



CITY OF DEL REY OAKS

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

CITY COUNCIL MEETING AGENDA OF THE CITY OF DEL REY OAKS CITY COUNCIL TUESDAY, SEPTEMBER 23, 2025 AT 6:00 PM

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

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

Join Zoom Meeting

<https://us02web.zoom.us/j/84761195796>

- 1. ROLL CALL - Council**
- 2. PLEDGE OF ALLEGIANCE**
- 3. PUBLIC COMMENTS: General Public Comment must deal with matters subject to the jurisdiction of the City and the Council that are not on the Agenda. Anyone wishing to address the City Council on matters not appearing on the Agenda may do so now. The public may comment on any other matter listed on the Agenda at the time the matter is being considered. There will be a time limit of not more than three minutes for each speaker. No action will be taken on matters brought up under this item and all comments will be referred to staff.**
- 4. PROCLAMATION:**
 - A.** National Suicide Prevention Month
 - B.** National Hispanic Heritage Month
 - C.** Stormwater Awareness Week
- 5. CONSENT AGENDA:**
 - A. MINUTES: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)**
 - 1.** August 26, 2025 City Council Meeting Minutes

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

- 1.** Police Department Report August, 2025
- 2.** Fire Department Report August, 2025
- 3.** Financial Reports August, 2025

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

- 1.** Consider Approval of Contract with City of Seaside for Street Sweeping Services and Budget Modification to include Approval of Resolution 2025-16
- 2.** Consider Budget Amendments to Appropriate Regional Surface Transportation Program (RSTP) Funds and Adjust SB1 Allocation for the Work Avenue Drainage Improvement Project

6. OLD BUSINESS:
None

7. NEW BUSINESS:

- A.** Consider Council Direction Regarding Development of a Memorial Bench Policy

8. STAFF REPORTS:

- A.** Council Reports

9. CORRESPONDENCE:

- A.** Correspondence

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 REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)
Property: APNS: 031-191-026-000, 031-191-027-000 and 031-191-028-000
Agency Negotiators: John Guertin and Alex Lorca

Negotiating Parties: City of Del Rey Oaks and City Ventures
Under Negotiation: Price and terms of payment

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)

Property: 899 Rosita Rd, Del Rey Oaks, CA 93940 (APN 012-551-006-000)

Agency Negotiator: City Manager John Guertin

Negotiating Parties: City of Del Rey Oaks and Hana Gardens Del Rey Oaks (Del Rey Oaks Garden Center)

Under Negotiation: Price and Terms of Payment

11. NEXT MEETING DATE: October 28, 2025 at 6:00pm

12. ADJOURNMENT

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



CITY OF DEL REY OAKS

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

PROCLAMATION

The City of Del Rey Oaks City Council

Hereby Proclaim September National Suicide Prevention Month

Whereas, suicide is a national and statewide public mental health problem which occurs among all age groups and across all socioeconomic, racial and ethnic backgrounds, is the 11th leading cause of death in the United States, and the 2nd leading cause of death among individuals between the ages of 10 to 34; and

Whereas, in the United States, over 49,000 people died by suicide in 2023—and several thousand friends and family members are changed forever by losing those people; and

Whereas, the stigma associated with mental illness and suicidality works against suicide prevention by discouraging persons at risk for suicide from seeking life-saving help and further traumatizes survivors of suicide; and

Whereas, suicide is preventable, and it is appropriate for a week to be set aside each year to dedicate our thoughts to improving the mental health of all Pasadena residents and raising awareness about suicide;

Now, Therefore I, Scott Donaldson, Mayor of the City of Del Rey Oaks, on behalf of the City Council do hereby proclaim September 7-13, 2025 in Del Rey Oaks as National Suicide Prevention Week, as addressing the mental health needs in Del Rey Oaks of seniors, adults, youth, children, and families is fundamental to having a healthy and accepting community.

Signed this 23th day of September 2025

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 **The City of Del Rey Oaks City Council** **Hereby Honoring National Hispanic Heritage Month**

WHEREAS, Since our founding, our Nation has drawn strength from the diversity of our people; and

WHEREAS, With faith and passion, a sturdy work ethic and profound devotion to family, Hispanics have helped carry forward our legacy as a vibrant beacon of opportunity for all; and

WHEREAS, Whether their ancestors have been here for generations or they are among the newest members of our American family, they represent many countries and cultures, each adding their own distinct and dynamic perspective to our country's story; and

WHEREAS, National Hispanic Heritage Month (NHHM) pays tribute to the generations of Hispanic Americans whose ancestors came from Spain, Mexico, the Caribbean, and Central and South America, and who have positively influenced and enriched our nation and society; and

WHEREAS, In 1968, President Lyndon Johnson implemented the observance of Hispanic Heritage Week; and

WHEREAS, This observation was expanded to its current 30 day period from September 15 to Oct 15 and enacted into public law under President Ronald Reagan on 1988; and

WHEREAS, September 15 was chosen as the starting point for the commemoration because it is the anniversary of independence of five Hispanic countries: Costa Rica, El Salvador, Salvador, Guatemala, Honduras and Nicaragua, who all declared independence in 1821. In addition, Mexico, Chile and Belize celebrate their independence days on September 16, September 18, and September 21 respectively; and

WHEREAS, Hispanic Americans continue to enrich our community with cultural, educational and political influences that can be seen in all aspects of our life; and

WHEREAS, National Hispanic Heritage Month is an important reminder of how much strength we draw as a Nation from our immigrant roots and our values as a Nation of immigrants; and

NOW, THEREFORE I, Scott Donaldson, Mayor of the City of Del Rey Oaks, do hereby proclaim September 15-October 15, 2025 as National Hispanic Month in the City of Del Rey Oaks and I urge all citizens to embrace the diversity that strengthens us and continue striving to ensure the American dream is with reach for generation of Hispanics to come.

Signed this 23th day of September 2025

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 STORMWATER AWARENESS WEEK September 22 – September 26, 2025

WHEREAS, the water quality of our local water resources are of vital importance to sustainable communities and to the health, safety, and well-being of the people of this community; and,

WHEREAS, it is in the public interest for the citizens, Staff, civic leaders, business interests, and children in our community to gain knowledge of and maintain a progressive interest and understanding of stormwater and the protection of our water resources; and,

WHEREAS, our Municipal Staff often serve on the front lines of water quality protection; and,

WHEREAS, stormwater is increasingly considered a resource for our community, where every drop counts as demonstrated by its contributions as a source water for Monterey One Water's Pure Water Monterey project; and,

WHEREAS, since 2002, the City of Del Rey Oaks has participated in the Monterey Regional Stormwater Management Program (MRSWMP), a regional collaboration intended to implement local Municipal Separate Storm Sewer System (MS4) Phase II Stormwater Permit Requirements under the Clean Water Act in a consistent and cost-effective manner; and,

WHEREAS, the City of Del Rey Oaks will participate in the annual Stormwater Awareness Week training activities, a statewide effort to train Municipal Staff, specifically Building Department Staff, on stormwater and water quality issues;

NOW THEREFORE, BE IT RESOLVED, that the City Council does hereby proclaim the week of September 22 – September 26, 2025, as Stormwater Awareness Week, and urges all residents to recognize the importance of water quality and its impacts on our community health, safety, welfare, and quality of life.

Signed this 23th day of September, 2025

Scott Donaldson, Mayor

City of Del Rey Oaks

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



Action Minutes

Tuesday, August 26, 2025

6:00 PM

City Council – Regular Meeting

Del Rey Oaks City Council

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

6:00 PM – Called to Order:

The meeting was called to order by Mayor Donaldson

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

Also Present: City Manager Guertin, City Attorney Lorca, City Clerk Minami, Deputy City Clerk Batra, and Chief of Police Bourquin.

Pledge of Allegiance:

Led by Mayor Donaldson

Public Comment:

Kristin Clark: Invites others to join the Del Rey Oaks Citizen Actions Group and informs when they meet and mentioned the Fall Festival for Saturday Oct. 4, 2025

PROCLAMATIONS:

Mayor Donaldson read the following proclamation:

Honoring George Jaksha for 34 years of Distinguished Service to the City and Community
The Mayor thanked George for his years of service and gave him a key to the city.

Public Comment:

Jim Clark: Tells jokes and stories about George and thanks him for his service and friendship.

Mike Hayworth: Thanks Georg for all of the help throughout the years on the commission and his friendship.

Jerry Edelen: Became friends in 1957. It is because of George that he started on the Planning Commission, followed by the Council. Thanks him.

Kristin Clark: He is a friend who brings people together. He “roped” her into being a Planning Commissioner, too.

Councilmember Burger: Learned a lot from George on the Commission and considers him a friend.

Councilmember Uy: Thanks the entire Jaksha family. Inspiring to young people.

Councilmember Hallock: It’s all Georges fault that he is in politics. He mentored him as Chairman and still appreciates it.

Councilmember Shirley: Congratulations George, appreciates his devotion to the City.

City Manager Guertin: Thanks George, from the entire staff. He is appreciated.

City Attorney Lorca: Thanks George for always considering the applicants.

The meeting took a brief recess for refreshments in Commissioner Jaksha’s honor

Meeting adjourned at 6:15pm, came back to order at 6:35pm

CONSENT AGENDA:

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

1. June 24, 2025, Regular City Council Meeting Minutes

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

1. Fire Department Response Report, June and July 2025
2. Police Activity Report, June and July 2025
3. Financial Reports, June and July 2025

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

1. Consider Approval of the Consultant Services Agreement with Avenu Insights and Analytics, LLC, and Authorize the City Manager to execute the Agreement on behalf of the City
2. Consider Approval of the Amended Salary Schedule for FY 2025-26
3. Consider Approval and to Authorize City Manager to sign the Contract with Smith & Enright Landscaping, Inc. for Annual Landscape Maintenance Services
4. Consider Approval and to Authorize City Manager to Sign Agreement for Professional Planning and Environmental Consulting Services with Denise Duffy & Associates
5. Approval to Contract with Dell Solutions for a New Server for the Police Department

PUBLIC COMMENT:

None

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

Motion passed unanimously 5-0

PUBLIC COMMENT:

None

OLD BUSINESS:

None

NEW BUSINESS:**Mayor Donaldson requests to rearrange the order of the items in consideration of time for speaker from ReGen Monterey – Council accepted.**

- A.** Consider Approval and to Authorize the City Manager to Sign a Memorandum of Understanding with ReGen Monterey and Participating Member Agencies Regarding Assistance with Franchise Agreement Matters.

City Manager Guertin: Gives a presentation of the following items:

- *Gave the background of the 6 other member agencies and Del Rey Oaks with ReGen
- *Current franchise agreement entered into in 2010, expires in 2030.
- *Explains the purpose of the MOU. ReGen Monterey manages activities on behalf of agencies.
- *Activities include engagement, RFP development and negotiations. TAC meets monthly.
- *Fiscal Impacts. Equal cost share among 7 agencies: \$76,374.00

Councilmember Burger: Why does Del Rey Oaks pay the same as larger cities?

Kristin Ohara, ReGen: Explains that it is the same amount of effort and work for small cities as the larger ones. Has received full consensus from all City Councils.

Councilmember Shirley: The ReGen TAC is one of the best in the area, does a great job!

Councilmember Uy: Are there risks involved? The work on SB1383 is helpful.

Kristin Ohara, ReGen: Each jurisdiction has the same amount of benefits based on HF&H recommendations.

Vice Mayor Hallock: It's too bad that fee and size of city is disproportionate.

Mayor Donaldson: Thanks for taking the time to be here and answer questions Kristin.

PUBLIC COMMENT:

None

A motion was made by **Councilmember Shirley**, seconded by **Councilmember Uy**, to Approve and to Authorize the City Manager to Sign a Memorandum of Understanding with ReGen Monterey and Participating Member Agencies Regarding Assistance with Franchise Agreement Matters

Motion passed unanimously 5-0

- B.** Consider Approval of Contract with ClearGov for Electronic Budget Development and Management Services

City Manager Guertin: Shares the difference between a budget created in Excel and the work product of the ClearGov Budget book from the City of San Juan Bautista. Points out the differences between the work products. He is excited about getting this for the city, it's gonna be fun.

Councilmember Burger: Is it compatible with the accounting system?

City Manager Guertin: Yes.

Councilmember Uy: Thanks John.

Vice Mayor Hallock: It will look great.

Councilmember Shirley: Thanks John. Asks about how soon the monthly reports ready for budget meetings.

City Manager Guertin: A few months.

Mayor Donaldson: Appreciate the work, thanks John.

PUBLIC COMMENT:

None

A motion was made by **Councilmember Burger**, seconded by **Vice Mayor Hallock**, to approve the Contract with ClearGov for Electronic Budget Development and Management Services.

Motion passed unanimously 5-0

STAFF REPORTS:

- A. Council Reports are in the packet

CORRESPONDENCE:

- A. MST Highlights
Mosquito Abatement Highlights

NEXT MEETING DATE: Tuesday, September 23, 2025 at 6:00 pm

ADJOURNMENT: 7:20 pm

Attest: _____

Date:-----



POLICE

DEL REY OAKS

City Council Report

Aug 2025

Chris Bourquin - Chief

Case #	Date	Offense Code 1	Offense Code Description	DRO	MPAD	OJ	Residential	Commercial
25-177	08/01/2025	20002(A)(1) VC	Hit and Run	X				X
25-178	08/01/2025	Lost Property	Lost Property		X			X
25-179	08/01/2025	Information Only	Information only		X			X
25-180	08/01/2025	Information Only	Information only		X			X
25-181	08/05/2025	Information Only	Information only		X			X
25-182	08/06/2025	ACN	Accident Non injury	X			X	
25-183	08/06/2025	666.1(A)(1) PC	Theft with a Prior	X				X
25-184	08/07/2025	ACN	Accident Non injury	X				X
25-185	08/07/2025	Information Only	Information only	X				
25-186	08/08/2025	Information Only	Information only		X			X
25-187	08/08/2025	Civil	Civil	X				X
25-188	08/11/2025	ACN	Accident Non injury		X			X
25-189	08/12/2025	12500(A) VC	Unlicensed driver	X				X
25-190	08/16/2025	Information Only	Information only	X				X
25-191	08/16/2025	ACN	Accident Non injury	X				X
25-192	08/17/2025	Strike Violation	Strike Violation		X			X
25-193	08/18/2025	Information Only	Information Only	X				X
25-194	08/17/2025	273A(A) PC	Child Abuse	X				X
25-195	08/19/2025	Civil	Civil	X				X
25-196	08/20/2025	5150 W&I	Mental Evaluation	X			X	
25-197	08/20/2025	Civil	Civil	X				X
25-198	08/20/2025	Strike Violation	Strike Violation		X			X
25-199	08/16/2025	Information Only	Information		X			X
25-200	08/22/2025	Surrendered Property	Surrendered Property		X			X
25-201	08/22/2025	Lost Property	Lost Property		X			X
25-202	08/22/2025	Strike Violation	Strike Violation		X			X
25-203	08/24/2025	602(T)(1) PC	Trespass	X				X
25-204	08/25/2025	484G PC	Credit Card Theft/Trick	X			X	
25-205	08/25/2025	ACB	Accident involving bike	X				X
25-206	08/26/2025	Information Only	Information Only		X			X
25-207	08/28/2025	Strike Violation	Strike Violation		X			X
25-208	08/29/2025	Lost Property	Lost Property		X			X
25-209	08/30/2025	530.5(A) PC	Identity Theft	X				X
25-210	08/30/2025	20002(A)(1) VC	Hit and Run	X				X
25-211	08/31/2025	ACN	Accident Only	X				X
35 Cases								

Calls for Service	
Month	YTD
324	2,354

Case Reports	
Month	YTD
35	211

Alarms					
Residential		Commercial		MPAD	
Mo.	YTD	Mo.	YTD	Mo.	YTD
2	10	2	18	5	49

Citations					
Moving		Parking		Warning	
Mo.	YTD	Mo.	YTD	Mo.	YTD
13	117	25	129	2	67



FIRE DEPARTMENT

1635 Broadway Avenue
Seaside, CA 93955

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

September 16, 2025

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's response to Del Rey Oaks for the period of August 1, 2025, through August 31, 2025.

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

Incident #

250801-SEA01969	250808-SEA02045	250819-SEA02149	250828-SEA02223
250802-SEA01985	250808-SEA02046	250820-SEA02156	250831-SEA02247
250805-SEA02013	250810-SEA02060	250825-SEA02197	250831-SEA02250
250807-SEA02023	250816-SEA02110	250825-SEA02198	
250808-SEA02033	250818-SEA02129	250827-SEA02213	

There are eighteen (18) fire calls for Augsut. If you have any questions, please contact me.

Sincerely,

Paul Blaha
Fire Chief
CC: File

SEASIDE FIRE DEPARTMENT
City of Del Rey Oaks - Response Report

Incident Date	Incident Number	Alarm Time	Arrival Time	Response Time (Minutes)	Incident Type Code	District	Street Or Highway Name	Priority
8/1/2025	250801-SEA01969	9:39:00 AM	9:46:00 AM	7.00	300 - Rescue & EMS	29	Rosita	Emergent
8/2/2025	250802-SEA01985	7:25:00 PM	7:30:00 PM	5.00	300 - Rescue & EMS	29	Canyon Del Rey	Emergent
8/5/2025	250805-SEA02013	2:18:00 PM	2:24:00 PM	6.00	400 - Hazardous Condition	29	Portola	Emergent
8/7/2025	250807-SEA02023	12:39:00 AM	12:48:00 AM	9.00	600 - Good Intent Call	29	Quendale	Non-Emergent
8/8/2025	250808-SEA02033	4:19:00 AM	4:28:00 AM	9.00	500 - Service Call	29	Pheasant Ridge	Non-Emergent
8/8/2025	250808-SEA02045	5:44:00 PM	5:53:00 PM	9.00	600 - Good Intent Call	29	Canyon Del Rey	Non-Emergent
8/8/2025	250808-SEA02046	5:55:00 PM	5:55:00 PM	0.00	300 - Rescue & EMS	29	Canyon Del Rey	Emergent
8/10/2025	250810-SEA02060	1:40:00 AM	Canceled	N/A	600 - Good Intent Call	29	Portola	Non-Emergent
8/16/2025	250816-SEA02110	12:10:00 PM	12:29:00 PM	19.00	500 - Service Call	29	Calle Del Oaks	Non-Emergent
8/18/2025	250818-SEA02129	8:21:00 AM	8:26:00 AM	5.00	300 - Rescue & EMS	29	Greenock	Emergent
8/19/2025	250819-SEA02149	5:10:00 PM	5:15:00 PM	5.00	500 - Service Call	29	Quendale	Non-Emergent
8/20/2025	250820-SEA02156	1:17:00 PM	1:25:00 PM	8.00	300 - Rescue & EMS	29	Paloma	Non-Emergent
8/25/2025	250825-SEA02197	3:09:00 PM	3:15:00 PM	6.00	600 - Good Intent Call	29	Work	Emergent
8/25/2025	250825-SEA02198	6:07:00 PM	6:12:00 PM	5.00	600 - Good Intent Call	29	FREMONT	Non-Emergent
8/27/2025	250827-SEA02213	11:45:00 AM	11:51:00 AM	6.00	300 - Rescue & EMS	29	Quendale	Emergent
8/28/2025	250828-SEA02223	3:01:00 PM	3:07:00 PM	6.00	600 - Good Intent Call	29	SETTER	Emergent
8/31/2025	250831-SEA02247	9:14:00 AM	9:19:00 AM	5.00	300 - Rescue & EMS	29	Altura	Emergent
8/31/2025	250831-SEA02250	12:13:00 PM	12:19:00 PM	6.00	400 - Hazardous Condition	29	Canyon Del Rey	Non-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



Seaside Fire Department

1635 Broadway Avenue
Seaside, CA. 93955 831-899-6790

INCIDENT

Incident Number 250816-SEA02110	Incident Date 08/16/2025	NFIRS Number 0002137	Incident Type (551) - Assist police or other governmental agency
---	------------------------------------	--------------------------------	--

FD/D 27080	Station Seaside Fire	Shift A shift	District 029
----------------------	--------------------------------	-------------------------	------------------------

Initial Dispatch Code
SVC

Alarms	Working Fire?	COVID-19 was a factor	Critical Incident	Critical Incident Team
--------	---------------	-----------------------	-------------------	------------------------

Temporary Resident Involvement
None

Hazardous Materials Released

Action Taken 1
(70) - Assistance, other

AID

Aid Given/Received
(N) - None

LOCATION

Location Type
(1) - Street address

Address
201 Calle Del Oaks, DEL REY OAKS, California, 93940

Cross Street, USNG, or Directions	Latitude 36.58629700	Longitude -121.83098800	Census Tract
-----------------------------------	--------------------------------	-----------------------------------	--------------

Detector Alerted Occupant

Property Use (200) - Educational, other	Mixed Use
---	-----------

TIMES

PSAP Received 12:09:31, 08/16/2025	Dispatch Notified Time 12:09:31, 08/16/2025	Alarm Time 12:09:31, 08/16/2025
--	---	---

Arrival Time 12:29:00, 08/16/2025	Water on Fire Time	At Patient Time
---	--------------------	-----------------

Loss Stop Time	Controlled Time	Last Unit Cleared Time 12:45:37, 08/16/2025
----------------	-----------------	---

TIMES

Total On Scene Time: 0 hrs 16 mins 37 sec Total Incident Time: 0 hrs 36 mins 6 sec

COUNTS

Counts Include Aid Received? No

Suppression:		EMS:		Other:	
Apparatus	Personnel	Apparatus	Personnel	Apparatus	Personnel
<u>2</u>	<u>7</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

PERSON/OWNER

AUTHORIZATION

Report Writer:

Name: Black, Jason Employee Number: B04984 Assignment: Officer Authorization Date: 09/04/2025

Officer in Charge:

Name: Black, Jason Employee Number: B04984 Assignment: Officer Authorization Date: 09/04/2025

Quality Control:

Name: Black, Jason Authorization Date: 09/04/2025

INCIDENT NARRATIVE

Initially, T6271 responded to 201 Calle De Oaks to assist DRO PD with a ladder request. Multiple call for service were dispatched during this time frame and T6271 was diverted from this call to another with higher priority. This call was left pending until a unit cleared and could respond. E6211 eventually responded to this request, while T6271 was still committed.

E6211 arrived on scene, assisted DRO PD with a ladder to investigate a crawl space for a possible raccoon. Once complete, E6211 gathered equipment, cleared the call and responded to another detail.

JB

Unit Reports

T6271

Use: (1) - Suppression Responding From: Station 1 Priority: _____

Response Delays

Dispatch Time	Enroute Time	Arrival Time
<u>12:10:31, 08/16/2025</u>	<u>12:10:49, 08/16/2025</u>	_____
At Patient Time	Clear Time	In District Time
_____	<u>12:15:25, 08/16/2025</u>	_____

T6271

Actions Taken:

Cancelled en route

Personnel:

Chris Fugitt, Lee Whitney, Chris Marsiguerra

E6211

Use:

(1) - Suppression

Responding From:

021

Priority:

Response Delays:

Dispatch Time:

12:24:05, 08/16/2025

Enroute Time:

12:24:05, 08/16/2025

Arrival Time:

At Patient Time:

Clear Time:

12:43:55, 08/16/2025

In District Time:

Actions Taken:

Cancelled en route

Personnel:

Rick Meyer, Brett Heirigs, Barrett Conner, Chase Whitney



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: September 23, 2025
TO: Honorable Mayor and Members of the City Council
FROM: John Guertin, City Manager
SUBJECT: Receive August 2025 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 August 2025 Financial Reports.

Background

The Members of the City Council routinely receive financial reports for the previous month.

Summary & Discussion

Attached are the August 2025 financial reports.

- August 2025 Cash and Investments – The report shows where the City’s funds are invested. The City continues to have a healthy cash balance of \$12,539,729, much of which is restricted for specific purposes.
- August 2025 Check Register –This is a listing of all the payments issued during the month. The total checks issued are \$138,007.
- August 2025 General Fund Summary – This is a one-page summary of the General Fund summarized as follows:

	FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	% Collected/ Spent
Revenue	\$ 5,091,200	\$ 301,596	\$ 915,464	18%
Expenditures	5,178,300	655,583	1,126,743	22%
Net Revenue over Expend	(87,100)	(353,987)	(211,279)	
Transfers Out to CIP	(375,446)		-	0%
Net Operating Surplus	\$ (462,546)	\$ (353,987)	\$ (211,279)	

At 16.67% of the year (2 months) the revenues are at 18% due to all revenues received from Business Licenses, Transient Occupancy Tax, and Interest Earned. For the month of August 2025, the General Fund shows a deficit net revenue over expenditure of \$353,987. The expenditure is 22% of the budget due to all the payments made at the beginning of the year for FY 2026 UAL, Insurances-Liability, Workers Comp & Property.

- August 2025 Statement of Revenues and Expenditures – shows fiscal year-to-date actuals in comparison with FY 2025-26 Budget. Please note that the carryovers from other funds have been recorded.

Fiscal Impacts

None. This is informational only.

Recommendation

Staff recommend receiving the reports.

ATTACHMENTS:

- Cash and Investments 2025-08
- Check/Voucher Register 2025-08
- General Fund Summary 2025-08
- Statement of Revenues & Expenditures 2025-08

Respectfully Submitted,

John Guertin, City Manager

**City of Del Rey Oaks
Summary of Cash & Investments
As of August 31, 2025**

Accounts

Unrestricted

General Checking	\$	647,146	
Cash with TDS-Parking	\$	500	
Local Agency Investment Fund			
Reserve for Economic Uncertainties	\$	1,652,182	4.251%
Unappropriated Funds	\$	1,526,865	4.251%
Total Unrestricted	\$	<u>3,826,693</u>	

Restricted

PARS-115 Trust Fund	\$	377,992	
Dev - Monterey Peninsula Partner	\$	9,063	
Fidelity Title Escrow Acct - GJM/SBR Intersection	\$	1,056,168	
Fidelity Title Escrow Acct - SBR Construction	\$	7,269,813	
Total Restricted	\$	<u>8,713,036</u>	

Total Cash and Investments	\$	<u>12,539,729</u>	
-----------------------------------	-----------	--------------------------	--

City of Del Rey Oaks
Check/Voucher Register
From 08/01/2025 Through 08/31/2025

Check Number Payee	Transaction Description	Check Amount
	AMP Field Production City Council & Special Meetings	
22981 Access Monterey Peninsula, Inc.	May/June 2025	\$ 900.00
22982 FENTON & KELLER	City Attorney General Services	6,568.00
FENTON & KELLER	City Ventures Reimbursement	105.00
FENTON & KELLER	Employment Matters	65.00
22983 Pitney Bowes Bank Inc. Purchase Power	Postage Meter Refill 2025-0626	209.80
22984 SIGN WORKS, INC.	Walkway Signs	81.56
SIGN WORKS, INC.	Walkway Signs Aluminum	545.93
	Invoice for PO2425-6 Civil Engineering & Land Surveying	
22985 Whitson Engineers	Services	6,224.25
22986 AMERICAN LOCK & KEY	Batteries	10.91
22987 AT&T CAL NET 2	Outside PD Phone Service Period 06-19-25 to 07-18-25	31.69
22988 AT&T MOBILITY	Internet Service Period 07-19 to 08-18-25	69.77
22989 Bellows Plumbing, Heating & Air Inc.	HVAC Duct work Inspection/Repair	249.00
22990 CALIFORNIA-AMERICAN WATER	Service Period 06/20/2025 - 07/21/2025	326.83
CALIFORNIA-AMERICAN WATER	Service Period 06/20/2025 to 07/21/2025	759.89
	14 Dodge Charger PM Lube & Safety Inspection & Replace	
22991 CORONADO DEISEL MOBILE SERVICES, IN	Engine Cam Shafts & Lifters	1,688.75
22992 HOME DEPOT CRC	Supplies 2025-07	117.37
22993 International Institute of Municipal Clerk	ID# 44370 - Annual Renewal for FY25/26	330.00
22994 I.M.P.A.C.GOVERNM'T SER	5564-9924 2025-07	2,452.10
22995 JAMES DE CHALK	Janitorial Services 2025-07	700.00
22996 MBS BUSINESS SYSTEMS, INC.	Konika Minolta Copier - Billing Period 08/7/25 to 11/6/25	166.82
22997 KAREN MINAMI	Tint Supplies Back Door Clerks Office	17.68
22998 MONTEREY BAY TECHNOLOGIES, INC.	IT Services 2025-08	1,800.00
22999 MONTEREY ONE WATER	Service Period 07-01-25 to 08-31-25	93.72
23000 ODP Business Solutions, LLC	Supplies	103.77
23001 PG&E	Service Period 06/21/2025 to 07/21/2025	2,602.59
23002 PITNEY BOWES INC	Postage Supplies	190.40
23003 PRECISION ALARMS AND AUTOMATION,	Alarm Inspections & Monitoring 2025-08	170.00
23004 SALINAS VALLEY TIRE	TIRE SERVICE ON TRACTOR	2,473.44
23005 SMITH & ENRIGHT LANDSCAPING, INC.	#1486 Weed Abatement Around DRO Properties	1,800.00
23006 US Bank Equipment Finance	Konika Minolta Copier Lease 2025-07	397.84
23007 VSP	Vision Premium 2025-08	234.63
23008 YSS BUILDERS, INC.	Service Call to Park Restroom Clear Urinal	229.00
	AMP Equipment Purchase & Installation - City Council	
23009 Access Monterey Peninsula, Inc.	Chambers	4,750.66
23010 AFLAC-Voided replaced with Ck# 23033	Premium 2025-06	-
23011 County of Monterey	Alert & Warning System -Annual Billing FY 2024-2025	314.00
23012 OMNIGO SOFTWARE	Software Historic Read Only License 9/27/25 - 9/26/26	3,512.38
	Measure X Pavement Management Update 2022 - PMP	
23013 TAMC-Voided replaced with Ck# 23034	Consultant Servcies	-
23014 AFLAC	Premium 2025-07	1,162.98
23015 AMERICAN LOCK & KEY	ABUS 83/45 Padlock & DND Keys	78.56
AMERICAN LOCK & KEY	Primus Keys & Stamp	378.72
23016 AT&T MOBILITY	Airport Internet Service Period 07/25/25 to 08/24/25	74.90
AT&T MOBILITY	Telephone Service Period 08-03-25 to 09-02-25	353.33
23017 CoPower	Dental Premiums 2025-09	2,387.50
23018 CORELOGIC SOLUTIONS, LLC.	Software 2025-07	163.91
23019 LIEBERT, CASSIDY AND WHITMORE	Employment Matters	65.00

City of Del Rey Oaks
Check/Voucher Register
From 08/01/2025 Through 08/31/2025

Check Number Payee	Transaction Description	Check Amount
23020 Monterey One Water	Inter-Governmental Revenues MRSWMP Fiscal Year 2024-25	1,613.54
23021 ODP Business Solutions, LLC	Supplies	52.72
23022 PG&E	Service Period 07/12/2025 - 08/11/2025	83.34
23023 Peace Officers Research Assoc of Calif	ASSN ID #3163 2025-05	72.00
Peace Officers Research Assoc of Calif	ASSN ID#3162 PORAC 2025-05	243.00
23024 PURE WATER	Supplies 2025-08	56.00
23025 Stericycle, Inc.	Shred Service 2025-07 & 2025-08	358.72
23026 TERMINIX, INC.	Pest Control 2025-07	115.24
23027 TRUCKSIS ENTERPRISES, INC.	Signage State of The City Meeting	170.79
23028 United Way Monterey County	211 Monterey County 2025-2026	3,000.00
23029 US Bank Equipment Finance	Konika Minolta Copier Lease 2025-08	135.64
23030 Verizon	Service Period 7/24/25 to 7/23/25	118.03
23031 CoPower	Dental Premiums 2025-07	2,367.50
23032 G.P.S. SOLUTIONS	Plan Checking/Building Inspeccion Services	9,348.51
23033 AFLAC	Premium 2025-06	1,162.98
23034 TAMC	Measure X Pavement Management Update 2022 - PMP	
7-Eleven 7-Eleven Mastercard	Consultant Servcies	6,133.85
ACH 7-11 Aug 7-Eleven Mastercard	PNC Bank Wire Fee Acct# 3-HNG	50.00
ACH PERS PERS	PD & PW Fuel Charges 2025/07	2,876.01
PERS	CALPERS 1900 457 (08/01) Contribution 07/31/2025	2,950.00
PERS	PERS 3100 Contribution Retirement 07/12-07/25/25 -Plan 26934	2,448.62
PERS	PERS 3100 Contribution Retirement 7/12-7/25/25 -Plan 1364	635.67
PERS	PERS 3100 Contribution Retirement 7/12-7/25/25 -Plan 25623	4,475.01
PERS	PERS 3100 Contribution Retirment 7/12-7/25/25 -Plan 1365	3,287.57
ACH PERS 8/18 PERS	CalPERS 1900 457 (08/18) Contribution 08/15/2025	3,400.00
PERS	PERS 3100 Contribution Retirement 07/26-08/08/25 -Plan 26934	2,304.43
PERS	PERS 3100 Contribution Retirement 7/26-8/8/25 -Plan 1364	628.95
PERS	PERS 3100 Contribution Retirement 7/26-8/8/25 -Plan 2562:	4,373.84
PERS	PERS 3100 Contribution Retirment 7/26-8/8/25 -Plan 1365	3,497.05
CH PERSHEALTH P.E.R.S.-HEALTH	CalPERS 1800 Health 08/2025	37,090.46
Report Total		<u><u>\$ 138,007.15</u></u>

City of Del Rey Oaks
Statement of Revenues and Expenditures
100 - General Fund
From 08/01/2025 Through 08/31/2025

		FY 2026	August 2025	FY 2026	Percent
		Budget	Actual	YTD Actual	Collected/Spent
Revenue					
Property Taxes	000	867,500.00	-	-	0.00%
Sales Tax	000	1,189,000.00	115,452.40	227,608.13	19.14%
Other Taxes	000	551,400.00	9,897.57	106,997.71	19.40%
Licenses and Permits	000	322,700.00	27,549.36	247,301.06	76.63%
Fines and Forfeitures	000	25,100.00	1,676.60	3,307.09	13.17%
Other Revenue	000	205,700.00	5,906.46	40,793.00	19.83%
Grants	000	247,500.00	1,826.86	21,663.03	8.75%
Airport Police Services	210	1,489,000.00	114,707.00	226,559.50	15.21%
Current Services	000	193,300.00	24,579.63	41,234.70	21.33%
Total Revenue		5,091,200.00	301,595.88	915,464.22	17.98%
Expenditures					
Council	110	30,400.00	1,206.32	3,050.65	10.03%
City Clerk	111	648,200.00	83,241.52	174,109.64	26.86%
City Manager	120	338,400.00	57,741.83	78,459.88	23.18%
Finance	130	236,000.00	-	2,072.11	0.87%
Legal	150	89,300.00	65.00	598.25	0.66%
Planning & Building Regulation	160	150,400.00	9,348.51	12,480.31	8.29%
Government Buildings	180	20,200.00	878.22	878.22	4.34%
Non-Departmental	190	56,800.00	6,721.66	16,908.37	29.76%
Police	210	2,998,900.00	462,105.97	786,548.46	26.22%
Fire/Animal Control	220	243,300.00	-	-	0.00%
Public Works/Streets	311	256,800.00	31,069.62	48,360.30	18.83%
Parks/Recreation	411	109,600.00	3,204.35	3,276.91	2.98%
Total Expenditures		5,178,300.00	655,583.00	1,126,743.10	21.76%
Excess(Deficit) of Revenue Over Expenditures		(87,100.00)	(353,987.12)	(211,278.88)	
Other Financing Sources & Uses					
Transfers Out-CIP		(375,446.00)	-	-	
Net Revenues After Other Financing Sources & Uses		(462,546.00)	(353,987.12)	(211,278.88)	

City of Del Rey Oaks
Statement of Revenues and Expenditures

100 - General Fund
From 8/1/2025 Through 8/31/2025

		FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Revenue					
Property Taxes					
Non Department Specific	000				
P/T-Secured	41110	599,800.00	0.00	0.00	0.00%
P/T-Unsecured	41120	31,200.00	0.00	0.00	0.00%
P/T-Prior Secured	41130	6,200.00	0.00	0.00	0.00%
Prior Unsecured	41140	100.00	0.00	0.00	0.00%
P/T-Unitary Tax	41150	12,500.00	0.00	0.00	0.00%
P/T-Supplemental Roll (SB813)	41160	12,400.00	0.00	0.00	0.00%
Property Tax - VLF	41170	204,500.00	0.00	0.00	0.00%
Prop Tax-Interest/Penalty	41180	800.00	0.00	0.00	0.00%
Total Non Department Specific		867,500.00	0.00	0.00	0.00%
Total Property Taxes		867,500.00	0.00	0.00	0.00%
Sales Tax					
Non Department Specific	000				
Sales Tax	42210	409,000.00	33,803.58	73,395.45	17.94%
Sales Tax - 145 (Measure S-1%)	42220	520,000.00	54,662.80	103,004.99	19.80%
Sales Tax -409 (Measure R 1/2%)	42221	260,000.00	26,986.02	51,207.69	19.69%
Total Non Department Specific		1,189,000.00	115,452.40	227,608.13	19.14%
Total Sales Tax		1,189,000.00	115,452.40	227,608.13	19.14%
Other Taxes					
Non Department Specific	000				
Cannabis Tax	42222	100,000.00	0.00	8,797.66	8.79%
Transient Occupancy Tax	42230	229,500.00	4,444.57	67,249.41	29.30%
Property Transfer Tax	42250	8,700.00	0.00	0.00	0.00%
Sewer Impact	42290	22,000.00	0.00	0.00	0.00%
Gas Franchises	42761	8,200.00	0.00	0.00	0.00%
Electric Franchises	42762	22,000.00	0.00	0.00	0.00%
Garbage Franchises	42763	110,000.00	0.00	25,497.64	23.17%
Cable Tv Franchises	42764	26,000.00	5,453.00	5,453.00	20.97%
Water Franchises	42765	25,000.00	0.00	0.00	0.00%
Total Non Department Specific		551,400.00	9,897.57	106,997.71	19.40%
Total Other Taxes		551,400.00	9,897.57	106,997.71	19.40%
Licenses and Permits					
Non Department Specific	000				
STR Annual Licenses Fee	42231	0.00	1,368.24	1,368.24	0.00%
Business Licenses	42310	225,000.00	20,165.51	226,537.18	100.68%
HOUP (Home Occupational User Permit)	42311	0.00	1,280.00	1,600.00	0.00%
SB1473 Environmental Assessment Fee	43312	100.00	4.00	28.00	28.00%
Building Permits	43320	59,000.00	2,040.50	12,229.52	20.72%
Strong-Motion Instrumental Program (SMIP) Fees	43322	200.00	7.61	88.62	44.31%
Cannabis Business Permit	43325	5,000.00	0.00	0.00	0.00%
Plan Check Fees	43330	18,000.00	2,008.50	4,099.50	22.77%
Encroachment/Street Opening Permits Fees	43340	8,000.00	0.00	0.00	0.00%
Plumbing Permits	43350	3,400.00	170.00	298.00	8.76%
Electrical Permits	43360	3,000.00	0.00	187.00	6.23%

City of Del Rey Oaks
 Statement of Revenues and Expenditures
 100 - General Fund
 From 8/1/2025 Through 8/31/2025

		FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Tree Removal Permits	43361	0.00	300.00	300.00	0.00%
AVAILABLE	43362	0.00	0.00	300.00	0.00%
Other Licenses/Permits	43390	1,000.00	0.00	0.00	0.00%
Day Use Permits (Park only)	48911	0.00	60.00	120.00	0.00%
Old Town Hall Rental Fee	48912	0.00	145.00	145.00	0.00%
Total Non Department Specific		<u>322,700.00</u>	<u>27,549.36</u>	<u>247,301.06</u>	<u>76.63%</u>
Total Licenses and Permits		322,700.00	27,549.36	247,301.06	76.63%
Fines and Forfeitures					
Non Department Specific	000				
Fines & Forfeitures	45000	2,600.00	440.60	627.09	24.11%
Vehicle Code Fines	45510	5,500.00	30.00	55.00	1.00%
Parking and Admin Fines	45512	17,000.00	1,206.00	2,625.00	15.44%
Total Non Department Specific		<u>25,100.00</u>	<u>1,676.60</u>	<u>3,307.09</u>	<u>13.18%</u>
Total Fines and Forfeitures		25,100.00	1,676.60	3,307.09	13.18%
Other Revenue					
Non Department Specific	000				
SB1186 Disability Access Fund	43311	1,000.00	101.00	333.00	33.30%
Interest Earned	46100	185,000.00	0.00	34,440.99	18.61%
Interest Earned-PARS	46101	15,000.00	0.00	213.55	1.42%
HOPTR	47130	1,200.00	0.00	0.00	0.00%
Vehicle License Collection	47140	2,500.00	0.00	0.00	0.00%
Miscellaneous Refunds	48930	1,000.00	5,805.46	5,805.46	580.54%
Total Non Department Specific		<u>205,700.00</u>	<u>5,906.46</u>	<u>40,793.00</u>	<u>19.83%</u>
Total Other Revenue		205,700.00	5,906.46	40,793.00	19.83%
Grants					
Non Department Specific	000				
COPS	47240	194,000.00	0.00	16,666.66	8.59%
SB1383 Organics Recycling	47243	14,000.00	0.00	1,250.00	8.92%
Prop 172	47750	20,000.00	1,826.86	3,244.87	16.22%
Wellness Program	47760	7,500.00	0.00	0.00	0.00%
Police Grants & Other Reimbursements	47780	5,000.00	0.00	0.00	0.00%
POST Reimbursements	47781	7,000.00	0.00	501.50	7.16%
Total Non Department Specific		<u>247,500.00</u>	<u>1,826.86</u>	<u>21,663.03</u>	<u>8.75%</u>
Total Grants		247,500.00	1,826.86	21,663.03	8.75%
Airport Police Services					
Police	210				
Airport Police Services	48220	1,489,000.00	114,707.00	226,559.50	15.21%
Total Police		<u>1,489,000.00</u>	<u>114,707.00</u>	<u>226,559.50</u>	<u>15.22%</u>
Total Airport Police Services		1,489,000.00	114,707.00	226,559.50	15.22%
Current Services					
Non Department Specific	000				
Rental Income - Garden Center	46815	18,000.00	0.00	3,000.00	16.66%
Rental Income - Airport RV	46816	39,600.00	4,045.34	7,935.88	20.04%
Rental Income - PW Bldg (CHC Enterprise)	46817	24,000.00	2,000.00	4,000.00	16.66%
Police Service Fees	48210	1,000.00	0.00	130.00	13.00%
Police Services-Special Events	48211	35,000.00	13,500.00	17,000.00	48.57%
Public Events	48212	5,000.00	0.00	0.00	0.00%
Use Permits	48805	52,000.00	120.00	1,940.00	3.73%

City of Del Rey Oaks
Statement of Revenues and Expenditures
100 - General Fund
From 8/1/2025 Through 8/31/2025

		FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Maps/Publications	48810	100.00	0.00	0.00	0.00%
Property Inspections	48825	4,500.00	255.00	1,015.00	22.55%
Miscellaneous Revenue	48840	10,000.00	3,553.00	3,563.00	35.63%
Credit Card Processing Fee	48841	0.00	146.29	690.82	0.00%
LAFCO Refund & Interest for FORA	48842	400.00	0.00	0.00	0.00%
Rental - Park	48910	<u>3,700.00</u>	<u>960.00</u>	<u>1,960.00</u>	<u>52.97%</u>
Total Non Department Specific		<u>193,300.00</u>	<u>24,579.63</u>	<u>41,234.70</u>	<u>21.33%</u>
Total Current Services		<u>193,300.00</u>	<u>24,579.63</u>	<u>41,234.70</u>	<u>21.33%</u>
Total Revenue		<u><u>5,091,200.00</u></u>	<u><u>301,595.88</u></u>	<u><u>915,464.22</u></u>	<u>17.98%</u>

Expenditures

Council	110				
Council Member Stipend	61115	7,500.00	525.00	1,050.00	14.00%
Medicare-ER	61130	200.00	7.61	15.22	7.61%
Social Security-ER	61131	500.00	32.55	65.10	13.02%
Unemployment Ins-Fed & State	61132	100.00	3.15	6.30	6.30%
Dental Expense	61135	8,900.00	638.01	1,914.03	21.50%
Materials/Supply	62410	200.00	0.00	0.00	0.00%
Membership	64550	2,500.00	0.00	0.00	0.00%
Dues-Professional Org					
Strategic Planning	64570	5,000.00	0.00	0.00	0.00%
Misc Expenses	64580	2,500.00	0.00	0.00	0.00%
Travel Expenses	64610	<u>3,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Council		30,400.00	1,206.32	3,050.65	10.04%
City Clerk	111				
Payroll	61105	252,300.00	30,139.20	45,093.20	17.87%
Overtime	61110	5,000.00	231.12	530.55	10.61%
PERS UAL - After 06/30/18	61123	11,100.00	0.00	890.00	8.01%
PERS UAL-Before 06/30/2018	61124	41,000.00	0.00	51,139.00	124.72%
PERS Retirement	61125	26,700.00	2,363.20	3,950.27	14.79%
Medicare-ER	61130	3,800.00	438.62	689.82	18.15%
Unemployment Ins-Fed & State	61132	1,200.00	0.00	0.00	0.00%
Dental Expense	61135	5,700.00	467.25	1,361.75	23.89%
Health Insurance	61140	122,800.00	9,772.22	19,604.36	15.96%
Vision Ins	61145	800.00	59.60	119.20	14.90%
Workers Comp and EAP	61150	4,000.00	3,062.00	3,062.00	76.55%
Wellness Program	61155	1,500.00	0.00	0.00	0.00%
Educational Incentive Pay	61157	6,000.00	692.31	1,105.85	18.43%
Longevity Pay	61158	3,700.00	493.05	764.35	20.65%
Materials/Supply	62410	4,000.00	18.66	32.32	0.80%
Office Supplies	62430	7,000.00	648.95	648.95	9.27%
Repair/Maintenance	63505	1,000.00	0.00	0.00	0.00%
Other Outside Services	63508	6,000.00	540.46	625.46	10.42%
Shredding Services	63509	1,000.00	179.36	179.36	17.93%
Short Term Rental Services	63511	17,500.00	0.00	0.00	0.00%
Telephone	63530	3,000.00	49.91	313.62	10.45%
Internet	63531	1,500.00	0.00	106.65	7.11%
Website Design & Maintenance	63535	1,000.00	0.00	0.00	0.00%
Postage / Shipping	63540	2,000.00	0.00	0.00	0.00%

City of Del Rey Oaks
Statement of Revenues and Expenditures
100 - General Fund
From 8/1/2025 Through 8/31/2025

		FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Training	63605	11,000.00	300.00	300.00	2.72%
Insurance-Liability	63620	62,400.00	31,841.70	31,841.70	51.02%
Contract Services - IT	63635	10,000.00	900.00	1,800.00	18.00%
Software/Server Subscription	64310	15,500.00	163.91	2,806.60	18.10%
Agenda Management System	64315	7,000.00	0.00	4,920.00	70.28%
Municipal Code Service	64320	5,000.00	0.00	881.17	17.62%
Membership	64550	1,000.00	830.00	830.00	83.00%
Dues-Professional Org					
Membership	64552	700.00	0.00	0.00	0.00%
Dues-Government Agency					
Printing / Publications	64575	2,000.00	0.00	0.00	0.00%
Misc Expenses	64580	500.00	50.00	513.46	102.69%
Election Cost	64588	500.00	0.00	0.00	0.00%
Travel Expenses	64610	3,000.00	0.00	0.00	0.00%
Total City Clerk		648,200.00	83,241.52	174,109.64	26.86%
City Manager	120				
Payroll	61105	202,100.00	23,323.20	32,901.36	16.27%
PERS UAL - After 06/30/18	61123	500.00	0.00	445.00	89.00%
PERS Retirement	61125	16,100.00	1,737.12	2,517.36	15.63%
Medicare-ER	61130	2,900.00	338.19	539.65	18.60%
Unemployment Ins-Fed & State	61132	100.00	0.00	0.00	0.00%
Dental Expense	61135	2,400.00	193.29	579.87	24.16%
Health Insurance	61140	48,400.00	3,837.86	7,675.72	15.85%
Health Insurance -Retiree	61141	1,900.00	158.00	316.00	16.63%
Vision Ins	61145	400.00	15.71	31.42	7.85%
Workers Comp and EAP	61150	3,000.00	2,042.00	2,042.00	68.06%
Wellness Program	61155	500.00	0.00	0.00	0.00%
Admin Leave	61175	0.00	0.00	3,684.64	0.00%
Auto Allowance	61180	5,400.00	623.10	993.50	18.39%
Office Supplies	62430	300.00	0.00	0.00	0.00%
Insurance-Liability	63620	51,000.00	25,473.36	25,473.36	49.94%
Membership	64550	1,700.00	0.00	1,260.00	74.11%
Dues-Professional Org					
Membership	64552	700.00	0.00	0.00	0.00%
Dues-Government Agency					
Travel Expenses	64610	1,000.00	0.00	0.00	0.00%
Total City Manager		338,400.00	57,741.83	78,459.88	23.19%
Finance	130				
ADP Payroll Fees	62310	8,500.00	0.00	621.95	7.31%
Bank Service Charges	62320	4,000.00	0.00	1,450.16	36.25%
Credit Card Fees	62321	5,000.00	0.00	0.00	0.00%
Accounting Software	62431	5,000.00	0.00	0.00	0.00%
Budget Software	62433	14,000.00	0.00	0.00	0.00%
Audit-General	63625	40,000.00	0.00	0.00	0.00%
Audit -Sales Tax	63626	5,000.00	0.00	0.00	0.00%
Actuarial Services	63627	4,500.00	0.00	0.00	0.00%
Accounting Services-RGS	63645	150,000.00	0.00	0.00	0.00%
Total Finance		236,000.00	0.00	2,072.11	0.88%
Legal	150				
Legal Services	63650	86,000.00	65.00	65.00	0.07%
Legal Advert	64560	2,300.00	0.00	533.25	23.18%
Misc Expenses	64580	1,000.00	0.00	0.00	0.00%

City of Del Rey Oaks
Statement of Revenues and Expenditures
100 - General Fund
From 8/1/2025 Through 8/31/2025

		FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Total Legal		89,300.00	65.00	598.25	0.67%
Planning & Building Regulation	160				
Economic Development Services	63639	20,000.00	0.00	0.00	0.00%
Planning Services	63640	40,000.00	0.00	0.00	0.00%
Contract Services - Housing Element	63642	50,000.00	0.00	0.00	0.00%
Building Inspections Services	63648	32,400.00	9,348.51	12,480.31	38.51%
Engineering Services	63649	5,000.00	0.00	0.00	0.00%
Code Enforcement Services	63656	2,000.00	0.00	0.00	0.00%
Travel Expenses	64610	1,000.00	0.00	0.00	0.00%
Total Planning & Building Regulation		150,400.00	9,348.51	12,480.31	8.30%
Government Buildings	180				
Materials/Supply	62410	2,000.00	0.00	0.00	0.00%
Repair/Maintenance	63505	5,000.00	17.68	17.68	0.35%
Other Outside Services	63508	1,000.00	0.00	0.00	0.00%
Utilities - PG&E	63520	8,000.00	510.54	510.54	6.38%
Janitorial Services	63660	4,200.00	350.00	350.00	8.33%
Total Government Buildings		20,200.00	878.22	878.22	4.35%
Non-Departmental	190				
Materials/Supply	62410	500.00	0.00	0.00	0.00%
Insurance-Liability	63620	25,000.00	(4,091.10)	(4,091.10)	(16.36)%
Insurance-Property	63621	9,000.00	7,812.76	7,812.76	86.80%
Membership	64550	500.00	0.00	0.00	0.00%
Dues-Professional Org					
Membership Dues-Non Profit Agency Contrib	64551	15,000.00	3,000.00	8,025.00	53.50%
Membership Dues-Government Agency	64552	5,500.00	0.00	5,161.71	93.84%
Misc Expenses	64580	1,000.00	0.00	0.00	0.00%
S.M.I.P.	64930	200.00	0.00	0.00	0.00%
SB 1473	64940	100.00	0.00	0.00	0.00%
Total Non-Departmental		56,800.00	6,721.66	16,908.37	29.77%
Police	210				
Payroll	61105	1,167,800.00	104,920.32	162,771.96	13.93%
Overtime	61110	150,000.00	37,733.23	66,065.36	44.04%
Overtime-DEA	61111	0.00	3.00	3.00	0.00%
Reserves Payroll	61120	95,000.00	11,832.61	17,426.26	18.34%
PERS UAL - After 06/30/18	61123	30,400.00	0.00	25,476.01	83.80%
PERS UAL-Before 06/30/2018	61124	111,000.00	0.00	115,906.99	104.42%
PERS Retirement	61125	163,000.00	13,939.71	23,258.46	14.26%
PERS 457 Expense	61126	32,400.00	6,300.00	7,350.00	22.68%
Medicare-ER	61130	17,400.00	2,330.40	3,850.33	22.12%
Social Security-ER	61131	1,000.00	152.36	169.71	16.97%
Unemployment Ins-Fed & State	61132	13,000.00	22.43	27.69	0.21%
Dental Expense	61135	16,200.00	961.97	2,885.91	17.81%
Health Insurance	61140	342,300.00	20,370.18	40,740.36	11.90%
Vision Ins	61145	2,500.00	143.61	287.22	11.48%
Workers Comp and EAP	61150	141,500.00	95,957.00	95,957.00	67.81%
Wellness Program	61155	5,000.00	0.00	0.00	0.00%
Educational Incentive Pay	61157	16,800.00	1,800.03	2,876.05	17.11%

City of Del Rey Oaks
Statement of Revenues and Expenditures
100 - General Fund
From 8/1/2025 Through 8/31/2025

		FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Longevity Pay	61158	9,300.00	1,307.58	2,075.99	22.32%
Uniform Allowance	61160	10,000.00	0.00	2,000.00	20.00%
Materials/Supply	62410	15,000.00	108.14	121.81	0.81%
Ammunition	62420	5,000.00	0.00	0.00	0.00%
Body Armor Vests	62422	1,500.00	0.00	0.00	0.00%
Office Supplies	62430	5,000.00	196.69	196.69	3.93%
Auto Operations - Supplies / Equip	62710	1,000.00	0.00	0.00	0.00%
Auto Operations - Fuel	62720	30,000.00	2,698.73	2,698.73	8.99%
Repair/Maintenance	63505	2,000.00	0.00	0.00	0.00%
Other Outside Services	63508	5,000.00	309.44	530.08	10.60%
Shredding Services	63509	1,000.00	179.36	179.36	17.93%
Utilities - PG&E	63520	8,000.00	468.98	468.98	5.86%
Telephone	63530	8,000.00	290.24	712.68	8.90%
Internet	63531	6,000.00	262.70	454.23	7.57%
Annual Maintenance-Records Mgmt Software	63537	5,000.00	0.00	0.00	0.00%
Record Management-Historical	63538	3,400.00	3,512.38	3,512.38	103.30%
Postage / Shipping	63540	500.00	0.00	0.00	0.00%
Training	63605	5,000.00	1,250.65	2,586.73	51.73%
Insurance-Liability	63620	290,200.00	142,414.64	142,414.64	49.07%
Insurance-Property	63621	9,000.00	7,812.75	7,812.75	86.80%
Insurance-Vehicles	63622	2,550.00	0.00	0.00	0.00%
Insurance-ADWRP	63624	0.00	829.00	829.00	0.00%
Audit-General	63625	5,000.00	0.00	0.00	0.00%
Actuarial Services	63627	2,500.00	0.00	0.00	0.00%
Professional Services	63628	12,000.00	0.00	0.00	0.00%
Contract Services - IT	63635	12,900.00	900.00	1,800.00	13.95%
Contract Services-Others	63637	4,200.00	135.64	135.64	3.22%
Legal Services	63650	3,800.00	0.00	0.00	0.00%
Janitorial Services	63660	4,200.00	350.00	350.00	8.33%
911-NGEN Phase II Upgrade	63664	7,000.00	0.00	0.00	0.00%
911-Radio Dispatch	63665	61,800.00	0.00	15,440.00	24.98%
911-Inform MDT Terminal Service	63666	1,000.00	0.00	0.00	0.00%
911-Notification System	63667	400.00	0.00	0.00	0.00%
911-NGEN O&M	63668	14,400.00	0.00	3,578.00	24.84%
911-NGEN Debt (Capital Fee)	63669	8,000.00	0.00	7,730.00	96.62%
Auto Repair/Maintenance	63730	23,000.00	1,688.75	3,497.12	15.20%
Parking & Admin Citations Services	63812	9,000.00	608.45	1,398.60	15.54%
Animal Regulation Fire	63820	500.00	0.00	0.00	0.00%
Fund Jail & Prisoner	63830	200.00	0.00	0.00	0.00%
ACJIS System	63840	9,000.00	0.00	0.00	0.00%
Software/Server Subscription	64310	22,700.00	0.00	12,627.50	55.62%
Personnel Recruit & Pre-Employment	64545	3,000.00	0.00	0.00	0.00%
Membership Dues-Professional Org	64550	9,000.00	315.00	2,409.90	26.77%
Membership Dues-Non Profit Agency Contrib	64551	500.00	0.00	0.00	0.00%

City of Del Rey Oaks
 Statement of Revenues and Expenditures
 100 - General Fund
 From 8/1/2025 Through 8/31/2025

		FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Membership	64552	5,000.00	0.00	5,000.00	100.00%
Dues-Government Agency					
Books and Periodicals	64565	900.00	0.00	0.00	0.00%
Printing / Publications	64575	2,000.00	0.00	0.00	0.00%
Misc Expenses	64580	1,000.00	0.00	0.00	0.00%
Travel Expenses	64610	13,000.00	0.00	935.34	7.19%
Principal-Motorola	65104	21,350.00	0.00	0.00	0.00%
Lease-Cameras					
Principal-Dell	65105	5,000.00	0.00	0.00	0.00%
Principal-Sunridge Records	65106	8,500.00	0.00	0.00	0.00%
Mgmt					
Interest-Sunridge Records	65107	300.00	0.00	0.00	0.00%
Mgmt					
Total Police		2,998,900.00	462,105.97	786,548.46	26.23%
Fire/Animal Control	220				
Fire Seaside	63810	243,300.00	0.00	0.00	0.00%
Total Fire/Animal Control		243,300.00	0.00	0.00	0.00%
Public Works/Streets	311				
Payroll	61105	87,800.00	10,123.20	15,296.00	17.42%
PERS UAL - After 06/30/18	61123	500.00	0.00	445.00	89.00%
PERS Retirement	61125	7,100.00	686.40	1,103.53	15.54%
Medicare-ER	61130	1,300.00	146.79	232.33	17.87%
Unemployment Ins-Fed & State	61132	100.00	0.00	0.00	0.00%
Dental Expense	61135	1,600.00	126.98	380.94	23.80%
Health Insurance	61140	37,200.00	2,952.20	5,904.40	15.87%
Vision Ins	61145	300.00	15.71	31.42	10.47%
Workers Comp and EAP	61150	1,500.00	1,021.00	1,021.00	68.06%
Wellness Program	61155	500.00	0.00	0.00	0.00%
Educational Incentive Pay	61157	1,200.00	138.45	220.75	18.39%
Materials/Supply	62410	10,000.00	2,609.48	2,664.65	26.64%
Office Supplies	62430	1,500.00	53.54	53.54	3.56%
Auto Operations - Supplies / Equip	62710	2,500.00	0.00	0.00	0.00%
Auto Operations - Fuel	62720	5,000.00	177.28	177.28	3.54%
Repair/Maintenance	63505	17,900.00	249.00	3,249.00	18.15%
Other Outside Services	63508	1,000.00	0.00	0.00	0.00%
Gabilan Crew	63515	3,000.00	0.00	0.00	0.00%
Utilities - PG&E	63520	5,000.00	93.52	93.52	1.87%
Utilities - Water	63525	5,000.00	383.81	383.81	7.67%
Telephone	63530	200.00	44.87	89.74	44.87%
Internet	63531	600.00	0.00	0.00	0.00%
Training	63605	2,000.00	19.95	19.95	0.99%
Insurance-Liability	63620	21,200.00	10,613.90	10,613.90	50.06%
Insurance-Vehicles	63622	5,000.00	0.00	4,766.00	95.32%
SB1383 Organics Waste Regs Services	63654	14,000.00	0.00	0.00	0.00%
Hazardous Waste Disposal	63655	500.00	0.00	0.00	0.00%
Auto Repair/Maintenance	63730	5,000.00	0.00	0.00	0.00%
Printing / Publications	64575	1,300.00	0.00	0.00	0.00%
Storm Water Project - Phase 4	64920	15,000.00	1,613.54	1,613.54	10.75%
Equipment	66302	2,000.00	0.00	0.00	0.00%

City of Del Rey Oaks
 Statement of Revenues and Expenditures
 100 - General Fund
 From 8/1/2025 Through 8/31/2025

		FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Total Public Works/Streets		<u>256,800.00</u>	<u>31,069.62</u>	<u>48,360.30</u>	<u>18.83%</u>
Parks/Recreation	411				
Materials/Supply	62410	10,000.00	378.72	378.72	3.78%
Office Supplies	62430	1,000.00	0.00	72.56	7.25%
Repair/Maintenance	63505	20,000.00	2,029.00	2,029.00	10.14%
Utilities - Water	63525	3,500.00	796.63	796.63	22.76%
Contract Services - Consultant	63612	75,000.00	0.00	0.00	0.00%
Travel Expenses	64610	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Parks/Recreation		<u>109,600.00</u>	<u>3,204.35</u>	<u>3,276.91</u>	<u>2.99%</u>
Total Expenditures		<u>5,178,300.00</u>	<u>655,583.00</u>	<u>1,126,743.10</u>	<u>21.76%</u>
Net Revenues		(87,100.00)	(353,987.12)	(211,278.88)	
Other Financing Sources and Uses					
Uses					
Non Department Specific	000				
Transfers Out to CIP	81003	<u>(375,446.00)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Non Department Specific		<u>(375,446.00)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Uses		<u>(375,446.00)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Other Financing Sources and Uses		<u>(375,446.00)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Net Revenues After Other Financing Sources and Uses		(462,546.00)	(353,987.12)	(211,278.88)	

City of Del Rey Oaks
Statement of Revenues and Expenditures

210 - Gas Tax Fund
 From 8/1/2025 Through 8/31/2025

		FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Revenue					
Other Revenue					
Non Department Specific	000				
Gas Tax 2103	47010	15,000.00	1,303.59	2,515.52	16.77%
Gas Tax 2105	47020	10,100.00	779.64	1,634.39	16.18%
Gas Tax 2106	47030	9,200.00	748.91	1,512.53	16.44%
Gas Tax 2107	47040	13,700.00	1,062.40	2,243.58	16.37%
Gas Tax 2107.5	47050	1,000.00	1,000.00	1,000.00	100.00%
Total Non Department Specific		<u>49,000.00</u>	<u>4,894.54</u>	<u>8,906.02</u>	<u>18.18%</u>
Total Other Revenue		<u>49,000.00</u>	<u>4,894.54</u>	<u>8,906.02</u>	<u>18.18%</u>
Total Revenue		<u>49,000.00</u>	<u>4,894.54</u>	<u>8,906.02</u>	<u>18.18%</u>
Expenditures					
Public Works/Streets	311				
Street Sweeping	63510	10,000.00	0.00	0.00	0.00%
Street Lighting	63910	20,400.00	1,402.06	1,402.06	6.87%
Principal-PG&E	65751	2,550.00	210.83	210.83	8.26%
Total Public Works/Streets		<u>32,950.00</u>	<u>1,612.89</u>	<u>1,612.89</u>	<u>4.89%</u>
Total Expenditures		<u>32,950.00</u>	<u>1,612.89</u>	<u>1,612.89</u>	<u>4.89%</u>
Net Revenues		16,050.00	3,281.65	7,293.13	
Net Revenues After Other Financing Sources and Uses		16,050.00	3,281.65	7,293.13	

City of Del Rey Oaks
Statement of Revenues and Expenditures

211 - SB1 Fund-RMRA
 From 8/1/2025 Through 8/31/2025

		FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Revenue					
Other Revenue					
Non Department Specific	000				
SB 1 Funds	47777	41,300.00	3,981.89	7,593.26	18.38%
Total Non Department Specific		41,300.00	3,981.89	7,593.26	18.39%
Total Other Revenue		41,300.00	3,981.89	7,593.26	18.39%
Total Revenue		<u>41,300.00</u>	<u>3,981.89</u>	<u>7,593.26</u>	<u>18.39%</u>
Expenditures					
Saucito/Work Gutter & Curb	537				
Curb and Gutter Repair	66327	37,596.50	0.00	0.00	0.00%
Total Saucito/Work Gutter & Curb		37,596.50	0.00	0.00	0.00%
Rosita Emergency Repairs	539				
Curb and Gutter Repair	66327	65,000.00	0.00	0.00	0.00%
Total Rosita Emergency Repairs		65,000.00	0.00	0.00	0.00%
Total Expenditures		<u>102,596.50</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Net Revenues		(61,296.50)	3,981.89	7,593.26	
Net Revenues After Other		(61,296.50)	3,981.89	7,593.26	
Financing Sources and Uses					

City of Del Rey Oaks
Statement of Revenues and Expenditures

212 - Measure X Fund
 From 8/1/2025 Through 8/31/2025

		FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Revenue					
Other Revenue					
Non Department Specific	000				
Measure X	47775	95,900.00	0.00	0.00	0.00%
Total Non Department Specific		95,900.00	0.00	0.00	0.00%
Total Other Revenue		95,900.00	0.00	0.00	0.00%
Total Revenue		95,900.00	0.00	0.00	0.00%
Expenditures					
Debt Service - Measure X	610				
Principal - Measure X Loan	65103	83,900.00	0.00	0.00	0.00%
Interest - Measure X	65203	12,000.00	0.00	0.00	0.00%
Total Debt Service - Measure X		95,900.00	0.00	0.00	0.00%
Total Expenditures		95,900.00	0.00	0.00	0.00%
Net Revenues		0.00	0.00	0.00	0.00%
Net Revenues After Other		0.00	0.00	0.00	0.00%
Financing Sources and Uses					

City of Del Rey Oaks
Statement of Revenues and Expenditures

221 - FORA Habitat Management Fund
 From 8/1/2025 Through 8/31/2025

		FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Expenditures					
Planning & Building Regulation	160				
Contract Services - Habitat Management Plan	63646	14,448.00	0.00	0.00	0.00%
Total Planning & Building Regulation		14,448.00	0.00	0.00	0.00%
Total Expenditures		14,448.00	0.00	0.00	0.00%
Net Revenues		(14,448.00)	0.00	0.00	0.00%
Net Revenues After Other Financing Sources and Uses		(14,448.00)	0.00	0.00	0.00%

City of Del Rey Oaks
Statement of Revenues and Expenditures

231 - BSCC-Officer Wellness & Mental Health Grant

From 8/1/2025 Through 8/31/2025

		FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Expenditures					
Police	210				
Law Enforcement Wellness App	64314	2,000.00	0.00	1,999.00	99.95%
Total Police		<u>2,000.00</u>	<u>0.00</u>	<u>1,999.00</u>	<u>99.95%</u>
Total Expenditures		<u>2,000.00</u>	<u>0.00</u>	<u>1,999.00</u>	<u>99.95%</u>
Net Revenues		(2,000.00)	0.00	(1,999.00)	99.95%
Net Revenues After Other Financing Sources and Uses		(2,000.00)	0.00	(1,999.00)	99.95%

City of Del Rey Oaks
Statement of Revenues and Expenditures

236 - Drug Enforcement Administration (DEA)

From 8/1/2025 Through 8/31/2025

		FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Revenue					
Grants					
Police	210				
DEA Reimbursements	47782	46,128.26	0.00	0.00	0.00%
Total Police		46,128.26	0.00	0.00	0.00%
Total Grants		46,128.26	0.00	0.00	0.00%
Total Revenue		46,128.26	0.00	0.00	0.00%
Expenditures					
Police	210				
Overtime-DEA	61111	46,128.26	6,641.47	10,834.77	23.48%
Total Police		46,128.26	6,641.47	10,834.77	23.49%
Total Expenditures		46,128.26	6,641.47	10,834.77	23.49%
Net Revenues		0.00	(6,641.47)	(10,834.77)	0.00%
Net Revenues After Other Financing Sources and Uses		0.00	(6,641.47)	(10,834.77)	0.00%

City of Del Rey Oaks
Statement of Revenues and Expenditures

260 - CDBG Fund
 From 8/1/2025 Through 8/31/2025

		FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Revenue					
Grants					
Parks/Recreation	411				
CDBG Grant	47765	90,000.00	0.00	0.00	0.00%
Total Parks/Recreation		90,000.00	0.00	0.00	0.00%
Total Grants		90,000.00	0.00	0.00	0.00%
Total Revenue		90,000.00	0.00	0.00	0.00%
Expenditures					
Parks/Recreation	411				
Park Improvements	66420	90,000.00	0.00	0.00	0.00%
Total Parks/Recreation		90,000.00	0.00	0.00	0.00%
Total Expenditures		90,000.00	0.00	0.00	0.00%
Net Revenues		0.00	0.00	0.00	0.00%
Net Revenues After Other		0.00	0.00	0.00	0.00%
Financing Sources and Uses					

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

301 - Capital Projects
From 8/1/2025 Through 8/31/2025

		FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Expenditures					
Vehicle Replacement	533				
Vehicle Replacement	66735	90,000.00	0.00	0.00	0.00%
Total Vehicle Replacement		90,000.00	0.00	0.00	0.00%
City Hall Facility Repairs & Upgrades	541				
Repairs and Improvements	66322	20,000.00	0.00	0.00	0.00%
Total City Hall Facility Repairs & Upgrades		20,000.00	0.00	0.00	0.00%
Council Chamber Technology Project	542				
Technology Upgrades	66323	5,000.00	0.00	0.00	0.00%
Total Council Chamber Technology Project		5,000.00	0.00	0.00	0.00%
PD Radio Replacement	543				
PD Radio Replacement	66736	20,000.00	0.00	0.00	0.00%
Total PD Radio Replacement		20,000.00	0.00	0.00	0.00%
Technology Replacement	544				
Technology Replacement	66324	3,000.00	0.00	0.00	0.00%
Total Technology Replacement		3,000.00	0.00	0.00	0.00%
City Hall Sewer Upgrades	545				
City Hall Sewer Upgrades	66426	40,000.00	0.00	0.00	0.00%
Total City Hall Sewer Upgrades		40,000.00	0.00	0.00	0.00%
City Hall Chamber Renovations	546				
City Hall Chamber Renovations	66427	50,000.00	0.00	0.00	0.00%
Total City Hall Chamber Renovations		50,000.00	0.00	0.00	0.00%
City Hall Fence Replacement	547				
City Hall Fence Replacement	66428	20,000.00	0.00	0.00	0.00%
Total City Hall Fence Replacement		20,000.00	0.00	0.00	0.00%
City Hall Parking Lot Improvements	548				
City Hall Parking Lot Impvts	66429	167,446.00	0.00	0.00	0.00%
Total City Hall Parking Lot Improvements		167,446.00	0.00	0.00	0.00%
Adair Stairs Repairs	549				
Adair Stairs Repairs	66430	15,000.00	0.00	0.00	0.00%
Total Adair Stairs Repairs		15,000.00	0.00	0.00	0.00%
Total Expenditures		430,446.00	0.00	0.00	0.00%
Net Revenues		(430,446.00)	0.00	0.00	0.00%
Other Financing Sources and Uses					
Sources					
Vehicle Replacement	533				
Transfers In from GF	82003	90,000.00	0.00	0.00	0.00%
Total Vehicle Replacement		90,000.00	0.00	0.00	0.00%
City Hall Facility Repairs & Upgrades	541				
Transfers In from GF	82003	20,000.00	0.00	0.00	0.00%
Total City Hall Facility Repairs & Upgrades		20,000.00	0.00	0.00	0.00%

City of Del Rey Oaks
Statement of Revenues and Expenditures

301 - Capital Projects
 From 8/1/2025 Through 8/31/2025

		FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Council Chamber Technology Project	542				
Transfers In from GF	82003	5,000.00	0.00	0.00	0.00%
Total Council Chamber Technology Project		5,000.00	0.00	0.00	0.00%
PD Radio Replacement	543				
Transfers In from GF	82003	20,000.00	0.00	0.00	0.00%
Total PD Radio Replacement		20,000.00	0.00	0.00	0.00%
Technology Replacement	544				
Transfers In from GF	82003	3,000.00	0.00	0.00	0.00%
Total Technology Replacement		3,000.00	0.00	0.00	0.00%
City Hall Sewer Upgrades	545				
Transfers In from GF	82003	40,000.00	0.00	0.00	0.00%
Total City Hall Sewer Upgrades		40,000.00	0.00	0.00	0.00%
City Hall Chamber Renovations	546				
Transfers In from GF	82003	50,000.00	0.00	0.00	0.00%
Total City Hall Chamber Renovations		50,000.00	0.00	0.00	0.00%
City Hall Fence Replacement	547				
Transfers In from GF	82003	20,000.00	0.00	0.00	0.00%
Total City Hall Fence Replacement		20,000.00	0.00	0.00	0.00%
City Hall Parking Lot Improvements	548				
Transfers In from GF	82003	167,446.00	0.00	0.00	0.00%
Total City Hall Parking Lot Improvements		167,446.00	0.00	0.00	0.00%
Adair Stairs Repairs	549				
Transfers In from GF	82003	15,000.00	0.00	0.00	0.00%
Total Adair Stairs Repairs		15,000.00	0.00	0.00	0.00%
Total Sources		430,446.00	0.00	0.00	0.00%
Total Other Financing Sources and Uses		430,446.00	0.00	0.00	0.00%
Net Revenues After Other Financing Sources and Uses		0.00	0.00	0.00	0.00%

City of Del Rey Oaks
Statement of Revenues and Expenditures

321 - SBR Engineering Fund
 From 8/1/2025 Through 8/31/2025

		FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Expenditures					
SBR Contract-Engineering & Others	518				
Contract Services - Engineering	63611	423,075.00	0.00	0.00	0.00%
Total SBR Contract-Engineering & Others		423,075.00	0.00	0.00	0.00%
Total Expenditures		423,075.00	0.00	0.00	0.00%
Net Revenues		(423,075.00)	0.00	0.00	0.00%
Net Revenues After Other Financing Sources and Uses		(423,075.00)	0.00	0.00	0.00%

City of Del Rey Oaks
Statement of Revenues and Expenditures - Unposted Transactions Included In Report

331 - FHA Grant Fund
 From 8/1/2025 Through 8/31/2025

		FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Revenue					
Grants					
Non Department Specific	000				
FHWA Grant	47523	543,400.00	0.00	0.00	0.00%
Total Non Department Specific		<u>543,400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Grants		<u>543,400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Revenue		<u><u>543,400.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00%</u></u>
Expenditures					
Rosita Emergency Repairs	539				
Contract Services - Engineering	63611	4,019.19	0.00	0.00	0.00%
Road Construction	66411	<u>48,806.78</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Rosita Emergency Repairs		<u>52,825.97</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Expenditures		<u><u>52,825.97</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00%</u></u>
Net Revenues		490,574.03	0.00	0.00	0.00%
Net Revenues After Other		490,574.03	0.00	0.00	0.00%
Financing Sources and Uses					

City of Del Rey Oaks
Statement of Revenues and Expenditures - Unposted Transactions Included In Report

332 - FEMA & OES
 From 8/1/2025 Through 8/31/2025

		FY 2026 Budget	August 2025 Actual	FY 2026 YTD Actual	Percent Collected/Spent
Expenditures					
City Hall Facility Repairs & Upgrades	541				
Repairs and Improvements	66322	4,853.09	0.00	0.00	0.00%
Total City Hall Facility Repairs & Upgrades		4,853.09	0.00	0.00	0.00%
Total Expenditures		4,853.09	0.00	0.00	0.00%
Net Revenues		(4,853.09)	0.00	0.00	0.00%
Net Revenues After Other		(4,853.09)	0.00	0.00	0.00%
Financing Sources and Uses					



CITY OF DEL REY OAKS

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

DATE: September 23, 2025

TO: Honorable Mayor and City Council

FROM: John Guertin, City Manager

SUBJECT: Approval of Contract with City of Seaside for Street Sweeping Services and Budget Modification

CEQA: Not applicable.

Discussion

The City of Del Rey Oaks has contracted with the City of Seaside for street sweeping services since October 2007. The agreement provided monthly sweeping of City streets and has ensured clean public rights-of-way and improved stormwater quality.

As a matter of best practice, and to ensure the continuation of essential municipal services under updated contract terms, staff recommends approval of a new contract.

The new agreement with the City of Seaside updates and replaces the 2007 contract. Under the agreement, Seaside will provide monthly street sweeping services for a total of six (6) hours per month.

The contract establishes an annual cost of \$12,068.16 for services, which is consistent with the scope of work and the City's operational needs. In the FY 2025-26 Adopted Budget, the City allocated \$10,000 in Fund 210 (Gas Tax) for street sweeping services. To cover the full contract cost, staff is requesting a budget modification of \$2,068.16, increasing Fund 210, Department 311, Account 63510 from \$10,000 to \$12,068.16.

The agreement also includes standard provisions for insurance, indemnification, performance standards, and dispute resolution. Staff has reviewed the contract terms and finds them to be reasonable, consistent with industry standards, and beneficial for the City.

Approval of the proposed agreement with the City of Seaside will ensure continued street sweeping services under updated terms and best practices. The accompanying budget modification will ensure sufficient appropriations to cover the contract cost.

Fiscal Impacts

The annual cost of \$12,068.16 will be funded from Fund 210 (Gas Tax), Department 311 (PW/Streets), Account 63510 (Street Sweeping). The Adopted FY 2025-26 Budget included \$10,000

for this purpose. A budget modification of \$2,068.16 is necessary to fully fund the contract.

Recommendation

It is recommended that the City Council:

1. Approve and authorize the City Manager to execute an Agreement with the City of Seaside for street sweeping services in the amount of \$12,068.16 annually; and
2. Approve a budget modification to increase Fund 210 (Gas Tax), Department 311 (PW/Streets), Account 63510 (Street Sweeping) by \$2,068.16, bringing the total appropriation to \$12,068.16, to fully fund the contract.

Attachments

- Draft Agreement
- Resolution 2025-16

Respectfully submitted,

John Guertin
City Manager

CITY OF DEL REY OAKS AGREEMENT

THIS AGREEMENT (“Agreement”) is executed September 23, 2025, by and between the CITY OF DEL REY OAKS, a municipal corporation (hereinafter “City”), and the CITY OF SEASIDE (hereinafter “Seaside”), 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 Seaside to perform the services required by this Agreement as City does not have the capability to perform such work.

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

WHEREAS Seaside 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.** Seaside agrees to provide to the City, as the scope of services under this Agreement, the following services: Maintain and conduct monthly street sweeping services on all City streets for the total of six (6) hours per month.

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 Seaside agrees to accept as full and fair consideration for the performance of this Agreement \$12,068.16 per year, billed to City quarterly. 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.** Seaside shall submit written invoices to the City. Seaside’s invoices shall include a brief description of the services performed.

3. AGREEMENT TERM

A. **Term.** The work under this Agreement shall commence September 23, 2025.

B. **Timely Work.** Seaside 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. Seaside 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 City department or agency is intended in any manner, and Seaside 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. Seaside 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 Seaside’s performance of services under this Agreement. In connection with this, Seaside shall defend, indemnify and hold the City harmless from all liability, which the City may incur because of Seaside’s failure to pay such taxes.

B. **Not an Agent of the City.** Nothing in this Agreement shall be interpreted to render the City the agent, employer, or partner of Seaside, or the employer of anyone working for or subcontracted by Seaside, and Seaside must not do anything that would result in anyone working for or subcontracted by Seaside being considered an employee of the City. Seaside 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. **Seaside’s Representative.** Seaside appoints the individual named below as its contact person for the purposes of this Agreement.

Name:
Title:
Address:
Telephone:

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

Seaside hereby agrees to the following indemnification clause:

To the fullest extent permitted by law Seaside shall 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 Seaside, anyone directly or indirectly employed by Seaside, or anyone Seaside controls (collectively “Liabilities”). Seaside shall have liability for reasonable and necessary defense costs incurred by persons indemnified to the extent caused by Seaside’s negligence herein and recoverable under applicable law on account of negligence. 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

Seaside shall submit and maintain in full force all insurance as described herein. Without altering or limiting Seaside’s duty to indemnify, Seaside 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 Seaside employs others in the performance of this Agreement, Seaside shall maintain Workers’ Compensation insurance in accordance with California Labor Code section 3700 and with a minimum of \$1,000,000 per occurrence.

D. **Other Insurance Requirements:**

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

iii. Prior to the start of work under this Agreement, Seaside shall file certificates of insurance and endorsements evidencing the coverage required by this Agreement with the City Manager. Seaside 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 number of coverages or the term of coverages.

iv. Neither the insurance requirements hereunder, nor acceptance or approval of Seaside's insurance, nor whether any claims are covered under any insurance, shall in any way modify or change Seaside's obligations under the indemnification clause in this Agreement, which shall continue in full force and effect. Notwithstanding the insurance requirements contained herein, Seaside 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. Seaside warrants that Seaside and Seaside's employees performing services under this Agreement are specially trained and experienced to perform the services described herein.

B. Seaside 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. Seaside 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. Seaside 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.

D. Seaside 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 Seaside to review the quality of work and resolve the matters of concern.

9. CITY INFORMATION AND RESOURCES

A. **City Resources.** The City acknowledges that Seaside'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 Seaside. To the extent that the City fails to provide City resources, Seaside 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 Seaside be entitled to extra compensation for same.

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

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 Seaside under this Agreement (collectively, "the Materials") are and shall remain the property of the City even though Seaside or another party may have physical possession of them or a portion thereof. Seaside hereby waives, in favor of the City, any moral rights Seaside, its employees, vendors, successors or assignees may have in the Materials. Seaside 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 Seaside 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 Seaside requesting delivery by Seaside to the City of all or any part of the Materials in which event Seaside 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 Seaside 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 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 Seaside 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 Seaside 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, Seaside is in default of its obligations contained in this Agreement if Seaside:

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

13. LEGAL ACTION / VENUE

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

14. MISCELLANEOUS PROVISIONS

A. **Non-discrimination.** During the performance of this Agreement, Seaside 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 Seaside'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 Seaside 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 Seaside 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 Seaside expressly reserve the right to enter into agreements with other providers 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.** Seaside 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: None

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

John Guertin,
City Manager

RESOLUTION NO. 2025-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS APPROVING A CONTRACT WITH THE CITY OF SEASIDE FOR STREET SWEEPING SERVICES AND APPROVING A BUDGET MODIFICATION IN FUND 210 (GAS TAX) FOR FISCAL YEAR 2025-26

WHEREAS, the City of Del Rey Oaks has contracted with the City of Seaside for street sweeping services since October 2007; and

WHEREAS, the City Council finds it to be in the public interest to continue to provide street sweeping services under an updated contract with the City of Seaside; and

WHEREAS, the cost of the new contract is \$12,068.16 annually; and

WHEREAS, the City Council adopted the FY 2025-26 Budget, which includes an appropriation of \$10,000 in Fund 210 (Gas Tax), Department 311 (PW/Streets), Account 63510 (Street Sweeping) for street sweeping services; and

WHEREAS, in order to fully fund the contract cost, a budget modification in the amount of \$2,068.16 is required, increasing the appropriation in Fund 210, Department 311, Account 63510 to \$12,068.16.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Del Rey Oaks does hereby:

1. Approve and authorize the City Manager to execute the Professional Services Agreement with the City of Seaside for street sweeping services in the amount of \$12,068.16 annually; and
2. Approve a budget modification in the amount of \$2,068.16 to Fund 210 (Gas Tax), Department 311 (Streets), Account 63510 (Contractual Services), increasing the total appropriation to \$12,068.16.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DEL REY OAKS, this 23rd day of September, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Scott Donaldson, Mayor

Karen Minami, City Clerk



CITY OF DEL REY OAKS

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

DATE: September 23, 2025

TO: Honorable Mayor and City Council

FROM: John Guertin, City Manager

SUBJECT: Budget Amendments to Appropriate Regional Surface Transportation Program (RSTP) Funds and Adjust SB1 Allocation for the Work Avenue Drainage Improvements Project

CEQA: Staff has determined this project to be Class 1 categorically exempt per Section 15301 of the CEQA Guidelines.

Discussion

In March 2023, the Transportation Agency for Monterey County (TAMC) approved the allocation of Regional Surface Transportation Program (RSTP) fair-share funding for the City of Del Rey Oaks. The City executed the TAMC Master Funding Agreement, which provides for \$67,601.20 in RSTP funds.

Separately, the City Council previously approved the Work Avenue Drainage Improvements Project to address storm water drainage concerns at the intersection of Saucito Road and Work Avenue. This project includes the installation of a new drainage inlet, pipes, curb, and gutter, and ties into the drainage infrastructure being constructed as part of the adjacent Fort Ord Regional Trail and Greenway (FORTAG) project.

When the contract was awarded to Graniterock, the adopted FY 2025-26 budget included \$40,000 from SB1 (Fund 211) for this project. With the confirmed availability of RSTP funds, staff recommends amending the budget to appropriate the RSTP allocation and reduce the use of SB1 funding, leaving only \$13,548.80 from Fund 211 for this project. This adjustment ensures that SB1 funds remain available for other future transportation and roadway priorities while still fully funding the Work Avenue Drainage Improvements Project.

Fiscal Impacts

- **RSTP Funds (new appropriation):** \$67,601.20
- **SB1 Funds (Fund 211, adjusted):** \$13,548.80 (reduced from \$40,000)

- **Total Project Funding:** \$81,150

Recommendation

It is recommended that the City Council:

1. Authorize a budget amendment to appropriate \$67,601.20 in Regional Surface Transportation Program (RSTP) funds for the Work Avenue Drainage Improvements Project.
2. Approve a budget reduction of \$26,451.20 from the \$40,000 previously budgeted in SB1 (Fund 211), leaving \$13,548.80 in SB1 funds allocated to the project.

Attachments

- Agenda Item for Agreement with Graniterock
- Agenda Item for TAMC RSTP Funding Agreement

Respectfully submitted,

John Guertin
City Manager



CITY OF DEL REY OAKS

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

DATE: June 24, 2025

TO: Honorable Mayor and City Council

FROM: John Guertin, City Manager

SUBJECT: Award Contract and Authorize the City Manager to Sign Agreement with Graniterock in the amount of \$81,150 for the Work Ave Drainage Improvements Project

CEQA: Staff has determined this project to be Class 1 categorically exempt per Section 15301 of the CEQA Guidelines.

Discussion

Graniterock, under contract with the Transportation Agency of Monterey County (TAMC), is currently constructing the Fort Ord Regional Trail and Greenway (FORTAG) project throughout the city. A section of the project, along Carlton Way at the intersection of Work Avenue, includes significant drainage improvements that include the installation of new storm drains and pipes. This work is currently underway.

The City Public Works department, in consultation with the City's contract Civil Engineer, have identified a storm water drainage concern at the intersection of Saucito Road and Work Avenue. Staff has identified the need to install a new drainage inlet and pipes as well as curb and gutter. The project is adjacent to the FORTAG project and would tie into the drainage infrastructure currently being installed.

As the Work Avenue project is outside of the grant-approved project boundaries of the FORTAG project, the City was unable to utilize the TAMC contract for the additional work. To take advantage of the timing and economies of scale for our small project, staff is recommending approval of the proposed contract on a sole-source basis.

Fiscal Impacts

The not-to-exceed amount of the contract is \$81,150. The FY 2024-25 adopted budget included \$40,000 in SB1 funds for the Saucito/Work Gutter and Curb project. Staff recommend utilizing additional SB1 Fund Balance to cover the additional \$41,150 needed for the project. This will reduce the FY 25-26 estimated fund balance from \$53,831 to \$12,681.

Recommendation

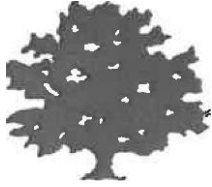
Approve award of a sole-source agreement with Graniterock for \$81,150 for the Work Ave Drainage Improvements Project. Authorize the additional allocation of \$41,150 from Fund 211 – SB1.

Attachments

- Agreement with Graniterock

Respectfully submitted,

John Guertin
City Manager



CITY OF DEL REY OAKS

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

DATE: April 25, 2023

TO: Honorable Mayor and City Council

FROM: John Guertin, City Manager

SUBJECT: Approve Master Funding Agreement Between Transportation Agency for Monterey County (TAMC) and City for Allocation of Funding Approved by TAMC Board

CEQA: Not a Project under CEQA per Article 20, Section 15378 and General Rule Article 5 Section 15061.

Recommendation

Adopt a resolution of the City of Del Rey Oaks (enclosure 1) approving the TAMC Master State & Federal Funding Agreement and authorize the City Manager to sign it.

Discussion

In March, the TAMC Board of Directors approved a fund estimate for the Regional Surface Transportation Program (RSTP) that included funding for both fair-share and competitive grants. In order to claim reimbursement for this funding (and other State and Federal sources that pass through TAMC), the attached Master State & Federal Funding Agreement must be executed. This agreement replaces the previous master funding agreement, which has expired, and includes a three-year term.

An agreement with TAMC is required to receive RSTP and other State and Federal funds that pass through TAMC.

Fiscal Impacts

Approval of this agreement will allow the City to receive \$67,601.20 in fare share RSTP funds, apply for competitive RSTP funds and potentially receive other State and Federal funds that pass through TAMC.

Attachments

- Resolution No.2023-05
- Master Funding Agreement

Respectfully submitted,

John Guertin
City Manager

**A RESOLUTION APPROVING AGREEMENT BETWEEN THE
TRANSPORTATION AGENCY FOR MONTEREY COUNTY AND THE
CITY OF DEL REY OAKS FOR THE ALLOCATION OF FUNDING
APPROVED BY THE TRANSPORTATION AGENCY BOARD OF
DIRECTORS**

WHEREAS, the Transportation Agency for Monterey County (TAM()) is the state-designated Regional Transportation Planning Agency for Monterey County; and

WHEREAS, as authorized by section 182.G(g) of the Streets and Highways Code, the TAMC has entered into a separate agreement with the State of California, through the Department of Transportation (Caltrans), to assign a defined portion of its annual Regional Surface Transportation Program (RSTP) apportionment to Caltrans in exchange for state funds for specified fiscal year(s); and

WHEREAS, TAMC is authorized to use these exchanged funds (hereinafter RSTP Exchange Funds) to assist local agencies to promote projects which otherwise qualify for RSTP funds; and

WHEREAS, as authorized by Chapter 2, Title 21, Rule 6640 of the Transportation Development Act, one of the duties of the TAMC is to administer the provisions of the Transportation Development Act in apportioning Local Transportation Funds (LTF) for the Transportation Development Act 2% (TDA 2%) program for bicycle and pedestrian projects pursuant to Article 3 of that law, and to the Cities, County, and Monterey-Salinas Transit; and

WHEREAS, as authorized by the Joint Powers Agreement for the Monterey County Regional Development Impact Fee Agency, TAMC is designated to administer and allocate regional development impact fee revenues (RDIF) to projects identified in the approved Strategic Expenditure Plan; and

WHEREAS, the TAMC Board has approved the allocation of funds as listed in Exhibit A of the agreement at Attachment 1; and

WHEREAS, it is contemplated by TAMC and the City of Del Rey Oaks that the amount of funding may change from time to time; and

WHEREAS, approval of this agreement will allow the City to receive fair share RSTP funds, apply for competitive RSTP funds and potentially receive other State and Federal funds that pass through TAMC.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Del Rey Oaks does hereby agree to enter into the Agreement between the Transportation Agency for Monterey County and the City of Del Rey Oaks for the Allocation of Funding Approved by the Transportation Agency Board of Directors and authorizes the City Manager to sign said agreement.

PASSED AND ADOPTED by the City Council of the City of Del Rey Oaks at a regular meeting duly held on April 25, 2023, by the following vote:

AYES: Council Members Shirley, Hallock, Uy, Ragsdale-Cronin and Mayor Donaldson
NOES: None

ABSENT: None
ABSTAIN: None

APPROVED:

Scott Donaldson, Mayor

ATTEST:

John Guertin, City Clerk

**AGREEMENT BETWEEN THE
TRANSPORTATION AGENCY FOR MONTEREY COUNTY
AND THE CITY OF DEL REY OAKS
FOR THE ALLOCATION OF FUNDING APPROVED BY
THE TRANSPORTATION AGENCY BOARD OF DIRECTORS**

This agreement is made on _____ by and between the City of Del Rey Oaks, a public body, hereinafter referred to as "Recipient," and the Transportation Agency for Monterey County, hereinafter referred to as "TAMC."

WHEREAS, TAMC is the state-designated Regional Transportation Planning Agency for Monterey County; and

WHEREAS, as authorized by section 182.6(g) of the Streets and Highways Code, TAMC has entered into a separate agreement with the State of California, through the Department of Transportation (Caltrans), to assign a defined portion of its annual federal Surface Transportation Block Grant Program (STBGP) apportionment to Caltrans in exchange for state funds for specified fiscal year(s); and

WHEREAS, TAMC is authorized to use these exchanged funds (hereinafter referred to as "RSTP Exchange Funds") to assist local agencies to promote projects which otherwise qualify for STBGP funds; and

WHEREAS, as authorized by Chapter 2, Title 21, Rule 6640 of the Transportation Development Act, one of the duties of TAMC is to administer the provisions of the Transportation Development Act in apportioning Local Transportation Funds (LTF) for the Transportation Development Act 2% (TDA 2%) program for bicycle and pedestrian projects pursuant to Article 3 of that law, and to the Cities, County, and Monterey-Salinas Transit;

WHEREAS, as authorized by the Joint Powers Agreement for the Monterey County Regional Development Impact Fee Agency, TAMC is designated to administer and allocate regional development impact fee revenues (RDIF) to projects identified in the approved Strategic Expenditure Plan; and

WHEREAS, the TAMC Board of Directors has approved the allocation of funds toward the projects listed in Exhibit A; and

WHEREAS, it is contemplated by TAMC and the Recipient that the amount of funding and the projects designated in Exhibit A may change from time to time as set forth below; and

WHEREAS, TAMC has requested the Monterey County Auditor-Controller to establish a separate fund for the Federal Apportionment Exchange Program and such a separate fund has been established.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, **THE PARTIES** HERETO AGREE AS FOLLOWS:

1. RULES FOR RSTP EXCHANGE FUNDS

- A. TAMC agrees to allocate RSTP Exchange Funds paid by Caltrans under the Federal Apportionment Exchange Program only for projects as authorized under sections 133(b) and 133 (c) of Title 23, United States Code and Article XIX of the California State Constitution.
- B. The Recipient agrees to use RSTP Exchange Funds only for the RSTP Exchange eligible project(s) described in Exhibit A, as approved by the TAMC Board of Directors, for the amounts awarded for each project.

2. RULES FOR TDA 2%

- A. TAMC agrees to allocate TOA 2% funds under the Transportation Development Act only for projects as authorized under the Transportation Development Act Section 99234 Claims for Pedestrian and Bicycle Facilities.
- B. The Recipient agrees to use TDA 2% funds only for TDA 2% eligible project(s) described in Exhibit A, as approved by the TAMC Board of Directors, for the amounts awarded for each project.

3. RULES FOR RDIF

- A. TAMC agrees to allocate RDIF funds under the Joint Powers Agreement only for projects as authorized by the TAMC Board of Directors in the approved Strategic Expenditure Plan.
- B. The Recipient agrees to use RDIF funds only for RDIF eligible project(s) described in Exhibit A, as approved by the TAMC Board of Directors, for the amounts awarded for each project.

4. ADMINISTRATIVE POLICIES

- A. The projects described in Exhibit A, and the amounts allocated therefore, may be amended from time to time without changing the rest of this Master Agreement, by means of approval by the TAMC Board of Directors of a revised Exhibit A, which shall be designated by a date and number (e.g., "Exhibit A-1 (DATE)").
- B. The Recipient agrees to submit an annual report to TAMC by April 30 describing the progress towards completion for all projects listed in Exhibit A.
- C. The Recipient agrees to mention TAMC's role in funding the project in any press releases or media events held by the Recipient to promote a funded project.
- D. TAMC agrees to reimburse the Recipient within 30 days of receipt of a completed claim form (Exhibit B) from the Recipient.
- E. The Recipient agrees to cause the completion of the project(s) within three years from the date funds were awarded by the TAMC Board of Directors, as recorded in Exhibit A. Failure to complete the project(s) in a timely basis shall allow TAMC to refuse reimbursement and to reprogram such funds for other purposes.

5. COST PRINCIPLES

- A. Recipient agrees to comply with Office of Management and Budget Circular A-87, Cost Principles for State and Local Government, and 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements.
- B. Recipient agrees to:
 - (a) use Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., to determine the allowability of individual project cost items; and
 - (b) comply with Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements, Costs Principles and Audit Requirement s.

Every sub-recipient receiving funds as a contractor or sub-contractor under this AGREEMENT shall comply with Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements, Costs Principles and Audit Requirements.

6. THIRD PARTY CONTRACTING

- A. Recipient shall not award a construction contract over \$10,000 or other contracts over \$25,000 on the basis of a noncompetitive negotiation for work to be performed using Funds without the prior written approval of Caltrans. This provision shall not apply to professional service contracts of the type which are required to be procured in accordance with Government Code Sections 4525 (d), (e), and (f).
- B. Recipient agrees that travel and per diem reimbursements and third-party contract reimbursements to subcontractors will be allowable as project costs only after those costs are incurred and paid for by the subcontractors and only if consistent with Paragraph 10, below.
- C. In addition to the above, the pre-award requirements of third party contractor/consultants with Recipient shall be consistent with Local Program Procedures as published by Caltrans.

7. ACCOUNTING SYSTEM

Recipient, its contractors and subcontractors, shall establish and maintain an accounting system and records that properly accumulate and segregate expenditures by line item. The accounting system of Recipient, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment claims.

8. RIGHT TO AUDIT

For the purpose of determining compliance with Public Contract Code 10115, et seq. and Title 21, California Code of Regulations, Chapter 21, Section 2500 et seq., when applicable and other matters connected with the performance of the Agreement pursuant to Government Code 8546.7, Recipient shall maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of the Agreement, including but not limited to, the costs of administering the Agreement. All parties shall make such materials available at their respective offices at all reasonable times during the Agreement period and for three years from the date of final payment under the Agreement. The state, State Auditor, TAMC, FHWA, or any duly authorized representative of the Federal Government shall have access to any books, records, and documents of Consultant and its certified public accountants (CPA) work papers that are pertinent to the Agreement and indirect cost rates (ICR) for audit, examinations, excerpts, and transactions, and copies thereof shall be furnished if requested. Subcontracts in excess of \$25,000 shall contain this provision.

9. TRAVEL AND SUBSISTENCE

Payments to Recipient for travel and subsistence expenses of Recipient forces and/or its contractors or subcontractors, claimed for reimbursement or applied as local match credit, shall not exceed rates authorized to be paid exempt non-represented State employees under current State Department of Personnel Administration (DPA) rules. If the rates invoiced are in excess of those authorized DPA rates, then Recipient is responsible for the cost difference and any overpayments shall be reimbursed to the TAMC on demand.

10. PROJECT COMPLETION

Recipient agrees to provide to the TAMC a short report summarizing total project costs and milestones, including before and after photos of the project, for each project within sixty (60) days of completion.

11. GOVERNING LAWS

This Agreement shall be construed and enforced according to the laws of the State of California, and the parties hereby agree that the County of Monterey shall be the proper venue for any dispute arising hereunder.

12. CONFLICT OF INTEREST

Recipient warrants that it presently has no interest and shall not acquire any interest during the term of this Agreement, which would directly or indirectly conflict in any manner or to any degree with its full and complete performance of all services under this Agreement.

13. CONSTRUCTION OF AGREEMENT

,The parties agree that each party has fully participated in the review and revision of this Agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement or any exhibit or amendment. To that end, it is understood and agreed that this Agreement has been arrived at through negotiation, and that neither party is to be deemed the party which prepared this Agreement within the meaning of Civil Code Section 1654. Section and paragraph headings appearing herein are for convenience only and shall not be used to interpret the terms of this Agreement.

14. WAIVER

Any waiver of any term or condition hereof must be in writing. No such waiver shall be construed as a waiver of any other term or condition herein.

15. SUCCESSORS AND ASSIGNS

This Agreement and all rights, privileges, duties and obligations hereunder, to the extent assignable or delegable, shall be binding upon and inure to the benefit of the parties and their respective successors, permitted assigns and heirs.

16. TIME IS OF THE ESSENCE

The parties mutually acknowledge and agree that time is of the essence with respect to every provision hereof in which time is an element. No extension of time for performance of any obligation or act shall be deemed an extension of time for performance of any other obligation or act, nor shall any such extension create a precedent for any further or future extension.

17. EXECUTION OF AGREEMENT

Any individual executing this Agreement on behalf of an entity represents and warrants that he or she has the requisite authority to enter into this Agreement on behalf of such entity and to bind the entity to the terms and conditions hereof. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement.

18. ENTIRE AGREEMENT

This document, including all exhibits hereto, constitutes the entire agreement between the parties, and supersedes any and all prior written or oral negotiations and representations between the parties concerning all matters relating to the subject of this Agreement.

19. TERMINATION DATE

This Agreement shall remain in effect for a period of three (3) years from the date of this Agreement.

IN WITNESS WHEREOF, TAMC and Recipient execute this Agreement as follows:

TRANSPORTATION AGENCY FOR MONTEREY COUNTY

Todd Muck
Executive Director

Date

Recipient:
CITY OF DEL REY OAKS

John Guertin, City Manager

Date

Approved as to Form:

Robert Brayer
TAMC Counsel

Date


City Attorney
City of Del Rey Oaks

Date

Transportation Agency for Monterey County
Master State and Federal Funding Agreement
Exhibit A

Agency	Board Approval Date	Fund	Expiration Date	Type	Cf. of Del. Re. Oaks	Active Projects	Budget	Paid	Balance Outstanding
Del. Rev. Oaks	3/22/2023		3/21/2026	RSTP Fair Share	Uncirculated balance		67,601.20 \$		\$ 67,601.20

Last Revised: 3/22/2023

Approved by: 
Todd Mud, Executive Director



CITY OF DEL REY OAKS

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

DATE: September 23, 2025
TO: Honorable Mayor and City Council
FROM: John Guertin, City Manager
SUBJECT: Direction Regarding Development of a Memorial Bench Policy
CEQA: Not applicable.

Discussion

The City periodically receives requests from residents and community members to donate and install memorial benches in honor of family members, friends, or other individuals. While these requests demonstrate strong community engagement, the City currently does not have a formal policy to guide how such requests are processed, how locations are determined, or how costs are assigned.

To ensure fairness, transparency, and consistency, staff recommends the City Council provide direction on the development of a Memorial Bench Policy. Such a policy would establish clear guidelines for:

Application Process

- Establishing a formal application form and submittal procedure.
- Outlining eligibility (e.g., residents, individuals with community ties).
- Setting review and approval authority (e.g., Parks & Recreation Committee, City Manager, or City Council).

Bench Location and Placement Strategies

- Identifying preferred areas such as parks, trails, open space, and civic facilities.
- Providing criteria to avoid over-concentration in a single location.
- Ensuring benches are consistent with park design standards and do not impede accessibility or public use.

Cost Recovery and Fees

- Requiring applicants to cover costs of bench purchase, installation, plaque, and future maintenance.

- Establishing a standard fee schedule (e.g., a fixed fee or actual cost recovery plus administrative overhead).
- Considering an option for “term-limited” dedications (e.g., 10–20 years) to allow turnover and ongoing availability of sites.

Staff has reviewed policies from comparable jurisdictions and found that many cities implement a full cost recovery model, with the City responsible only for installation oversight and long-term maintenance. Most policies also provide standard plaque sizes and wording limitations to ensure consistency.

At this time, staff seeks City Council direction on preferred approaches to each of the above elements so that a draft policy may be prepared and returned for formal consideration at a future meeting.

Fiscal Impacts

There are no immediate fiscal impacts associated with this item. Adoption of a policy may result in the establishment of fees to recover costs for memorial benches, ensuring that City funds are not used for private dedications. As an example, Pacific Grove’s current Master Fee Schedule shows the following fees:

- Memorial Bench Installation Fee: \$632
- Memorial Bench Materials: Actual Cost
- Memorial Bench 5 Year Term Maintenance Fee: \$759

Recommendation

Staff recommends that the City Council provide direction regarding the development of a Memorial Bench Policy, including:

- Guidelines for application and approval processes;
- Criteria for location and placement of benches; and
- Cost recovery structure and fees.

Following Council direction, staff will prepare a draft policy for review and adoption.

Attachments

- Memorial Bench Policy Options Matrix
- City of Pacific Grove Memorial Bench Policy

Respectfully submitted,

John Guertin
City Manager

Memorial Bench Policy Options Matrix

Policy Element	Pacific Grove Example	Regional/Typical Practices	Potential Del Rey Oaks Options
Application Process	Formal permit required; five-year term; waiting list maintained by Public Works.	Many cities require an application form, eligibility criteria, and approval by Parks staff or City Manager (not City Council).	Create an application form; allow staff-level approval; establish a waiting list when sites are full.
Bench Location Assignment	Locations offered only when existing benches replaced or new sites identified by staff. No Council review/appeal.	Some cities allow donors to suggest preferred parks, but final assignment is staff's decision.	Adopt staff-level placement authority, with published list of available sites; avoid over-concentration.
Term of Use / Permit Renewal	Five-year permit; renewable every five years with additional fee.	Terms vary: 10–20 years common; some offer “lifetime” dedications.	Consider five-year renewable permits (align with PG) OR offer 10–15 year terms for flexibility.
Fees & Cost Recovery	Fees set in Master Fee Schedule; updated annually; covers purchase, installation, and staff oversight.	Most cities charge full cost recovery plus admin overhead (\$2,500–\$5,000 typical for bench + plaque).	Establish fee schedule; ensure 100% cost recovery; option for additional endowment/maintenance fee.
Maintenance Responsibilities	City ensures structural condition; permittee responsible for cosmetic upkeep; painting prohibited.	Many cities assign full maintenance to City, funded through fees. Some split responsibilities.	Consider shared model: City handles safety/structural issues; permittee responsible for cosmetic upkeep.

Policy Element	Pacific Grove Example	Regional/Typical Practices	Potential Del Rey Oaks Options
Plaques / Inscriptions	Standardized plaques with limited wording; must be approved by staff.	Typically require uniform size, material, and message content restrictions.	Establish standard plaque design, size, and approval process to maintain consistency.
Transferability	Rights may be transferred within family if plaque remains the same.	Often non-transferable; some allow family transfers.	Allow family transfers with unchanged inscription.
Removal / Relocation	City may remove benches at its discretion (safety, public use needs) with no refund.	Common provision; protects City control.	Include removal clause for safety, accessibility, or redesign needs.
Use of Vendors	City may contract with outside vendors for ordering, engraving, installation.	Common in many cities.	Allow City to contract vendors as needed to reduce workload.

City of Pacific Grove, California City Council Policy

Policy Governing	Policy No.	Effective Date	Page
City Bench Naming Rights Policy	100-7		Page 1 of 3

PURPOSE Throughout the City, there are benches that have been permitted to various persons on City property. These benches are installed for various reasons, such as memorials to deceased family members, to commemorate charitable organization, and to otherwise recognize persons and entities. The fees associated with the City Bench Program are for naming rights. Unless the bench requires extraordinary repairs, the bench maintenance is the responsibility of the permittee.

POLICY:

- 1 Public Works staff shall generate and maintain an inventory of existing benches.

- 2 If new bench locations are identified by the Public Works Department, then the locations shall be offered to person(s) on the bench waiting list maintained by the Public Works Department, in the chronological order of requests made.

Effective upon the adoption of this policy, the following policy shall be followed with respect to existing as well as new benches placed in the City:

- (a) Person(s) on the list waiting for a bench location shall be contacted only in the case of replacement of an existing bench in an existing location or if a new location becomes available
- (b) The costs associated with the bench program shall be adopted annually in the City's fee schedule;
- (c) Benches are a "permitted" activity in the City, and bench location holders shall be required to obtain a permit to continue their holding of the bench location. The permit is valid for five (5) years, and the initial permit fee shall be set by resolution by the City Council in its master fee schedule. At the end of five years, and every five (5) years thereafter, all bench location holders/owners will be contacted, and a renewal fee as established in the master fee schedule will be due and payable. For this naming rights fee, City staff will ensure the bench's structural condition is in good condition as determined by the Public Works Director or their designee--wood slats, metal supports, and associated hardware. Any cosmetic maintenance (e.g., cleaning) or any improvements will be/remain the responsibility of the bench location holder who has the naming right for the bench. Cosmetic maintenance may include stains or varnishes but painting of the benches will not be allowed. Treatments must maintain a wood appearance. Any deviation request from typical staining or varnishing must be approved by the Public Works Director or their designee.

(d) If a current bench location holder/permittee should not obtain or renew the permit with the City, the City will offer the naming rights of the bench location to the next person on the list of persons waiting for a bench location. Prior to relinquishment, the City will make every attempt to contact the permittee. Notifications will occur by email, Postal Service mail, noticed in the newspaper, by telephone and if required a physical posting on the bench. Reasonable attempts will be made to contact all noted parties associated with the bench. Bench rights may be transferred amongst family members if the language on the bench remains the same through the duration of the current permit.

(e) The City Council will not consider bench placement requests, nor entertain appeals of bench placement decisions of the Department. Should the City, at any time, not be able to provide the services for ordering, engraving, installing, etc., any bench, the City reserves the right to contract with outside vendors for such services.

(f) Notwithstanding the terms set forth in any permit issued pursuant to this policy, if, in the sole discretion of the Director of Public Works, a bench must be removed in the interests of public health, safety or welfare, the bench may be removed, and the bench location holder shall not be entitled to any refund of permit fees or any other expenses associated with the installation.

Adopted:

December 18, 2002, Resolution 2-064

December 18, 2019, Resolution 19-029

Kim Shirley's Council Report for Tuesday, September 23, 2025

Friday, August 22nd- ReGen Monterey Board Meeting- It was nice to be back at the ReGen board this month after missing last month's meeting due to my knee surgery. After passing the consent agenda, the next big item was a presentation on the sitewide signage program. I'm just so grateful for our excellent communications team. Updating and reviewing our signage is a big task, yet it's so important not only for the safety of our employees but also for the safety of our customers, too. In our packet, they had examples of some of the signs that were found on our campus, and frankly, they were embarrassing! They were dirty, not descriptive, and some were handwritten! So this team documented all 93 signs and then came up with 109 signs that improve navigation and information delivery. Of course, they're all color-coded and include the colors of our rebranding. They are still working through this project, so we'll expect another presentation at a later date. Thankfully, they have already put up some of the signs, so if you make your way out to the landfill, you'll already see the evidence of their work.

Our one discussion item for the meeting was approving the franchise collection planning agreement with HF&H, along with a public opinion survey that will be used in this 5-year planning cycle. Del Rey Oaks is just one of 7 cities that will be benefiting from this collaborative effort as the ReGen TAC and HF&H work on collecting data and deciding to either move forward with an RFP process (selecting a new trash hauler) or extending our contract with GreenWaste. This MOU works out to be about \$76,374 for each jurisdiction, spread out over the next 5 years. This takes the work off of our city staff and firmly puts it in the hands of the experts, allowing them to get us the best contract possible.

The next items were informational, where we received an update on our compost facility improvement. Next month, we'll be approving the contractor who will be building out the new covered aerated static pile system (CASP). We also received a safety report, which included the work they're doing to train employees for greater safety standards. Lastly, we talked about a notice of violation ReGen received from the Monterey Bay Air Resources District. This was unfortunate, but as we increase our technology at our landfill, we'll hopefully have these violations be a thing of the past.

The final portion of our meeting was a field trip out to the new scale house for a ribbon cutting (my first time using big scissors...they were amazing!). This was a project ReGen completed in-house at a much lower cost than what was originally bid. It provides lots of workstations for our employees and will be a nice change for everyone—customers included!

Tuesday, August 26th- City Council Meeting- After public comment, where Kristin Clark announced the City Wide picnic on October 4th, we began our meeting with a

proclamation for “Garage Sale” George Jaksha for his 34 years of service on the Planning Commission. It truly is a commendable length of time to have spent in public service. His love of Del Rey Oaks (and dad jokes) always shines through, so it was nice to acknowledge him and his dedication to the city.

After passing the consent agenda, we moved on to new business, where we approved new budget software (ClearGov) that will make creating the budget much easier for the staff and will create budget reports that are much more accessible to the public (imagine colored graphs and lots of descriptions). Everyone was enthusiastic for this upgrade. I’m hoping it also provides some colorful graphs for our monthly financial reports, but that remains to be seen. Regardless, I’m happy we’ll have a yearly budget report that can easily be read by the public and council members.

Our last item was approving a memorandum of understanding with ReGen Monterey for our participation in the waste hauler franchise agreement that we’ll be preparing for in 2030 (see my description of this in my ReGen report). This agreement will cost us up to \$76,374 spread out over the next 4.5 years. This will allow HF&H to gather feedback from our residents about their thoughts on our waste hauler. At the end of the period, in collaboration with the other local jurisdictions, we’ll decide to either go out for an RFP (request for proposals) to decide on a new waste hauler, or we’ll extend the contract for Green Waste. Overall, this is a big task that really should be left to the people who are experts in this industry, so I’m grateful our city is choosing to take part in this collaboration, as it relieves our staff from this burden.

Lastly, in City Manager Guertin’s report, he shared that we received official recognition from HCD (State Housing and Community Development) that our 6th Cycle Housing Element has been confirmed. Now we have the big task of implementing all of the items we said we would, so I’m looking forward to the work. He also announced that the City will be holding an Open House on Saturday, September 6th, from 11-2 pm.

One thing I’d like to add about this meeting is that I was disappointed the topic of strategic planning was not on the agenda. As you may remember, I tried to have this conversation with the other council members in June, asking them if they felt strategic planning was a valuable task, after all, we budget for it every year, but have not done it in over 3 years. I was asked to stop the discussion because it was not specifically on the agenda (our budget was the agenda item). I then asked for it to be placed on a future agenda. I guess this meeting was not it, we’ll see if we see it next month. Stay tuned!

Wednesday, September 3rd- Seaside Groundwater Basin Watermaster Meeting- It’s been several months since this board has met, so it was good to gather for some updates. After passing the consent agenda, the first item was a report from Director Tim O’Halloran, representing California American Water, on their progress in satisfying California Coastal Commission conditions for their desalination project. The big item that they’ve been

working on is reengineering M1W's outfall pipe so that it will allow them to discharge the brine. They've now submitted their request to the state for a permit for this discharge. They expect to hear back in Spring, which, at that time, they'll also have to get final approval from M1W. Overall, the message was that they would have all conditions met in Spring 2026. In addition, I asked about their timeline for the actual desalination plant, which is outside of the coastal zone, and is planned for the parcel next to ReGen Monterey in Marina. Tim said that they were doing some environmental review, and they expected to be moving dirt by November.

Our new business was reviewing the draft version of the updated seawater intrusion response plan (SIRP). This plan was reviewed in the Technical Advisory Committee last month. Unfortunately, I had COVID and couldn't attend, but I did ask that the meeting be recorded so I could view it later. I'm grateful I did because that gave me the foundational knowledge I needed to hear the presentation again and to help guide the conversation. Basically, our SIRP will be using several chemical indicators that, when collective benchmarks are met, will trigger the Wastewatermaster to declare that our basin is seawater intruded. Once we reach that point, we'll need to greatly reduce pumping and maybe move our wells into parts of the aquifer that are not contaminated with seawater. Thankfully, this SIRP creates a "part 1" plan that uses modeling to predict where we might have wells that will become seawater intruded and does some planning around where we can redistribute our pumping. Part 1 is expensive (around \$80,000) and can't be done until our modeling is done, but I think it's smart to get this big picture, worst-case-scenario planning done before actually declaring seawater intrusion. In terms of edits, my requests all centered around clarifying the verbiage in sections. If there's any time where the Watermaster needs absolute clarity, and that's if/when we need to declare our basin intruded with seawater, and the actions that will come as a result. Our board is interested in seeing the final draft, with these edits, hopefully at our next board meeting in October.

One of the last items was reviewing the steps for hiring and appointing a recruitment committee for our administrative officer, who is retiring at the end of December. Chair Oglesby appointed Vice Chair Mary Ann Carbone and me to this committee.

Monday, September 8th- Monterey Salinas Transit Administrative Performance Committee- This is the meeting where we hear updates, and today we learned that our ridership is up, as it has continued to be since the Better Bus Network was implemented. Salinas is even seeing higher numbers of riders than during pre-COVID times. The other exciting news is that there is a higher percentage of people using "tap to ride" (using a phone or credit card to tap to pay) compared to people using monthly passes. During this meeting, we also received the state and federal updates. Lastly, we received a presentation on the unaudited fiscal year 2025 year-end results, which show a surplus.

Monday, September 8th- Monterey-Salinas Transit Board Meeting- Please see the MST board highlights in our agenda packet.

Mayor Donaldson Report

Below is a summary of board meetings I attended:

Transportation Agency for Monterey County (TAMC)



August 27, 2025

California Transportation Commission Chair Grisby Presents \$90.6 Million Ceremonial Check for Highway 156 Castroville Boulevard Interchange Project



In what can only be described as a defining moment for the start of a long-anticipated project, California Transportation Commission Chair Darnell Grisby, presented a ceremonial check representing the \$90.6 million in Senate Bill 1 funding awarded to the State Route 156 Castroville Boulevard Interchange Project.

The \$90.6 million awarded by the Transportation Commission in June 2025 is a combination of \$80.3 million from the Trade Corridor Enhancement Program and \$10.3 million from the Local Partnership Program. Along with Measure X and other funds committed to the project, the \$136 million project is now fully funded and on track to begin construction in 2026.

The State Route 156 Castroville Boulevard Interchange project is one of the regional safety and mobility projects listed in Measure X and approved by Monterey County voters in 2016. The Transportation Agency has successfully leveraged Measure X to secure funding for the project, which will provide safety improvements by removing the existing signalized intersection, constructing a new roundabout interchange to separate traffic movements, and improving the connection between the Castroville bike and pedestrian bridge and the existing pathway for students traveling to North Monterey County high school.

TAMC Board Approves \$11 Million for Competitive Grant Program of Projects

The TAMC Board of Directors approved \$11.407 million of Regional Surface Transportation Program (RSTP) funds to the Mid-Cycle Competitive Grant Program of Projects.

The Mid-Cycle Competitive Grant Program establishes a new, one-time funding opportunity prior to the 2026 Competitive Grant Program with the objective of expediting the disbursement of available RSTP funds. The unprogrammed RSTP funds were generated by revenue on interest, project cost savings that were returned to the Competitive Grant Program fund account, and variances between the adopted RSTP Fund Balance and what was received from the State.

To expedite the use of these funds, the TAMC Board of Directors approved funding the following thirteen “shovel-ready” projects:

- City of Carmel – Conglomerate Paving Project: \$243,706
- City of Gonzales – Fifth Street Truck Ban Signage: \$113,512
- City of Greenfield – Walnut Avenue Pedestrian and Bikeway Improvement Project: \$100,000
- City of Greenfield – Citywide Street Rehabilitation Project: \$100,000
- City of King – U.S.101/Broadway Street at San Antonio Drive Roundabout Improvement Project: \$1,488,000
- City of Marina – Imjin Parkway & 3rd Avenue Signal Improvements Project: \$450,000
- City of Monterey – Madison/Hermann/Larkin Traffic Circle: \$130,000
- City of Salinas – Boronda Road Congestion Relief Project (Phase 1): \$1,000,000
- City of Sand City – West End Improvement Project: \$2,000,000
- City of Seaside – Broadway Corridor Improvements: \$4,000,000
- City of Soledad – West Street Road Diet and Complete Streets Project: \$882,480
- County of Monterey – Laureles Grade/Carmel Valley Road Roundabout: \$450,000
- Monterey-Salinas Transit – Enhancing Mobility Innovation Discounted Transit for Temporary Eligibility with Open Loop Fare Payment: \$450,000

For more information, see: [2023 Competitive Grant Program - Guidelines and Application](#)

Fort Ord Regional Trail and Greenway Project Segment Update

The Transportation Board of Directors received an update on the Measure X funded and voter approved Fort Ord Regional Trail and Greenway (FORTAG) project, with emphasis on the three segments that are currently funded and in progress by agency staff:

FORTAG Canyon Del Rey/State Route 218

The Canyon Del Rey/State Route 218 Segment involves construction of the trail through the City of Del Rey Oaks from Fremont Boulevard to Del Rey Woods Elementary in the City of Seaside. This segment includes an undercrossing below State Route 218 that will connect near Del Rey Oaks City Hall and the Frog Pond and a raised pathway to connect trail users from the undercrossing to Carlton Drive, followed by a multi-use sidewalk on the west side of the road, which continues along Plumas Avenue up to Del Rey Woods Elementary. Construction is expected to be completed by Fall of 2026.

FORTAG Jerry Smith Trailhead

The Jerry Smith Trailhead segment was awarded funding through the Federal Highway Administration (FHWA) Federal Lands Access Program (FLAP) grant program. The project will provide a multi-use bike and pedestrian trail in Marina, between Imjin Parkway / Imjin Road connecting to the Jerry Smith Trailhead; there by providing direct active transportation access to the Bureau of Land Management (BLM) Fort Ord National Monument from California State University, Monterey Bay (CSUMB) and nearby Marina residents. The project is currently at 70% final design and has construction funding programmed in 2028.

FORTAG California Avenue

An Active Transportation Program Cycle 6 grant was awarded to fund another portion of the CSUMB Loop North Segment, which closes the gap on California Avenue between the City of Marina and CSUMB, and connects to the FORTAG Jerry Smith Trailhead segment.

This 1.4-mile shared use path will provide an all ages and abilities connection between the City of Marina, CSUMB, future development, the Fort Ord Trail system, and the Monterey Bay Coastal Trail via paved, separated bikeways. The FORTAG California Avenue segment is currently in final design with construction funding programmed for fiscal year 2025/26 with estimated completion in June 2027.

With the use of \$15.4 million in Measure X, TAMC has successfully leveraged an additional \$25 million in state and federal funding for the regional trail project.

Monterey One Water (M1W)

August 25, 2025

Informational Items:

- *Pure Water Monterey Expansion and Projects update presented by Dave Lindow*
- *Federal, State and Local Advocacy Update presented by Yohana Vargas and Rachel Gaudoin*

Board Actions:

- Adopted Resolution, Authorizing the Executive Officer to act as the Authorized Agent for M1W to execute the applicant declaration form and Match Commitment letter for the Community Energy Reliability & Resilience Investment (CERRI) Program
- Approved a second amendment to the contracts with Brenntag Pacific for Calcium Chloride in the not to exceed amount of \$378,168.88 and Sodium Bisulfite in the not to exceed amount of \$81,369.40 for the Advanced Water Purification Facility (AWPF) for a total not exceeding \$459,538.28
- Approved a second amendment to the contract with Univar Solutions for Sodium Hypochlorite in the not to exceed amount of \$362,802.50 for the AWPF
- Approved a contract to Univar Solutions USA for Sodium Hydroxide for the AWPF in the not to exceed amount of \$97,715.93
- Approved a contract to Brenntag Pacific Inc. for Sulfuric Acid and Hydrogen Peroxide Chemicals for the AWPF in total not to exceed \$707,273.58

**Council Report from Councilmember John Uy
September 23, 2025 Meeting**

I. Council Report: Regular Meeting of the DRO City Council on August 26, 2025



Dear DRO neighbors,

Below is my summary of actions and highlights from the August 26, 2025 regular meeting of the Del Rey Oaks City Council.

Ceremonial item

**Proclamation honoring George “Garage Sale George” Jaksha
(34 years of service).**

The Council recognized Commissioner Jaksha’s decades of leadership on the Planning Commission and his community-building through the Citywide Garage Sale. The proclamation text notes the City’s gratitude and bears the Mayor’s signature date of August 26, 2025.

Consent calendar (noticed items)

The agenda’s consent section included: approval of prior minutes; receipt of **June/July** Police, Fire, and Financial reports; and several administrative/contract actions (summarized below).

- **Short-Term Rental (STR) Program Management – Avenu Insights & Analytics.** A three-year agreement (effective **Aug 1, 2025**) to provide end-to-end STR identification/monitoring, a 24/7 complaint hotline, a permitting and tax remittance portal, and compliance outreach. **Fiscal structure:** Yr 1 = \$2,500 setup + **\$15,000** (or **\$255/property**, whichever greater); Yr 2 = \$15,750; Yr 3 = \$16,500; optional audits on a per-examination basis.
- **FY 2025–26 Salary Schedule.** Citywide schedule effective **July 1, 2025** (e.g., council stipends, educational incentives, wellness benefit, and other standard provisions).
- **Annual Landscape Maintenance – Smith & Enright Landscaping, Inc.** Annual services (mowing, trimming, irrigation monitoring, debris removal) **effective Sept 1, 2025**; **annual cost: \$18,480.**
- **On-Call Planning & Environmental Services – Denise Duffy & Associates (DD&A).** As-needed support for CEQA review, long-range planning (including former Fort Ord), staff reports, and permit processing; agreement dated **Aug 26, 2025** with **7-day** termination clause; billed at approved hourly rates.
- **Police Department Server – Dell.** Materials in the packet include a **PowerEdge R660xs** quote (**\$13,858.27** + est. tax **\$1,019.64** = **\$14,877.91** total) and a TELP financing illustration (36-month option).

New business (policy & transparency)

- **Electronic Budget Platform – ClearGov.** Staff recommended adopting ClearGov’s suite (Operational & Capital Budgeting + Digital Budget Book) with onboarding to produce the City’s first **interactive digital budget book for FY 2026–27**. **Fiscal terms:** one-time setup **\$3,000**; annual subscription **\$11,000** (three-year initial term) with **3% annual increase** during the term; **30-day satisfaction guarantee**.
- **Regional MOU – ReGen Monterey (Franchise Agreement Assistance).** Framework for coordinated planning, public engagement, procurement support, and negotiations for the next generation of solid-waste franchise agreements across seven member agencies. **Del Rey Oaks’ share: \$76,374 (14.29%)** of the **\$534,620** multi-year budget; invoices issued annually for actual costs. A draft **Resolution 2025-15** in the packet memorializes approval and authorization.

If you have questions about any item or if there’s an issue on your block that needs attention, please reach out. I’m committed to transparent budgeting, reliable core services, and practical partnerships that keep Del Rey Oaks safe, clean, and neighborly.

II. Council Report: Regular Meeting of the Seaside County Sanitation District (SCSD) Board of Directors – September 9, 2025



It’s an honor to serve as your Chair and to work alongside our partners in Seaside, Sand City, and Del Rey Oaks to keep our wastewater system reliable, safe, and out of sight—in the best possible way.

What we acted on

Consent Agenda: We approved the **August 12, 2025 minutes** and **received the Operations Report for August 2025**. These

items keep our records current and ensure everyone can see the work we’re doing month to month.

System health at a glance (August 2025)

- **Zero spills, zero stoppages.** No mainline or lateral stoppages and **no SSOs** district-wide—exactly what we want to see.
- **Proactive maintenance:** Crews **jettied 53,923 feet** of main line and performed **4,295 feet** of CCTV inspections across the District. This targeted cleaning and camera work helps us spot small issues before they become big (and expensive) problems.

- **Where we focused:** The **flush map** for July–August shows the specific zones we addressed to stay ahead of seasonal build-up and coordinate with local paving schedules.
- **District scale:** Our system spans **~385,440 feet** of mains across Seaside, Sand City, and Del Rey Oaks—so this monthly work adds up to meaningful coverage over the year.

Why this matters to you

- **Public health & environment:** Every month without spills protects our creeks, Monterey Bay, and neighborhood streets.
- **Cost control:** Preventive maintenance (jetting, CCTV, root treatment where needed) is the most cost-effective way to extend pipe life and avoid emergency repairs.
- **Good coordination:** By aligning sewer work with roadway projects, we reduce “dig once” disruptions and save taxpayer dollars over time.

Gratitude

I’m grateful to our **operations and engineering teams** for the steady, unglamorous work that keeps everything flowing—and to our partner cities for the coordination that makes this possible. Keeping a regional system humming takes teamwork, and our residents benefit every day.

Stay involved

- **Next SCSD meeting: Tuesday, October 14, 2025 at 9:30 AM** (Seaside Council Chamber).
- **Accessibility & participation:** Meetings are open to the public, with options to attend in person or join online/phone. Your questions and feedback help us plan smarter and serve better.

If you have ideas, concerns on your block, or simply want to learn more about how our wastewater system works, please reach out. I’m here to listen and to make sure your voice is part of every decision we make.

III. Council Report: AMBAG Board of Directors Meeting – September 10, 2025

Last September 10th evening felt like classic regional teamwork—three counties, many cities, one shared table. We met at the Air District in Monterey with a simple aim: keep our planning smart, our finances steady, and our doors open for public voice. I’m grateful to represent Del Rey Oaks in this work, and I want to share what mattered in a way that’s useful to you.



The cadence of the evening

We opened with the pledge, a quick Brown Act/AB 2449 check-in on remote participation, and roll call. From there, the room settled into that comfortable rhythm where mayors, councilmembers, county supervisors, and agency partners compare notes, ask candid questions, and push the work forward.

What we moved through—plainly and briefly

Consent items: We kept the house in order—last month’s minutes, the regional Clearinghouse newsletter, a Sustainability Program update, and our financial snapshot. None of these grab headlines, but they’re the scaffolding for everything else we do.

- **Clearinghouse:** Two Capitola items stood out—coastal resilience updates (Cliff Drive, sea-level rise, public access) and zoning changes tied to housing implementation. This is the kind of early coordination that prevents conflict later.
- **Sustainability:** AMBAG’s work with the new **Central California Rural REN** is now officially launched (business plan approved 8/28). Staff are helping residents, small businesses, and public agencies tap energy-efficiency upgrades, while a **Monterey Bay EV Climate Adaptation & Resiliency** effort advances to make our charging network both equitable and hardened against climate risk.
- **Finances:** Our June 30 snapshot shows **sufficient current assets** to cover obligations, with a **positive net position** and the usual timing differences between budget and reimbursements. It’s steady stewardship—exactly what we want from a regional agency.

The big planning work under the hood

The headline item was an update on the **2050 Metropolitan Transportation Plan / Sustainable Communities Strategy**—the long-range blueprint that aligns our transportation investments with housing, climate, safety, and equity goals. Staff are polishing the draft chapters now, running scenarios through the regional travel model, and preparing a **draft Plan and**

Programmatic EIR for public review in November 2025, with workshops and hearings in January 2026. Translation: your comments this winter can still shape what gets funded over the next 20 years.

Why this matters at the neighborhood level

- **Safer, simpler trips:** The 2050 Plan is where we prioritize safer corridors, reliable transit, and everyday fixes that make walking and biking feel normal.
- **Climate and cost:** Energy-efficiency programs and resilient EV planning lower bills for families and small businesses while preparing us for heat, storms, and outages.
- **Good governance:** Clear reports and careful finances keep trust intact; early inter-agency review (through the Clearinghouse) keeps projects moving without surprises.

A word of thanks

Regional planning isn't glamorous; it's patient. Thank you to Executive Director **Maura Twomey** and the AMBAG team for the steady work—modeling, meetings, memos—that turns big goals into practical projects. And thank you to residents who show up, write in, or stop us at the grocery store. Your lived experience makes our plans better.

Stay involved (your voice changes the plan)

- **2050 MTP/SCS:** Watch for the **draft Plan & EIR in November** and public workshops in **January**, I'll share dates and links as soon as they post.
- **Clearinghouse items:** If you care about coastal resilience, housing, or local zoning updates, these notices are your early-warning system to weigh in thoughtfully.
- **Access:** Voting members must attend in person for quorum; the public can join online/phone. If you ever need accommodations, AMBAG will work with you.

What's next

Next AMBAG meeting: Wednesday, October 8, 2025 at 6:00 PM (MBARD Board Room, Monterey). If there's a corridor you avoid, a stop you want safer, or a climate concern on your block, tell me. I'll bring those specifics into the regional conversation.




PSALM 106:1

Give thanks
unto the Lord;
for He is good.

Expressions
FROM


Scripture taken from the Holy Bible, King James Version.

 This card is made with paper sourced
from responsibly managed forests.

MADE IN U.S.A.

LPH 6082A

© HALLMARK LICENSING, LLC
HALLMARK MARKETING COMPANY, LLC
HALLMARK.COM

Dear Del Rey Daps City Council

Members to you all from the
H.E.M (Hamilton, Ellis + Martin) Plaza
Apartments located in Seaside

This note of Thanks is long over-
due, but the Holiday Committee
at the H.E.M would like to express
our sincere Thanks and gratitude
to Sgt. Shyman and Del Rey

Daps P. D. for their unwavering
support with supplying warm
winter jackets and shoes to
countless families over the past
five (5) years. Their impeccable
service and generosity needs to
be recognized. Thanking you all
so very much once again, and
we do appreciate you all for
your service "

Sincerely,
Lisa Daps
Gene Daps
H.E.M Plaza Holiday Committee

Item A.



MST HIGHLIGHTS
Board of Directors Meeting
September 8, 2025

RECOGNIZED AUGUST EMPLOYEE OF THE MONTH

The MST Board adopted Resolution 2026-04 recognizing Greg Burchell, Operations Supervisor, as the August 2025 Employee of the Month for his outstanding contribution to MST and the entire community.

RECOGNIZED SEPTEMBER EMPLOYEE OF THE MONTH

The MST Board adopted Resolution 2026-05 recognizing Kelly Soriano, Mobility Specialist, as the September 2025 Employee of the Month for her outstanding contribution to MST and the entire community.

APPROVED AMMENDMENT #1 TO TAMC MEMORANDUM OF UNDERSTANDING

The MST approved Amendment #1 to the memorandum of understanding (MOU) among the Transportation Agency for Monterey County (TAMC), the City of Salinas, and MST regarding use of the Salinas Intermodal Transportation Center.

APPROVED DISPOSAL OF THIRTEEN MST SURPLUS VEHICLES

The MST approved a list of thirteen (13) MST-owned vehicles as surplus property and directed staff to dispose of the vehicles using the most economical method available.

APPOINTED MOBILITY ADVISORY COMMITTEE MEMBER

The MST Board appointed Thomas De La Cruz to the Mobility Advisory Committee for a 3-year term.

RATIFIED COLLECTIVE BARGAINING AGREEMENT BETWEEN ATU AND MST

The MST Board ratified the collective bargaining agreement (CBA) between the Amalgamated Transit Union Local 1225 (ATU) employees and the Monterey-Salinas Transit District (MST).

RECEIVED MST LAND UTILIZATION STUDY

The MST Board received a presentation on an MST Land Utilization Study and provided direction to staff.

AWARDED CONTRACT FOR GENERAL COUNSEL AND SPECIAL COUNSEL SERVICES

The MST Board authorized the General Manager/CEO or their designee to enter into a five (5) year contract with De Lay and Laredo for general counsel and labor negotiations, and a five (5) year non-exclusive contract with Hanson Bridgett for special counsel services, both with the option to extend for two (2) additional one (1) year terms.

NEXT MST BOARD MEETING

The next regular MST Board meeting is scheduled for October 13, 2025.



880th REGULAR MEETING
OF THE
BOARD OF TRUSTEES
926 East Blanco Road
Salinas, CA. 93901

Item A.

September 9th, 2025

~AGENDA~

12:00 P.M. Noon

926 East Blanco Road

Salinas, CA 93901

(831) 422-6438 p

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

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

A. CALL TO ORDER:

B. AGENDA MANAGEMENT:

C. ROLL CALL – ESTABLISHMENT OF QUORUM:

D. PUBLIC INPUT: (Limited to 3 minutes)

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

E. CONSENT CALENDAR:

- A. APPROVAL OF THE MINUTES: July 2025
- B. PAYROLL WARRANTS: July/Aug 2025 \$255,098.85/ \$84,373.14
- C. COMMERCIAL WARRANTS: July/Aug 2025 \$114,068.98/\$230,049.10
- D. UMPQUA BANK: July/Aug 2025 \$5,613.14/\$2,586.95
- E. BALANCE SHEET: July/Aug 2025
- F. SCHEDULE OF EXPENDITURES: July/Aug 2025

F. BUSINESS ITEMS:

- A. Consideration, Discussion, and Possible Adoption of Resolution No. 2526-01 Approving District Bylaws
- B. Consideration, Discussion, and Possible Adoption of Resolution No. 2526-02 Rosenberg’s Rules of Order as the Rules of Parliamentary Procedure for Board Meetings
- C. Consideration, Discussion, and Possible Adoption of Amended Surplus Vehicles Policy # 3080
- D. Notification: November Regular Board Meeting Falls on Veterans Day
- E. SDA Meeting October 7th Speaker is Chris Morello from the Airport District

G. MONTHLY ADMINISTRATIVE REPORT: Ken Klemme, District Manager

H. TRUSTEE COMMENTS:

Adjournment to: October 9th, 2025

Jeff Cecilio
Board Chair
County at Large

Don Cranford
Vice Chair
County at Large

Nancy Amadeo
Secretary
City of Marina

Ian Oglesby
Trustee
City of Seaside

Ray Coopersmith
Trustee
County at Large

Mary Ann Carbone
Trustee
City of Sand City

Louise Goetzelt
Trustee
City of Del Rey Oaks

Jim Tashiro
Trustee
City of Salinas

Jeff Glass
Trustee
City of Monterey

**From the Monterey Herald, 9/1/25:
Bird's Beak and Genista Do Battle in Del Rey Oaks,
by Patrice Vecchione**

There's the "letter of the law" and then there's its intent, and between the two a gulf as tall and wide as the most aggressive Genista, aka French broom, weed may exist. This is the story of such a gulf concerning the 4.6-acre plant reserve at the northeast corner of General Jim Moore Blvd. and South Boundary Rd. and the city of Del Rey Oaks that owns the property.

And though this story actually began way back in 1967 when the Monterey chapter of the California Native Plant Society reached out to Fort Ord Base Commander which led to the establishment of what's called the Native Habitat Reserve Number 1 North, we're going to start in the almost-present tense. But just know it's been a slog to get even this far. And because I've made my home in this small city for nearly 30 years, for me this is a very personal story, a very personal gulf, a story about respect for and commitment to open space, care for the environment, and about behaving with honesty and integrity, and a lack of all three. Respect for the earth, as expressed by caring for the land, and doing the right thing are human attributes that are in jeopardy not only in my city, but, at present, in our country.

In May of 2023, a settlement agreement, that had been negotiated over three years, was signed by the City of Del Rey Oaks and the California Native Plant Society regarding the 4.6-acre parcel, California Native Plant Society's Plant Reserve Number 1 North. This land is home to a rare and protected native plant with a funny name: Seaside bird's beak, so named because it was first discovered next door in Seaside. It's not a particularly pretty plant—it's unassuming, sits close to the ground and could easily go unnoticed, but that's not the point. The point is that there's a weed that you may not know by name but you certainly know by sight Genista. It grows tall and wide, and when in bloom, has pretty little yellow flowers, but its flowers belie the truth of its identity—Genista is an invasive weed. Frankly, it's a killer that steamrolls whatever plants are in its way.

What is a native plant reserve, anyway? It isn't just a bunch of trees, bushes, and grasses, rather a native plant reserve is a living history museum! This particular reserve is Maritime Chaparral, an unusual habitat type that exists only in little patches along the California Central Coast. Each of these areas is comprised of rare plants that grow only there. None of them attempts to overtake the others; rather they grow companionably.

And this particular patch is just beyond my own backyard. My home that was built decades ago—and all the homes in Del Rey Oaks—was built on land that looked just like it. So, by observing this area in its original state, we can come as close as possible to the experience of local time travel. This property has been deemed a Native Plant Reserve because it is an asset, not only to Del Rey Oaks, but to the wider area; it's a testament to local nature.

At the heart of the agreement between CNPS and Del Rey Oaks this is stated: “The Property is hereby protected in perpetuity for its conservation values... No vegetation modification shall be allowed on the Property... “Protected in perpetuity” shall mean that nothing shall be done that may degrade or adversely impact the Property and its conservation/biological values in perpetuity...”

Enter invasive, rapid-growing Genista. The margins of Plant Reserve #1 North are overrun by this weed, and in order to preserve the health of the land and the native plants growing on it, the Genista needs to be removed. The settlement agreement states that the city of Del Rey Oaks isn't responsible for upkeep of the land. No problem there—CNPS's volunteers are at the ready to dig out and remove the homewrecker. However, the city has decided, after much delaying and a repeated lack of response to emails and phone calls, that it won't allow the volunteers to do the right thing.

According to Del Rey Oaks Mayor Scott Donaldson, in an email on July 7, 2025, “It's important to emphasize the city must comply with a legally binding settlement agreement. CNPS insisted on a stipulation in the agreement that no vegetation modification shall be allowed. The city must adhere to that requirement or risk becoming vulnerable to potential, costly litigation.”

Here's where the gulf comes in. Exactly who would sue the city for doing the right thing and allowing the CNPS volunteers to remove the invasive weed? Nobody because such action would support the essence of the agreement! If we look closely at it, we read, “This Habitat Reserve is protected in perpetuity by the City of Del Rey Oaks,” demonstrating that, in fact, the city does have a responsibility to care for the reserve! To protect this land, the weed needs to go. Pretty simple, isn't it?

Could the agreement have been more clearly written, could it have been written more simply and with greater clarity? Sure. But without more wrangling, this is what we've got. So, come on Del Rey Oaks, my beloved home, do the right thing and allow the volunteers to get rid of this weed, would you? The longer it remains, the bigger the problem is going to get.

Through knowledge and understanding and by honoring history—in this case natural history—we will understand our past and present and find guidance to move into the future. Apparently, a whole lot of guidance is needed right now about caring for our home. The guidance to care for this parcel of land has been given, and it couldn't be easier to respectfully respond to it.

Patrice Vecchione

<https://www.montereyherald.com/2025/07/23/patrice-vecchione-guest-commentary-birds-beak-and-genista-do-battle-in-del-rey-oaks/>