.00	31.59%
Excess(Deficit) of Revenue Over Expenditures		53,654.04	(76,525.17)	0.00	0.00%

**City of Del Rey Oaks**  
**Statement of Revenue and Expenditures - YTD Bud v. Actual by Fund & Dept (FY 22-23)**

210 - Gas Tax Fund  
 From 10/1/2022 Through 10/31/2022

		<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>Total Budget - Original</u>	<u>Percent of Budget Used</u>
Revenue					
Non Department Specific	000				
Gas Tax 2103	47010	1,239.75	4,799.14	15,000.00	31.99%
Gas Tax 2105	47020	755.31	2,959.32	10,400.00	28.45%
Gas Tax 2106	47030	723.37	3,897.97	9,100.00	42.83%
Gas Tax 2107	47040	1,037.15	3,078.62	14,200.00	21.68%
Gas Tax 2107.5	47050	<u>0.00</u>	<u>1,000.00</u>	<u>1,000.00</u>	<u>100.00%</u>
Total Non Department Specific		<u>3,755.58</u>	<u>15,735.05</u>	<u>49,700.00</u>	<u>31.66%</u>
Total Revenue		<u><u>3,755.58</u></u>	<u><u>15,735.05</u></u>	<u><u>49,700.00</u></u>	<u><u>31.66%</u></u>
Expense					
Public Works/Streets	311				
Street Sweeping	63510	0.00	0.00	10,000.00	0.00%
Street Lighting	63910	<u>0.00</u>	<u>2,100.58</u>	<u>15,000.00</u>	<u>14.00%</u>
Total Public Works/Streets		<u>0.00</u>	<u>2,100.58</u>	<u>25,000.00</u>	<u>8.40%</u>
Total Expense		<u><u>0.00</u></u>	<u><u>2,100.58</u></u>	<u><u>25,000.00</u></u>	<u><u>8.40%</u></u>
Excess(Deficit) of Revenue Over Expenditures		3,755.58	13,634.47	24,700.00	55.20%

**City of Del Rey Oaks  
Statement of Revenue and Expenditures - YTD Bud v. Actual by Fund & Dept (FY 22-23)**

211 - SB1 Fund  
From 10/1/2022 Through 10/31/2022

		<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>Total Budget - Original</u>	<u>Percent of Budget Used</u>
Revenue					
Non Department Specific	000				
SB 1 Funds	47777	0.00	8,373.41	36,900.00	22.69%
MBASIA Contribution	48970	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>0.00%</u>
Total Non Department Specific		<u>0.00</u>	<u>8,373.41</u>	<u>46,900.00</u>	<u>17.85%</u>
Total Revenue		<u><u>0.00</u></u>	<u><u>8,373.41</u></u>	<u><u>46,900.00</u></u>	<u><u>17.85%</u></u>
Expense					
Street Improvements	523				
Street Improvements	66410	<u>0.00</u>	<u>0.00</u>	<u>70,000.00</u>	<u>0.00%</u>
Total Street Improvements		<u>0.00</u>	<u>0.00</u>	<u>70,000.00</u>	<u>0.00%</u>
Total Expense		<u>0.00</u>	<u>0.00</u>	<u>70,000.00</u>	<u>0.00%</u>
Excess(Deficit) of Revenue Over Expenditures		0.00	8,373.41	(23,100.00)	(36.24)%

**City of Del Rey Oaks  
Statement of Revenue and Expenditures - YTD Bud v. Actual by Fund & Dept (FY 22-23)**

212 - Measure X Fund  
From 10/1/2022 Through 10/31/2022

		<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>Total Budget - Original</u>	<u>Percent of Budget Used</u>
<b>Revenue</b>					
Non Department Specific	000				
Measure X	47775	0.00	0.00	92,000.00	0.00%
Total Non Department Specific		0.00	0.00	92,000.00	0.00%
Total Revenue		<u>0.00</u>	<u>0.00</u>	<u>92,000.00</u>	<u>0.00%</u>
<b>Expense</b>					
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	0.00	90,000.00	0.00%
Interest - Measure X	65203	0.00	0.00	2,000.00	0.00%
Total Debt Service - Measure X		0.00	0.00	92,000.00	0.00%
Total Expense		<u>0.00</u>	<u>0.00</u>	<u>192,000.00</u>	<u>0.00%</u>
Excess(Deficit) of Revenue Over Expenditures		0.00	0.00	(100,000.00)	0.00%

**City of Del Rey Oaks  
Statement of Revenue and Expenditures - YTD Bud v. Actual by Fund & Dept (FY 22-23)**

223 - ARPA Fund  
From 10/1/2022 Through 10/31/2022

		<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>Total Budget - Original</u>	<u>Percent of Budget Used</u>
<b>Revenue</b>					
Non Department Specific	000				
ARPA Grant	47521	<u>0.00</u>	<u>197,836.00</u>	<u>197,870.00</u>	<u>99.98%</u>
Total Non Department Specific		<u>0.00</u>	<u>197,836.00</u>	<u>197,870.00</u>	<u>99.98%</u>
Total Revenue		<u><u>0.00</u></u>	<u><u>197,836.00</u></u>	<u><u>197,870.00</u></u>	<u><u>99.98%</u></u>
<b>Expense</b>					
City Clerk	111				
Agenda Management System	64315	0.00	3,150.00	0.00	0.00%
Computer Server Replace	64318	<u>0.00</u>	<u>0.00</u>	<u>12,000.00</u>	<u>0.00%</u>
Total City Clerk		<u>0.00</u>	<u>3,150.00</u>	<u>12,000.00</u>	<u>26.25%</u>
City Hall Parking Lot Imp	527				
Parking Lot Improvements	66425	<u>0.00</u>	<u>0.00</u>	<u>150,000.00</u>	<u>0.00%</u>
Total City Hall Parking Lot Imp		<u>0.00</u>	<u>0.00</u>	<u>150,000.00</u>	<u>0.00%</u>
Park Parking Lot	528				
Parking Lot Improvements	66425	<u>0.00</u>	<u>0.00</u>	<u>60,500.00</u>	<u>0.00%</u>
Total Park Parking Lot		<u>0.00</u>	<u>0.00</u>	<u>60,500.00</u>	<u>0.00%</u>
Total Expense		<u><u>0.00</u></u>	<u><u>3,150.00</u></u>	<u><u>222,500.00</u></u>	<u><u>1.42%</u></u>
Excess(Deficit) of Revenue Over Expenditures		0.00	194,686.00	(24,630.00)	(790.44)%

City of Del Rey Oaks  
**Statement of Revenue and Expenditures - YTD Bud v. Actual by Fund & Dept (FY 22-23)**

311 - Prop 68 Grant Fund  
 From 10/1/2022 Through 10/31/2022

		Current Period Actual	Current Year Actual	Total Budget - Original	Percent of Budget Used
<b>Revenue</b>					
Non Department Specific	000				
Donations	48844	0.00	0.00	30,000.00	0.00%
Total Non Department Specific		0.00	0.00	30,000.00	0.00%
Total Revenue		<u>0.00</u>	<u>0.00</u>	<u>30,000.00</u>	<u>0.00%</u>
<b>Expense</b>					
Park Play Structure	529				
Park Improvements	66420	0.00	7,353.99	13,850.00	53.09%
Total Park Play Structure		0.00	7,353.99	13,850.00	53.10%
Basketball Court Reconstruction	530				
Park Improvements	66420	0.00	0.00	30,000.00	0.00%
Total Basketball Court Reconstruction		0.00	0.00	30,000.00	0.00%
Park Parking Lot/Accessibility Project	531				
Park Improvements	66420	0.00	0.00	59,500.00	0.00%
Total Park Parking Lot/Accessibility Project		0.00	0.00	59,500.00	0.00%
Total Expense		<u>0.00</u>	<u>7,353.99</u>	<u>103,350.00</u>	<u>7.12%</u>
Excess(Deficit) of Revenue Over Expenditures		0.00	(7,353.99)	(73,350.00)	10.02%

## City of Del Rey Oaks

Check/Voucher Register - Check Register for Council Packet - RM  
From 10/1/2022 Through 10/31/2022

Check Number	Payee	Transaction Description	Check Amount
100622-1	P.E.R.S.-HEALTH	CalPERS 1800 Health 10/2022	26,601.20
	Total P.E.R.S.-HEALTH		26,601.20
100622-2	SHELL FLEET PLUS-WEX BANK	September 2022 Gas Usage	373.64
	Total SHELL FLEET PLUS-WEX BANK		373.64
20920	A.F. Electric	Electrical work	355.00
	Total A.F. Electric		355.00
20921	AT&T CAL NET 2	Acct#9391033790 services 8/9-9/18/22 -telephone	114.05
	AT&T CAL NET 2	Acct#9391033791 services 8/19-9/18/22 -telephone	229.24
	Total AT&T CAL NET 2		343.29
20922	CALIFORNIA-AMERICAN WATER	Acct#1015-210018796550 services 8/19-9/20/22 -water	36.52
	CALIFORNIA-AMERICAN WATER	Acct#1015-210018799016 services 8/19-9/20/22	36.52
	CALIFORNIA-AMERICAN WATER	Acct#1015-210018869991 services 3/19-9/20/22	1,701.12
	CALIFORNIA-AMERICAN WATER	Acct#1015-210021092445 services 8/19-9/20/22 -water	36.52
	CALIFORNIA-AMERICAN WATER	Acct#1015-210021255352 services 8/16-9/20/22 -water	37.45
	CALIFORNIA-AMERICAN WATER	Acct#1015-210021327653 services 8/19-9/20/22 -water	139.26
	CALIFORNIA-AMERICAN WATER	Acct#1015-210021396208 services 08/19-09/20/22	55.94
	CALIFORNIA-AMERICAN WATER	Acct#1015-210021397607 services 8/1-9/20/22	129.96
	Total CALIFORNIA-AMERICAN WATER		2,173.29
20923	COMCAST BUSINESS	Acct#8155100230699260 services 9/18-10/17/22 -phones	291.92
	Total COMCAST BUSINESS		291.92
20924	COUNTY OF MONTEREY -ELECTION DEPT.	June 7, 2022 Election charges	8,477.79
	Total COUNTY OF MONTEREY -ELECTION DEPT.		8,477.79
20925	FENTON & KELLER	August 2022 Professional Services Rendered	8,575.00
	Total FENTON & KELLER		8,575.00
20926	GLOBALSTAR USA	Acct#AC00115154 services 9/16/22 - 10/15/22 -wireless	136.88

## City of Del Rey Oaks

Check/Voucher Register - Check Register for Council Packet - RM  
From 10/1/2022 Through 10/31/2022

Check Number	Payee	Transaction Description	Check Amount
	Total GLOBALSTAR USA		136.88
20927	I.M.P.A.C.GOVERNM'T SER	VISA City Staff Charges	8,788.76
	I.M.P.A.C.GOVERNM'T SER	VISA PD Charges	<u>1,564.17</u>
	Total I.M.P.A.C.GOVERNM'T SER		10,352.93
20928	JAMES DE CHALK	09/2022 Janitorial services	<u>500.00</u>
	Total JAMES DE CHALK		500.00
20929	KAREN MINAMI	Minami Wellness Reimbursement	<u>120.00</u>
	Total KAREN MINAMI		120.00
20930	M&S BUILDING SUPPLY, INC.	Supplies	<u>39.42</u>
	Total M&S BUILDING SUPPLY, INC.		39.42
20931	PITNEY BOWES INC	Acct#8000-9000-0346-3050	<u>449.02</u>
	Total PITNEY BOWES INC		449.02
20932	REGIONAL GOVERNMENT SERIVCES	August 2022 Contract Services	<u>23,408.04</u>
	Total REGIONAL GOVERNMENT SERIVCES		23,408.04
20933	United Way Monterey County	Financial support for 211 Monterey County 2022/2023	<u>3,000.00</u>
	Total United Way Monterey County		3,000.00
20934	VSP	VISION PLAN August 2022	<u>145.70</u>
	Total VSP		145.70
Elec 102802...	ADP	ADP 10/2022 fees	<u>568.78</u>
	Total ADP		568.78
Elec 102802...	WEX BANK-CHEVRON	Fuel charges for 10/2022	<u>3,482.39</u>
	Total WEX BANK-CHEVRON		3,482.39
PERS 10182...	PERS	PERS 3100 Contribution Retirement 9/24-10/7/22 -Plan 1365	<u>3,557.06</u>
	Total PERS		3,557.06
PERS 10182...	PERS	PERS 3100 Contribution Retirement 9/24-10/7/22 -Plan 1364	<u>421.65</u>
	Total PERS		421.65
PERS 10182...	PERS	PERS 3100 Contribution Retirement 9/24-10/7/22 -Plan 25623	<u>3,992.11</u>

**City of Del Rey Oaks**  
 Check/Voucher Register - Check Register for Council Packet - RM  
 From 10/1/2022 Through 10/31/2022

<u>Check Number</u>	<u>Payee</u>	<u>Transaction Description</u>	<u>Check Amount</u>
	Total PERS		3,992.11
PERS 10182...	PERS	PERS 3100 Contribution Retirement 9/24-10/7/22 -Plan 26934	1,635.74
	Total PERS		1,635.74
PERS 10182...	PERS	PERS 3100 Contribution Retirement 8/27-09/09/22 Adj. -Plan 1365	567.80
	PERS	PERS 3100 Contribution Retirement 09/10-09/23/22 Adj. -Plan 1365	567.81
	Total PERS		1,135.61
PERS 10182...	PERS	CalPERS 1900 457 (10/14) 10/31/2022 Contribution	3,250.00
	Total PERS		3,250.00
PERS 10312...	PERS	PERS 3100 Contribution Retirement 10/8-10/21/22 -Plan 1365	3,339.66
	Total PERS		3,339.66
PERS 10312...	PERS	PERS 3100 Contribution Retirement 10/8-10/21/22 -Plan 25623	3,954.67
	Total PERS		3,954.67
PERS 10312...	PERS	PERS 3100 Contribution Retirement 10/8-10/21/22 -Plan 1364	484.77
	Total PERS		484.77
PERS 10312...	PERS	PERS 3100 Contribution Retirement 10/8-10/21/22 -Plan 26934	1,607.30
	Total PERS		1,607.30
PERS-457	PERS	CalPERS 1900 457 (10/28) 11/15/22 Contribution	3,250.00
	Total PERS		3,250.00
PERS100622-1	PERS	PERS 3100 Contribution Retirement 9/10-9/23/22 -Plan 1364	472.14
	Total PERS		472.14
PERS100622-2	PERS	PERS 3100 Contribution Retirement 9/10-9/23/22 -Plan 26934	1,632.18
	Total PERS		1,632.18
PERS100622-3	PERS	PERS 3100 Contribution Retirement 9/10-9/23/22 -Plan 25623	3,954.67

City of Del Rey Oaks  
Check/Voucher Register - Check Register for Council Packet - RM  
From 10/1/2022 Through 10/31/2022

<u>Check Number</u>	<u>Payee</u>	<u>Transaction Description</u>	<u>Check Amount</u>
	Total PERS		3,954.67
PERS100622-4	PERS	PERS 3100 Contribution Retirement 9/10-9/23/22 -Plan 1365	2,914.43
	Total PERS		2,914.43
PERS100622-5	PERS	CalPERS 1900 457 (09/22) 10/15/2022 Contribution	3,250.00
	Total PERS		3,250.00
Report Total			128,246.28

City of Del Rey Oaks  
Statement of Revenues and Expenditures - YTD Bud v. Actual General Fund Summary

100 - General Fund  
From 10/1/2022 Through 10/31/2022

	Current Period Actual	Year to Date Actual	Total Budget - Revised	Total Budget Variance - Revised	Percent Collected/Spent
<b>Revenue</b>					
Property Taxes	0.00	0.00	737,700.00	(737,700.00)	0.00%
Other Taxes	184,325.00	644,656.38	1,721,300.00	(1,076,643.62)	37.45%
Licenses and Permits	13,400.11	86,191.58	311,300.00	(225,108.42)	27.68%
Reimbursements	24.00	1,430.72	1,000.00	430.72	143.07%
Fines and Forfeitures	159.00	1,329.55	5,200.00	(3,870.45)	25.56%
Other	0.00	17,586.77	36,200.00	(18,613.23)	48.58%
Grants	6,292.22	116,573.42	112,500.00	4,073.42	103.62%
Current Services	103,596.64	410,064.20	1,370,850.00	(960,785.80)	29.91%
Parks and Recreation	50.00	1,700.00	3,100.00	(1,400.00)	54.83%
<b>Total Revenue</b>	<b>307,846.97</b>	<b>1,279,532.62</b>	<b>4,299,150.00</b>	<b>(3,019,617.38)</b>	<b>29.76%</b>
<b>Expenditures</b>					
Council	676.56	4,928.73	33,600.00	28,671.27	14.66%
City Clerk	27,632.01	140,781.19	435,260.00	294,478.81	32.34%
City Manager	23,668.93	96,972.31	291,960.00	194,987.69	33.21%
Audit/Treasurer	23,380.74	45,324.26	227,200.00	181,875.74	19.94%
Legal	8,575.00	48,659.15	201,500.00	152,840.85	24.14%
Planning & Building Regulation	0.00	11,619.58	108,240.00	96,620.42	10.73%
Government Buildings	531.65	3,557.86	22,100.00	18,542.14	16.09%
Non-Departmental	3,000.00	23,299.89	21,540.00	(1,759.89)	108.17%
Police	147,133.73	885,133.89	2,435,400.00	1,550,266.11	36.34%
Fire/Animal Control	0.00	0.00	219,100.00	219,100.00	0.00%
Public Works/Streets	12,064.62	72,380.62	258,750.00	186,369.38	27.97%
Parks/Recreation	7,529.69	23,400.31	44,500.00	21,099.69	52.58%
<b>Total Expenditures</b>	<b>254,192.93</b>	<b>1,356,057.79</b>	<b>4,299,150.00</b>	<b>2,943,092.21</b>	<b>31.54%</b>
Net Revenues	53,654.04	(76,525.17)	0.00	(76,525.17)	0.00%
Net Revenues After Other Financing Sources and Uses	53,654.04	(76,525.17)	0.00	(76,525.17)	0.00%

City of Del Rey Oaks  
CASH FUND BALANCE  
As of 10/31/2022

		<u>Current Year</u>	<u>Prior Year</u>
Accounts			
General Checking	10100	328,283.46	265,160.67
LAIF	10110	3,760,436.87	3,247,780.43
PARS	10150	351,751.00	351,750.62
Dev - Monterey Peninsula Partne	10180	9,062.62	9,062.62
Fidelity Title Escrow Acct - GJM/SBR Intersection	10210	1,056,168.00	1,056,168.00
Fidelity Title Escrow Acct - SBR Construction	10220	<u>7,268,813.00</u>	<u>7,268,813.00</u>
Total Accounts		<u>12,774,514.95</u>	<u>12,198,735.34</u>

City of Del Rey Oaks  
CASH FUND BALANCE  
As of 10/31/2022

Item 3.



**FIRE DEPARTMENT**

1635 Broadway Avenue  
Seaside, CA 93955

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

November 1, 2022

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 October 1, 2022 through October 31, 2022.

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

Incident #

221004-SEA02568	221018-SEA02650	221031-SEA02756
221010-SEA02596	221019-SEA02667	
221010-SEA02599	221020-SEA02671	
221013-SEA02618	221025-SEA02709	
221014-SEA02628	221031-SEA02748	

There are Eleven (11) fire calls for the month of October. 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
10/4/2022	221004-SEA02568	3:58:10 PM	4:06:50 PM	7.87	6111	29	Canyon Del Rey	Emergent Downgraded to Non-Emergent
10/10/2022	221010-SEA02596	10:50:47 AM	10:57:57 AM	6.75	321	29	Rosita	Emergent
10/10/2022	221010-SEA02599	6:05:28 PM	6:12:02 PM	5.87	321	29	Pheasant Ridge	Emergent
10/13/2022	221013-SEA02618	2:33:37 PM	2:36:48 PM	2.55	622	29	Canyon Del Rey	Emergent
10/14/2022	221014-SEA02628	5:16:47 PM	5:21:16 PM	3.82	622	29	General Jim Moore	Emergent
10/18/2022	221018-SEA02650	10:48:23 AM	10:49:00 AM	0.07	321	29	Canyon Del Rey	Emergent
10/19/2022	221019-SEA02667	3:53:25 PM	3:59:21 PM	5.37	600	29	Calle Del Oaks	Emergent
10/20/2022	221020-SEA02671	2:23:33 PM	2:29:50 PM	5.65	321	29	Baxter	Emergent
10/25/2022	221025-SEA02709	7:00:50 AM	7:07:12 AM	5.73	311	29	Work	Emergent
10/31/2022	221031-SEA02748	4:23:12 AM	4:34:32 AM	10.05	522	29	Adair	Non-Emergent
10/31/2022	221031-SEA02756	3:33:39 PM	3:41:12 PM	6.93	743	29	Hillwill	Emergent

Total Calls 11

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

## Oct 2022

Item 5.

Chris Bourquin  
Police Commander

Case #	Date	Offense Code 1	Offense Code Description	DRO	MPAD	OJ	Residential	Commercial
22-269	10/01/2022	Dog Bite		X			X	
22-270	10/03/2022	Lost Property		X				X
22-271	10/04/2022	Information Only		X			X	
22-272	10/04/2022	11364(A) HS	Possess Drug Paraphernalia	X				X
22-273	10/05/2022	Missing Person		X			X	
22-274	10/05/2022	ACI	Vehicle Collision (Injury)	X				X
22-275	10/05/2022	10855 VC	Embezzled Vehicle		X			X
22-276	10/10/2022	Information Only		X				
22-277	10/11/2022	Outside Warrant/M		X				X
22-278	10/11/2022	11364(A) HS	Possess Drug Paraphernalia	X				X
22-279	10/11/2022	594(A)(2) PC	Vandalism	X				X
22-280	10/11/2022	Stolen Vehicle Recovery			X			X
22-281	10/11/2022	Outside Warrant/M		X				X
22-282	10/12/2022	Lost Property		X				X
22-283	10/19/2022	Towed Vehicle		X			X	
22-284	10/18/2022	647(F) PC	Drunk in Public		X			X
22-285	10/20/2022	Information Only		X			X	
22-286	10/20/2022	368(B)(1) PC	Elder Abuse	X			X	
22-287	10/22/2022	14601.2(A) VC	Suspended Driver's License	X			X	
22-288	10/23/2022	Found Property		X				
22-289	10/24/2022	11351 HS	Drug Possession for Sale			X		
22-290	10/26/2022	Information Only		X			X	
22-291	10/27/2022	594(A)(2) PC	Vandalism	X			X	
22-292	10/28/2022	20002(A)(1) VC	Hit and Run	X				X
22-293	10/29/2022	484(A) PC		X				X
22-294	10/30/2022	Surrendered Property		X				
22-295	10/31/2022	23247(E) VC	Restricted / Interlock Device			X		
27 Cases								

Calls for Service	
Month	YTD
320	3,195

Case Reports	
Month	YTD
27	295

Alarms					
Residential		Commercial		MPAD	
Mo.	YTD	Mo.	YTD	Mo.	YTD
1	11	3	40	1	42

Citations					
Moving		Parking		Warning	
Mo.	YTD	Mo.	YTD	Mo.	YTD
03	42	28	130	10	107



# Group A Offense Report

Printed On: 11/07/2022

Item 5.

Beginning Date: 10/01/2022

Ending Date: 10/31/2022

Page 1 of 2

Agency: All

Offense	Reported in 2022	Reported in 2021	Percent Change	Offenses Cleared	Percent Cleared	Percent Of Category	Rate Per 100,000*
Murder	0	0	NA	0	0.00%	0.00%	NA
Negligent Manslaughter	0	0	NA	0	0.00%	0.00%	NA
Justifiable Homicide	0	0	NA	0	0.00%	0.00%	NA
Non-consensual Sex Offenses:							
Rape	0	0	NA	0	0.00%	0.00%	NA
Sodomy	0	0	NA	0	0.00%	0.00%	NA
Sexual Assault with Object	0	0	NA	0	0.00%	0.00%	NA
Fondling	0	0	NA	0	0.00%	0.00%	NA
Aggravated Assault	0	0	NA	0	0.00%	0.00%	NA
Simple Assault	1	0	NA	0	0.00%	100.00%	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
<b>Crimes Against Persons Total</b>	<b>1</b>	<b>0</b>	<b>NA</b>	<b>0</b>	<b>0.00%</b>	<b>11.11%</b>	<b>NA</b>
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	1	0	NA	0	0.00%	25.00%	NA
Motor Vehicle Theft	0	0	NA	0	0.00%	0.00%	NA
Arson	0	0	NA	0	0.00%	0.00%	NA
Destruction Of Property	2	2	0.00%	0	0.00%	50.00%	NA
Counterfeiting/Forgery	0	0	NA	0	0.00%	0.00%	NA
Fraud Offense	1	3	-66.67%	0	0.00%	25.00%	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
<b>Crimes Against Property Total</b>	<b>4</b>	<b>6</b>	<b>-33.33%</b>	<b>0</b>	<b>0.00%</b>	<b>44.44%</b>	<b>NA</b>
Drug/Narcotic Violations	2	0	NA	1	50.00%	50.00%	NA
Drug Equipment Violations	2	0	NA	1	50.00%	50.00%	NA
Gambling Offenses	0	0	NA	0	0.00%	0.00%	NA
Pornography/Obscene Material	0	0	NA	0	0.00%	0.00%	NA
Prostitution	0	0	NA	0	0.00%	0.00%	NA
Weapons Law Violation	0	1	-100.00%	0	0.00%	0.00%	NA
Animal Cruelty	0	0	NA	0	0.00%	0.00%	NA
<b>Crimes Against Society Total</b>	<b>4</b>	<b>1</b>	<b>300%</b>	<b>2</b>	<b>50%</b>	<b>44.44%</b>	<b>NA</b>
<b>Total Group "A" Offenses</b>	<b>9</b>	<b>7</b>	<b>28.57%</b>	<b>2</b>	<b>22.22%</b>	<b>100%</b>	<b>NA</b>

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

\* Adjusted population base: 1



# Group A Offense Report

Printed On: 11/07/2022

Item 5.

Beginning Date: 10/01/2022

Ending Date: 10/31/2022

Page 2 of 2

*Statewide Crime Profile*



# Group A Offense Report

Printed On: 11/07/2022

Item 5.

Beginning Date: 01/01/2022

Ending Date: 10/31/2022

Page 1 of 2

Agency: All

Offense	Reported in 2022	Reported in 2021	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	1	0	NA	0	0.00%	7.69%	NA
Aggravated Assault	3	1	200.00%	1	33.33%	23.08%	NA
Simple Assault	7	2	250.00%	1	14.29%	53.85%	NA
Intimidation	2	0	NA	0	0.00%	15.38%	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
<b>Crimes Against Persons Total</b>	<b>13</b>	<b>3</b>	<b>333.33%</b>	<b>2</b>	<b>15.38%</b>	<b>10.16%</b>	<b>NA</b>
Robbery	0	0	NA	0	0.00%	0.00%	NA
Burglary/Breaking & Entering	1	1	0.00%	0	0.00%	1.00%	NA
Larceny/Theft Offenses	68	7	871.43%	18	26.47%	68.00%	NA
Motor Vehicle Theft	3	2	50.00%	1	33.33%	3.00%	NA
Arson	0	0	NA	0	0.00%	0.00%	NA
Destruction Of Property	13	7	85.71%	0	0.00%	13.00%	NA
Counterfeiting/Forgery	2	0	NA	0	0.00%	2.00%	NA
Fraud Offense	12	8	50.00%	1	8.33%	12.00%	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	1	0	NA	1	100.00%	1.00%	NA
<b>Crimes Against Property Total</b>	<b>100</b>	<b>25</b>	<b>300%</b>	<b>21</b>	<b>21%</b>	<b>78.13%</b>	<b>NA</b>
Drug/Narcotic Violations	5	0	NA	4	80.00%	33.33%	NA
Drug Equipment Violations	6	0	NA	5	83.33%	40.00%	NA
Gambling Offenses	0	0	NA	0	0.00%	0.00%	NA
Pornography/Obscene Material	0	0	NA	0	0.00%	0.00%	NA
Prostitution	0	0	NA	0	0.00%	0.00%	NA
Weapons Law Violation	4	1	300.00%	0	0.00%	26.67%	NA
Animal Cruelty	0	0	NA	0	0.00%	0.00%	NA
<b>Crimes Against Society Total</b>	<b>15</b>	<b>1</b>	<b>1400%</b>	<b>9</b>	<b>60%</b>	<b>11.72%</b>	<b>NA</b>
<b>Total Group "A" Offenses</b>	<b>128</b>	<b>29</b>	<b>341.38%</b>	<b>32</b>	<b>25%</b>	<b>100%</b>	<b>NA</b>

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

\* Adjusted population base: 1

2022 Crime in California



# Group A Offense Report

Printed On: 11/07/2022

Item 5.

Beginning Date: 01/01/2022

Ending Date: 10/31/2022

Page 2 of 2

Statewide Crime Profile

**RESOLUTION NO. 2022-27  
CITY OF DEL REY OAKS CITY COUNCIL**

**REGARDING RALPH M BROWN ACT AND FINDING OF IMMINENT RISK TO HEALTH AND  
SAFETY OF IN-PERSON MEETINGS AS A RESULT OF THE CONTINUING COVID-19 PANDEMIC  
STATE OF EMERGENCY DECLARED BY GOVERNOR NEWSOM**

**WHEREAS**, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic; and,

**WHEREAS**, the proclaimed state of emergency remains in effect; and,

**WHEREAS**, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconferencing rules set forth in the California Open Meeting law, Government Code section 54950 et seq. (the “Brown Act”), provided certain requirements were met and followed; and,

**WHEREAS**, on June 11, 2021, Governor Newsom issued Executive Order N-08-21 that clarified the suspension of the teleconferencing rules set forth in the Brown Act, and further provided that those provisions would remain suspended through September 30, 2021; and,

**WHEREAS**, on September 16, 2021, Governor Newsom signed AB 361 that provides that a legislative body subject to the Brown Act may continue to meet without fully complying with the teleconferencing rules in the Brown Act provided the legislative body determines that meeting in person would present imminent risks to the health or safety of attendees, and further requires that certain findings be made by the legislative body every thirty (30) days; and,

**WHEREAS**, California Department of Public Health (“CDPH”) still recommends that persons who are at a higher risk for severe illness from COVID-19 – such as those older than 65, those who have high blood pressure or heart disease, or those with weakened immune systems – should continue to protect themselves and their loved ones by staying at least six feet apart from people who they don’t live with ([Chronic Disease and COVID-19 Health Messages and Resources \(ca.gov\)](#)); and,

**WHEREAS**, it is unknown at this time whether new variants may result in a new surge in COVID-19 cases; and,

**WHEREAS**, the City Council of the City of Del Rey Oaks is empowered to take actions necessary to protect public health, welfare and safety within the region; and,

**WHEREAS**, the City of Del Rey Oaks has an important governmental interest in protecting the health, safety and welfare of those who participate in meetings of the City of Del Rey Oaks' various Boards, Commissions and Committees; and,

**WHEREAS**, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, the City Council of Del Rey Oaks deems it necessary to find that meeting in person for meetings of all City of Del Rey Oaks legislative bodies subject to the Ralph M. Brown Act would present imminent risks to the health or safety of attendees, and thus intends to invoke the provisions of AB 361 related to teleconferencing;

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

1. The City Council finds that meeting in person for meetings of the City of Del Rey Oaks City Council as well as all related Boards, Commissions and Committees would present imminent risks to the health or safety of attendees.
2. This finding applies to all City of Del Rey Oaks bodies subject to the Brown Act, including but not limited to the Planning Commission and any other standing committees.
3. Staff is directed to return to the City Council no later than thirty (30) days after the adoption of this resolution, or by the next City Council meeting (whichever comes first), with an item for the Council to consider making the findings required by AB 361 in order to continue meeting under its provisions.

**PASSED AND ADOPTED this November 15, 2022, by the following vote:**

**AYES:**

**NOES: None**

**ABSENT: None**

---

**Alison Kerr, Mayor  
City of Del Rey Oaks**

---

**John Guertin, City Clerk  
City of Del Rey Oaks**



# CITY OF DEL REY OAKS

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

## Staff Report

**DATE:** November 15, 2022

**TO:** Honorable Mayor and Council

**FROM:** John Guertin, City Manager

**SUBJECT:** Declaration of Surplus Land for City-Owned Properties

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

### Recommendation

That the City Council adopt a Resolution declaring certain parcels of land owned by the City of Del Rey Oaks as surplus land.

### Background

In 2005, the City acquired a tract of land on the former Fort Ord from the Fort Order Reuse Authority. The tract is composed of several parcels, which were originally known individually as Parcels A, B, C, D, and the "CalTrans Right of Way Parcel".

In 2014, the City sold Parcels A, D, and the Cal Trans Right of Way Parcel to Monterey Peninsula Partners ("MPP") for \$3M, with the option to purchase Parcels B and C for \$17M.

In 2016, MPP entitled the Monument RV Park by initiative measure on Parcel D and the CalTrans Right of Way Parcel. Currently, there is no planned development on Parcel A though it is reasonable to assume it may be developed in conjunction with the Parcels B & C. Development has awaited the extension of public infrastructure including water, sewer, electricity, and gas to the properties.

The Surplus Lands Act (SLA) of California (Government Code Section 54221) requires that a City must declare property to be “surplus land” before the City can take any action (sale or lease) to dispose of the property. Surplus land is land deemed not necessary for a local agency’s use, including that according to a local agency’s plan, including but not limited to, utility sites or land used for conservation purposes.

In the fall of 2019, Assembly Bill 1486 amended the SLA to address the current housing crisis by promoting the construction of affordable housing on surplus land. The amendment also connects affordable housing developers to local surplus land through a notification process and strengthens enforcement of the SLA by requiring reporting of surplus land inventory to the California

Department of Housing and Community Development (HCD). The amended law became effective on January 1, 2020.

## Discussion

In October of 2019, the City published a Request for Qualifications (RFQ) for letters of interest regarding development on 230 +/- acres of the former Fort Ord property. Additionally, the City began discussions with the Monterey Peninsula Regional Park District regarding a potential purchase of the City's approximately 17.5 acre property at the General Jim Moore and Highway 218 adjacent to the Frog Pond Reserve for a potential park extension.

Before the City can continue with other development options for these parcels, the City must declare them surplus and fulfill the notification requirements per the SLA.

The City-owned parcels to be declared as surplus are shown in Exhibit A to the Resolution, and include the following, identified by the Assessor's Parcel Number and approximate location:

- APN: 031-191-007 (Site 1, +/- 230 acres along South Boundary Road)
- APN: 031-091-012 (Site 1A, +/- 18 acres along southside of South Boundary Road)
- APN: 259-011-025 (Site 2, +/-17 acres Gen. Jim Moore and Hwy 218)

The notification process requires the City to send a written Notice of Availability of surplus land to HCD, other public agencies whose jurisdiction the surplus land is located in, and prospective affordable housing developers that have notified HCD of their interest in surplus land that is in the county in which the surplus land is located, or all counties. Noticed agencies and registered housing developers have 60 days from the date of notice to express interest in the property and 90 days to complete good-faith negotiations.

The City is not required to sell the land to the interested party. If terms are not agreed upon between the interested party and the City within the 90-day period of good-faith negotiations, the City may negotiate with any other developers or interested parties for the disposition of surplus land.

Likewise, the proposed declaration of surplus land does not authorize the sale or lease of the affected properties. Once the above process is complete, individual property transactions are required to come before the City Council for approval.

If an agency fails to provide the proper notices, there is a significant penalty that requires a local agency to forfeit 30 percent of the purchase/lease proceeds for the first violation and 50 percent for any subsequent violations.

Respectfully Submitted,

---

John Guertin  
City Manager

**RESOLUTION NO. 2022-28**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS  
DECLARING CERTAIN PARCELS OF LAND OWNED BY THE CITY AS SURPLUS LAND**

**WHEREAS**, the Surplus Lands Act (SLA) requires that before a local agency takes any action to sell or lease its property, it must declare the property to be “surplus land;” and

**WHEREAS**, “surplus land” means land owned in fee simple by any local agency for which the local agency’s governing body takes formal action in a regular meeting declaring that such land is surplus and is not necessary for the agency’s use; and

**WHEREAS**, the agency must give written notice of its availability to any local public entity, including schools and park districts, within whose jurisdiction the property is located, as well as to housing sponsors that have notified the State Department of Housing and Community Development (HCD) of their interest in surplus property; and

**WHEREAS**, the City of Del Rey Oaks owns the subject properties (Properties) with the following assessor’s parcel numbers:

- APN: 031-191-007 (Site 1, +/- 230 acres along South Boundary Road)
- APN: 031-091-012 (Site 1A, +/- 18 acres along southside of South Boundary Road)
- APN: 259-011-025 (Site 2, +/-17 acres Gen. Jim Moore and Hwy 218); and

**WHEREAS**, the City Council finds that the Properties are surplus land because they are not necessary for the local agency’s use, as described in Government Code Section 54221(c)(1); and

**WHEREAS**, the SLA requires that before the City Council disposes of the Properties or engages in negotiations to dispose of the Properties, the City shall send a written Notice of Availability of the Properties to certain designated entities.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the City Council of the City of Del Rey Oaks, California, as follows:

1. The above recitals are true and correct and are a substantive part of this Resolution; and
2. The City Council hereby declares that the Properties are surplus land and not necessary for the City's use, as described in Government Code Section 54221(c)(1); and
3. The City Manager, or designee, is authorized to prepare and send all notices required by State law related to the declaration of the above identified surplus property including, and without limitation, Notices of Availability of the surplus property as provided for by State law; and
4. The Deputy City Clerk is hereby authorized to make minor changes herein to address clerical errors, so long as substantial conformance of the intent of this document is maintained. In doing so, the Deputy City Clerk shall consult with the City Manager and City Attorney concerning any changes deemed necessary.

**PASSED AND ADOPTED** at a regular meeting of the City Council of the City of Del Rey Oaks held this 15<sup>th</sup> day of November 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

SIGNED:

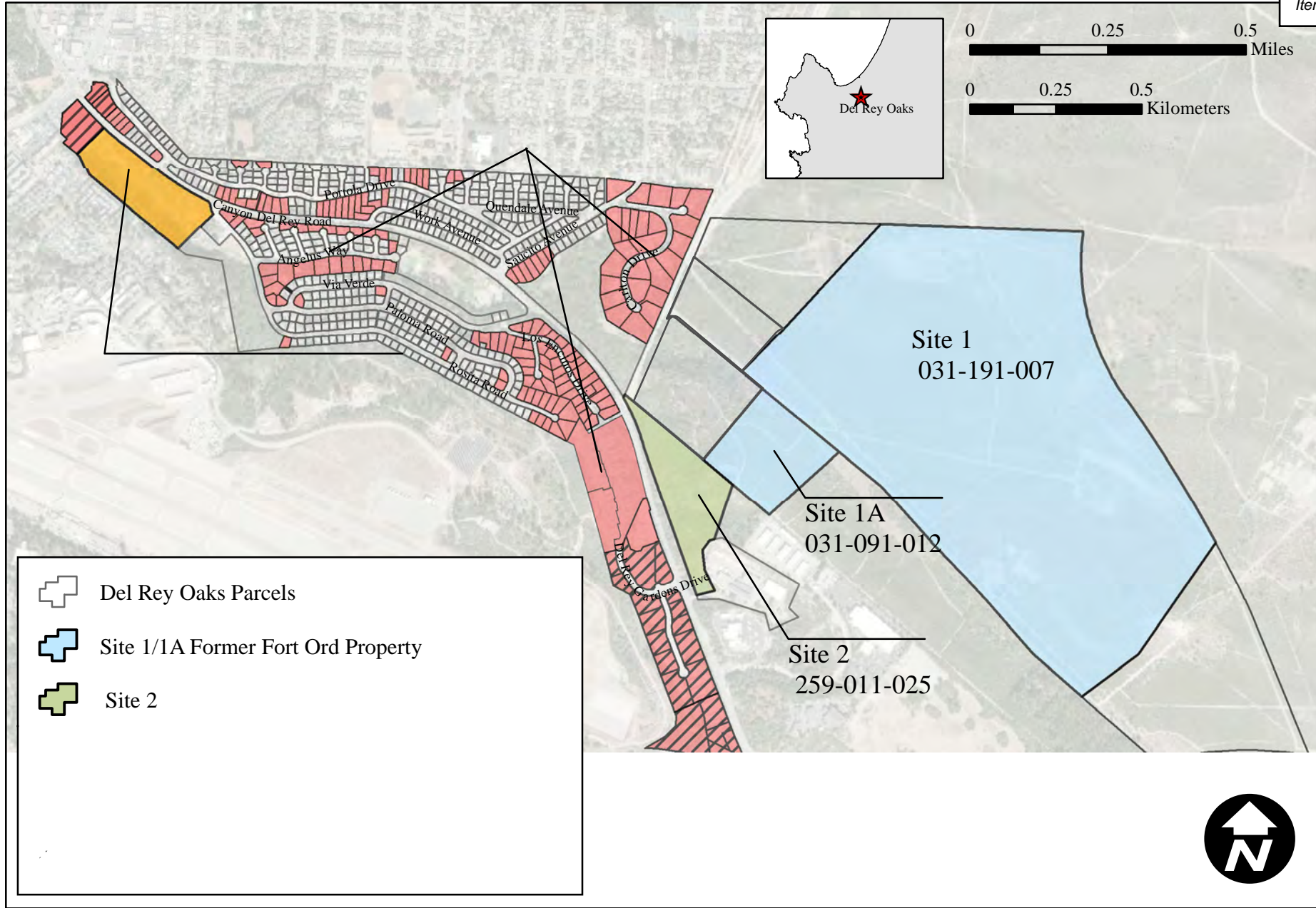
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Alison Kerr, Mayor

ATTEST:

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John Guertin, City Clerk



Source: Available Land Inventory 2019 Housing Element

## Kim Shirley's Council Report for Tuesday, November 15, 2022

**Friday, October 21st- ReGen Monterey Board Meeting-** After the consent portion of our agenda, we gratefully recognized 4 employees for either 20 years or 25 years of service to the district. It's really these dedicated employees whom we have to thank for making our operation run so smoothly. Afterwards we had several discussion items, many of which were covered in our finance committing meeting at the beginning of October and in the end, were all approved. We did have a further discussion regarding transparency and items that can be placed on our website. My point of view is that as long as it doesn't take an inordinate amount of staff time to manage, then the more items that can be placed, such as policies and videos, then the better it is for the public (as long as it's well organized). The meeting ended with staff reports and a closed session.

**Tuesday, October 25th- City Council Meeting-** This month's meeting included many important proclamations and a presentation on the Police Department Strategic Plan. I enjoyed hearing more about the plan and how the strategic objectives demonstrate the vision and values of our police department. There is so much they are doing, but I especially appreciated the emphasis on increased training for the officers as well as the technology efficiencies that are being implemented in the department. Big thanks to Chief Hoyne and Commader Bourquin for their dedication to detail and perseverance in all areas of this work. Next was the consent agenda, which I pulled the strategic grid for further discussion. Since the Effectiveness and Efficiency goal had not been updated, I wanted the latest update and I also wanted the opportunity for Chief Hoyne to share the update on the Core Values definitions. Our only item of discussion was to consider a reimbursement agreement with Monterey Peninsula Engineering for the environmental review phase for their proposed pavement recycling facility project on our property in the former Fort Ord. In our discussion there was concern about exactly where this area would be located, in relation to the proposed route of FORTAG. I do think we need to keep this in mind anytime we think about land use in that area, so I appreciated Drs. Waltz and Watson for bringing this to our attention. In the end, we approved this item and I look forward to seeing this environmental review.

**Wednesday, October 26th- Multijurisdictional Climate Action Meeting-** This was a meeting run by Ashley Paulsworth who's the Sustainability Manager for Monterey County. She brings together representatives from surrounding jurisdictions to talk about climate action steps that everyone is taking. A couple of items that were good reminders are that jurisdictions are looking at "clean fleet" policies where they are looking to only purchase electric vehicles in the future. There is also lots of talk about looking at areas where public EV charging can be done, which also reminded me that our city needs to adopt the streamlining of EV charging permits for residents and commercial (this is the law and we are out of compliance). In addition to the updates, we heard a presentation from Amaury Berteaud from AMBAG who presented on Climate Adaptation funding opportunities. One of those opportunities is from the Governor's Office of Planning and Research which I've asked City Manager Guertin to look into as I think it may be an opportunity to fund our Safety element of our General Plan, which needs to address

climate change (although required, we currently do not have a Safety element, so I'd like to see this as a priority for the city). The other presentation was talking about how the county will be moving forward with reach codes (building codes that "reach" beyond the typical codes). In this instance, they are looking at going all electric with new construction as well as making buildings ready for EV charging. I'm very interested in going this route within our city and I'm happy to see the county taking the lead, as it will only make it easier for the rest of us. In response to this, I have forwarded City Manager Guertin an email about their next steps, which included a survey that will help the county understand more about where jurisdictions are in this planning.

**Friday, October 28th- Judged the ReGen Monterey Halloween tables-** What a fun morning! In the spirit of Halloween, ReGen Monterey had different employee groups decorate tables and then everyone came together for voting and sharing of a meal. I was invited as one of the judges and had a great time viewing such creativity. The clear winner for the day was from the staff who run the MRF (Materials Recovery Facility...think about all the people who are sorting trash and recycling, such important work!). They very much put the macabre spin on their work as they created a table display that replicated the conveyor belts and machinery of the MRF, but instead of sorting recycling, they were sorting body parts—picture small toy figurines, with bloodied body parts missing. It was an entire scene with great attention to detail, all done in good fun. Honestly, it showed me how attentive and hard working they must be! I greatly enjoyed interacting with fellow board members and ReGen staff in this less formal manner and lunch was delicious, so big thanks to ReGen for including me in this spirited gathering!

**Saturday, October 29th- Butterfly Garden Workday-** Wow, am I grateful for the caring residents and volunteers who help to support the work of our Butterfly Garden! This day we came together to move our large compost pile into the yard waste container at the City's corp. yard. Many, many thanks goes to Kimberle Herring who brought her truck, good ideas, and lots of muscle and determination as we moved organic material onto tarps, then loaded them into her truck, and then drove them over to be dumped into the container. It was a ton of work, but we got it done! Big thanks also to Kevin, Claire, and Jacob for their hard work. We couldn't have done it without them! Thanks also to Karen Harris and Annie Auburn for the additional garden maintenance that day and to Carol Kaplan for all of her guidance and work that she consistently puts towards keeping the garden in great shape.

**Wednesday, November 2nd- ReGen Monterey Finance Committee Mtg-** Today's meeting, we talked about further reviewing the white paper that analyzes incoming and outgoing waste from the district. Although we reviewed it last month, we were all encouraged to read through it again and send our comments to staff for further editing. It's vital that all points of interests are brought up as this topic is important for how we move forward into the future. Another item discussed was the need for potable water at the district. Right now, we have two wells that supply water but that is only useful for fire suppression since the water is contaminated by nitrates. Onsite treatment is one option as well bringing bottled water onsite. The third option is a discussion with Marina Coast Water District (MCWD) which could provide potable water to both our site as well as M1W. After a thoughtful discussion we encouraged staff to pursue this option as it may be the most economically feasible and may provide an opportunity to partner

with MCWD and provide them with needed renewable energy. Our next item was a review of the draft audit for FY21/22, which was given the highest marks, thanks to our very competent and hardworking financial team at the district. And lastly, we discussed paperless board packets and how to move forward with providing the tech needed for this move, which I support 100%. Many of us have our own tablets so it's looking like the district would need to purchase a few and then provide the necessary training. I'm happy we're moving in this more sustainable direction!

**Reminder: there will be a lithium-ion battery collection event at MPC on November 12th from 9am-1pm. No need to remove the batteries, just bring the device (electric toothbrushes, wireless headphones, etc.).**



Councilmember Donaldson Notes:

**Pure Water Monterey**

- Total PWM water recharged to date about 8,275 AF (~ 2.7 billion gallons delivered).

**Source Waters: Blanco Drain, Reclamation Ditch & Salinas Stormwater Facilities**

- Reclamation Ditch PS and Blanco Drain PS are operational.
- Salinas Stormwater Phase 1A & 1B facilities are available for withdrawing Pond 3 water for PWM recycling.

**Advanced Water Purification Facility**

- AWPf is fully operational.

**Water Conveyance Pipeline and Blackhorse Reservoir**

- The pipeline & Blackhorse reservoir are conveying purified recycled water full-time to the injection facilities.

**Purified Recycled Water for Irrigation**

- Marina Coast Water District (MCWD) has indicated that within the next week the first purified recycled water user for turf irrigation will be the City of Seaside's Bayonet & Blackhorse golf courses. For this user, MCWD is the PWM recycled water retailer responsible for on-site retrofit permitting, user training and water demand management.
- On October 24<sup>th</sup> there will be a ribbon cutting ceremony to acknowledge the Bayonet & Blackhorse golf courses starting PWM recycled water use.

**Injection Wells Facilities for Groundwater Recharge**

- All injection wells are in service; ongoing basin recharge is 275 - 300 AF per month.
- PWM permitting activities with the State Division of Drinking Water (DDW) and the RWQCB continue based on DDW review comments received August 30<sup>th</sup> on the Amended Title 22 Engineering Report to permit injection of an additional 600 AF per year. RWQCB approval will be secured after the PWM team addresses DDW's review comments; that final approval isn't expected until early 2023.
- M1W and MPWMD staff continue to work with City of Seaside and Monterey County staff on the final property easement acquisition process for all the PWM and PWM Expansion injection well field facilities.

**Expanded Pure Water Monterey**

- On September 30, 2022, the CPUC filed their formal Proposed Decision for the Amended and Restated Water Purchase Agreement (ARWPA). The Proposed Decision stated CPUC "supports the proposed Expanded PWM Project" and further CPUC "authorizes CalAm to enter into the ARWPA with MPWMD and M1W for the Expanded PWM Project".
- The CPUC Proposed Decision on the ARWPA can potentially be finalized at their Business Meeting on November 3<sup>rd</sup>. With final CPUC ARWPA approval confirmed, all three parties (CalAm-MPWMD-M1W) can expedite execution of the agreement. If the CPUC ARWPA decision is finalized on or about November 3<sup>rd</sup>, all three parties could sign the ARWPA within the same timeframe, i.e., early November.
- Both PWM Expansion construction bid packages (AWPF expansion and IW Phase 4) are "shovel-ready"; engineering was completed several months ago. Subject to M1W Board permission, M1W will advertise both Expanded PWM construction bid packages immediately after the ARWPA is fully executed.
- Once the ARWPA is signed-off, the critical path for Expanded PWM implementation becomes securing a fully executed EPA WIFIA funding agreement. Collaborating with EPA staff, the WIFIA loan agreement has been reviewed/revised by M1W with BBK legal support. At the November M1W Board meeting, the WIFIA loan agreement with recommended upper limit cost estimates and appropriate contingencies will be presented for M1W Board approval so that the M1W General Manager is ready with signatory authority when firm construction pricing becomes available.
- Formal Expanded PWM construction Award and Notice-to-Proceed (NTP) letters will not be transmitted to contractors by M1W until the fully executed EPA WIFIA funding agreement is in-hand.



**848<sup>th</sup> REGULAR MEETING  
OF THE  
BOARD OF TRUSTEES  
926 East Blanco Road  
Salinas, CA. 93901**

Item A.

**November 8, 2022**

**~AGENDA~**

**12:00 P.M. Noon**

926 East Blanco Road  
Salinas, CA 93901

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

Office Hours:  
Monday – Friday  
8 a.m. – 4:30 p.m.

*We strive to host inclusive, accessible meetings that enable all individuals, including individuals with disabilities, to engage fully. To request an accommodation or for inquiries about accessibility, please contact the District.*

Jeff Cecilio  
Board Chair  
County at Large

Don Cranford  
Vice Chair  
County at Large

Nancy Amadeo  
Secretary  
City of Marina

Jason Campbell  
Trustee  
City of Seaside

Ray Coopersmith  
Trustee  
County at Large

Mary Ann Carbone  
Trustee  
City of Sand City

Louise Goetzelt  
Trustee  
City of Del Rey Oaks

Jim Tashiro  
Trustee  
City of Salinas

Diane de Lorimier  
Trustee  
City of Monterey

**1. CALL TO ORDER:**

**2. ROLL CALL – ESTABLISHMENT OF QUORUM:**

**3. PUBLIC INPUT: (Limited to 3 minutes)**

*The consent calendar includes routine items than can be approved with a single motion and vote. A member of the Board of Trustees may request that any item be pulled from the Consent Calendar for separate consideration*

**4. CONSENT CALENDAR:**

- A. APPROVAL OF THE MINUTES: September 2022**
- B. PAYROLL WARRANTS: September 2022 \$73,276.04**
- C. PAYROLL WARRANTS: October 2022 \$75,532.15**
- D. COMMERICAL WARRANTS: September 2022 \$150,430.04**
- E. COMMERICAL WARRANTS: October 2022 \$37,945.47**
- F. UMPQUA BANK: August 2022 \$20,414.92**
- G. UMPQUA BANK: September 2022 \$6,999.80**
- H. TIME DISTRIBUTION: September 2022**
- I. TIME DISTRIBUTION: October 2022**
- J. BALANCE SHEET: September 2022**
- K. BALANCE SHEET: October 2022**
- L. SCHEDULE OF EXPENDITURES: September 2022**
- M. SCHEDULE OF EXPENDITURES: October 2022**

**5. BUSINESS ITEMS:**

- A. Confirm date for annual Holiday Party, to see if December 13th works for most**
- B. Discussion and approval of Bret Ives consulting proposal for Strategic Planning**

**6. MONTHLY OPERATIONS REPORT: Ken Klemme, District Manager**

**7. TRUSTEE COMMENTS:**

**DRAFT MINUTES OF THE 846th REGULAR  
MEETING OF THE BOARD OF TRUSTEES OF THE  
MONTEREY COUNTY MOSQUITO ABATEMENT DISTRICT  
September 13, 2022**

A meeting of the Board of Trustees of the Monterey County Mosquito Abatement District was held on September 13, 2022, at the District Office in Salinas, California.

**MEMBERS PRESENT:**

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

**STAFF PRESENT:**

Ken Klemme, District Manager  
Mona Sloan, Administrative Assistant

**MEMBERS ABSENT:**

Louise Goetzelt, City of Del Rey Oaks

**GUESTS PRESENT:**

Liz Pozzebon, DrPH, REHS Director, County of San Luis Obispo, Environmental Health  
Gina Herbst, GIS Analyst III, County of San Luis Obispo, Environmental Health  
Brent Ives, BHI Consulting

**1. CALL TO ORDER:**

Board Chair Jeff Cecilio called the 846<sup>th</sup> Regular Meeting to order at 12:00 PM

**2. ROLL CALL:**

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

**3. PUBLIC COMMENTS:**

NONE

**4. CONSENT CALENDAR:**

- A. APPROVAL OF THE MINUTES: August 2022
- B. PAYROLL WARRANTS: August 2022 \$72,671.16
- C. COMMERCIAL WARRANTS: August 2022 \$128,489.99
- D. UMPQUA BANK: July 2022 \$17,920.31
- E. TIME DISTRIBUTION: August
- F. BALANCE SHEET: August
- G. SCHEDULE OF EXPENDITURES: August

With no further inquiries, **Trustee Tashiro moved to approve the consent calendar pending correction of a spelling error in Manager’s report; Trustee Cranford seconded; the motion passed unanimously.**

**5. BUSINESS ITEMS:**

**A. Liz Pozzebon, Environmental Health Director for San Luis Obispo County presents contract for mosquito services to the Board of trustees for approval.**

Liz Pozzebon addressed the Board with a power point presentation defining the impact the Districts trapping services has had within her county. Pozzebon explained that a 2009 benefit assessment failed to pass after being put on the ballot in 2016. Therefore, the partnerships established between our District, which provides services to the northern part of the county and the San Barbara Mosquito Abatement District which services the southern part have greatly benefitted the 300,000 residents of the County of San Luis Obispo. She went on to say that because of our services the County is able to establish a mosquito response plan that is available to residents online.

After Board input, **Trustee Amadeo moved to approve the contract as submitted; Trustee de Lorimier seconded; the motion passed unanimously.**

**B. Brent Ives, BHI Consulting, presents proposal for a strategic/succession plan for consideration.**

Brent Ives outlined his proposal for a 5-year succession plan for the District that would include meeting with staff and trustees via workshops. He conveyed his experience working with various Special District’s for over 20 years and what he could do for the District. In the end, Ives submitted a pragmatic and strategic vision that was well received by the Board, with final approval tabled until the October Board meeting.

**C. Consideration and approval of service contract between the City of Salinas and Monterey County Mosquito Abatement District.**

Manager Klemme submitted a flat-rate monthly maintenance contract between the District and City of Salinas regarding service of approximately 3,500 catch basins as well as maintenance services for the Santa Rita Creek.

After discussion, **Trustee Tashiro moved to approve the contract as submitted; Trustee Carbone seconded; the motion passed unanimously.**

**D. Consideration and approval of service contract between the County of Monterey Water Resources Agency and the Monterey County Mosquito Abatement District.**

Manager Klemme explained to the Board that the City of Salinas assisted Water Resources with weed maintenance, but needs additional help from the District. Klemme said he may have to hire a technician to fulfill the task and will determine that as work progresses.

After discussion, **Trustee Amadeo moved to approve the contract as submitted; Trustee de Lorimier seconded; the motion passed unanimously.**

**E. Ken Klemme presented the settlement agreement from PG & E for Board approval.**

Manager Klemme submitted a settlement agreement from PG & E for costs associated with delays during construction.

After discussion, **Trustee Carbone moved to approve the agreement as presented; Trustee Amadeo seconded; the motion passed unanimously.**

**F. MVCAC 91<sup>st</sup> Annual Conference 1/29/23 – 2/1/23 Disneyland Hotel, Anaheim**

Manager Klemme polled Trustees to ascertain who would be interested in attending the conference. The majority of members confirmed they would like to attend with one member absent and one member, undecided. Administrative Assistant Sloan will proceed with all arrangements.

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

Manager Klemme informed the Board that our Zoom phone system is up and running. Klemme also let the Board know the District was set up on the “Next Door” app. which reaches approximately 80,000 residents. He relayed that this is a great source for public communication and outreach. Klemme also informed the Board that staff manned our annual booth at the Monterey County Fair and it went really well. Lastly, we are performing mowing in the field, but our equipment is currently broken down and waiting on repairs.

7. **TRUSTEE COMMENTS:**

Trustee Carbone told the Board that crew are tearing down the rest of the building that was next to the Costco in Sand City.

8. **ADJOURNMENT:**

***With no further inquiries, Board Chair Cecilio adjourned the meeting at 12:54 pm. to the next regularly scheduled meeting on October 11, 2022 at noon.***

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Jeff Cecilio, Board Chair

**ATTEST:**

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Nancy Amadeo, Secretary