



CITY OF DEL REY OAKS

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

REGULAR MEETING AGENDA OF THE CITY OF DEL REY OAKS CITY COUNCIL TUESDAY, JUNE 25, 2024 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

<https://us02web.zoom.us/j/84540863889>

- 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. City Clerk Minami - Acknowledgement 20th Year of Service to the City**
- 5. CONSENT AGENDA:**
 - A. MINUTES: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)**
 - 1. May 21, 2024, City Council Meeting Minutes**
 - B. MONTHLY REPORTS: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)**
 - 1. Financials May 2023 - May 2024**

[2.](#) Fire Department Response Report, May 2024

[3.](#) Police Activity Report, May 2024

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

[1.](#) Adopt Amended Resolution 2024-03, Approving the FY 2024-25 SB1 Funding Project List

[2.](#) Adopt Resolution 2024-06, Amending the Conflict of Interest Code

[3.](#) Adopt Resolution 2024-08, Calling and Providing for a General Municipal Election to be held in the City of Del Rey Oaks on Tuesday, November 5, 2024

[4.](#) Adopt Resolution 2024-07 Approving Authorization to Execute Agreements, Certifications and any Amendments thereto The City Manager for the Emergency Road Worked Performed on Rosita Road

6. OLD BUSINESS:

A. None

7. NEW BUSINESS:

[A.](#) Adopt Resolution 2024-09 Placing a Measure on the November 5, 2024, General Election Ballot Amending the Municipal Code to Increase the City's Transient Occupancy Tax Rate

[B.](#) Approve and Authorize the City Manager to Sign an Exclusive Right to Negotiate (ERN) Agreement Between the City and City Ventures for Development of the City's Parcels on the Former Fort Ord

[C.](#) Adopt Resolution 2024-10, Approving the FY 2024-25 Budget

D. Adopt Resolution 2024-11, Establishing Appropriations Limit for FY 2024-25

E. Adopt Resolution 2024-12, Approving 2024-25 Salary Schedule

F. Adopt Resolution 2024-13, Approving the City Investment Policy

8. STAFF REPORTS:

Council Reports

[A.](#) Council Reports

9. CORRESPONDENCE:

- A.** MST Highlights
- TAMC Highlights
- Blood Drive Memo
- Veteran's Affair Update
- Mosquito Abatement Update

10. NEXT MEETING DATE: August 27, 2024 at 6:00pm

11. ADJOURNMENT

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



CITY OF DEL REY OAKS

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

PROCLAMATION

Honoring Karen Minami for 20 Years of Service



WHEREAS, Karen Minami has served the City of Del Rey Oaks with distinction and dedication for the past 20 years; and

WHEREAS, during her tenure, Karen has demonstrated unwavering commitment, professionalism, and excellence in her duties, ensuring the efficient operation of the city's governmental processes and maintaining the integrity of public records; and

WHEREAS, Karen has been a pillar of support for the City Council, city staff, and the residents of Del Rey Oaks, providing guidance, knowledge, and assistance with an exemplary attitude; and

WHEREAS, her contributions have significantly enhanced the transparency and accountability of our local government, fostering a strong sense of trust and cooperation within our community; and

WHEREAS, Karen's dedication extends beyond her official duties, as she has actively participated in numerous community events and initiatives, strengthening the bonds that unite our residents and promoting a spirit of city pride; and

WHEREAS, it is fitting that we honor and recognize the outstanding service of individuals like Karen Minami, whose efforts have made a lasting impact on our city and its people.

NOW, THEREFORE, be it resolved, I, Mayor Scott Donaldson, on behalf of the City Council of the City of Del Rey Oaks do hereby extend our deepest appreciation and gratitude to Karen Minami for her 20 years of dedicated service and exemplary contributions to our community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Del Rey Oaks to be affixed this 25th day of June, 2024.

Scott Donaldson, Mayor

City of Del Rey Oaks

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



Action Minutes

Tuesday May 21, 2024 - 6:00 PM

City Council – Regular Meeting

Del Rey Oaks City Council

**Scott Donaldson – Mayor
John Uy – Vice Mayor
Jeremy Hallock – Councilmember
Kim Shirley – Councilmember
Bill Ragsdale-Cronin - Councilmember**

6:00 PM – Called to Order:

The meeting was called to order by Mayor Donaldson.

Roll Call: Present: Mayor Donaldson, Councilmember Uy, Councilmember Shirley, Councilmember Hallock, and Councilmember Ragsdale-Cronin (6:13pm).

Absent: None

Also Present: City Manager Guertin, City Attorney Lorca, City Clerk Minami, Administrative Services Technician Matthews and Deputy City Clerk Batra.

Pledge of Allegiance:

Mayor Donaldson led the Pledge of Allegiance

Public Comment:

Jason Campbell reads letter regarding the tremendous work of Police Officer Andoy, thanks the entire Police Department.

PRESENTATION:

A. Introduction of New City Staff: Stacy Matthews and Laura Batra

City Manager Guertin welcomes Stacy and Laura

B. Monterey County 6th Cycle Housing Element Sites in the Vicinity of Del Rey Oaks

Melanie Beretti: presents a slide show regarding the Housing Element and took questions and comments from Council

PROCLAMATIONS:

A. Pride Month, June 2024

B. Public Works Appreciation Week May 19-25, 2024

CONSENT AGENDA: *Action Items*

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

1. March 26, 2024 Regular City Council Meeting Minutes

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

1. Financials April 2023 – April 2024
2. Fire Department Response Report, April 2024
3. Police Activity Report, April 2024

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

1. Adopt Resolution 2024-03 Approving the FY 2024-25 SB1 Funded Project List
2. Adopt Resolution 2024-04 Amending Exhibit A & B of the MOU between ReGen Monterey and Member Agencies for Fiscal Year 2024-25
3. Approve Bid Award for a Comprehensive Fee Study

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

Motion passed unanimously 5-0

No Public Comment was received.

OLD BUSINESS: None

NEW BUSINESS:

- A. Adopt Resolution 2024-25 approving a 3.30 percent rate increase to charges by the City's franchised hauler, GreenWaste Recovery, for the collection of solid waste, recycling and organics, effective July 1, 2024

City Manager Guertin: Explains rate increase.

Council Member Kreeger: Reasonable increase.

Public Comments:

Mike OBrien: Reasonable increase

A motion was made by **Council Member Ragsdale-Cronin**, seconded by **Vice Mayor Uy** to approve Resolution 2024-25 as presented.

Motion passed unanimously 5-0

- B. Approve FY 2024-25 Draft Budget

City Manager Guertin: Gave budget recap and reviewed future spending.

Roberto Moreno, Regional Government Services: Reviewed slide show of draft budget and took questions from the council. Points out that the liability insurance has doubled this year. The additional Clerk position will off set because of decrease in RGS services in the next year.

City Manager Guertin: The Airport agreement is a mutually beneficial agreement. Reviews and gives status of all capitol projects and funding sources.

Vice Mayor Uy: Great progress, thank you John.

Council Member Shirley: Great job, thank you John for getting funding and making priorities.

Mayor Donaldson: The major take aways are the city has a balanced budget, there will be a lot of capital improvements happening, sales tax is our biggest source and the Police Department is still our biggest expense even with the Airport Contract.

Staff and Council Reports:

City Manager Guertin:

Development Open House had a great turn out, special thanks to Moose Lodge. Next will be the FORTAG kick off on May 29th at 1:30 in parking lot of city hall.

NEXT MEETING DATE: Tuesday, ~~June 25, 2024~~ at 6:00pm

ADJOURNMENT 7:50pm

Attest:

Date:



CITY OF DEL REY OAKS

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

Staff Report

DATE: June 25, 2024

TO: Honorable Mayor and Members of the City Council

FROM: John Guertin, City Manager

SUBJECT: Receive May 2024 Financial Reports

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

Consideration

Receive financial reports for the month of May 2024.

Background

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

Summary & Discussion

Attached are the May 2024 financial reports.

- May 2024 Cash Balances – The report shows where the City’s funds are invested. The City continue to have a healthy cash balance \$13,446,413 of which \$4,774,058 are unrestricted.
- May 2024 Checks Issued Register –This is a listing of all the payments issued during the month. The total checks issued of \$207,550.
- May 2024 General Fund Summary – This is a one-page summary of the General Fund summarized as follows:

| | FY 2024 Current Budget | May 2024 Actual | May 2024 YTD Actual | % Collected /Spent |
|-----------------------|------------------------------|--------------------|------------------------|--------------------------|
| Revenue | \$ 4,877,200 | \$ 432,483 | \$ 4,691,507 | 96% |
| Expenditures | 4,741,252 | 330,574 | 3,913,129 | 83% |
| Transfers Out to CIP | 198,900 | - | 115,966 | 58% |
| Net Operating Surplus | \$ (62,952) | \$ 101,909 | \$ 662,412 | |

At 92% of the year (11 months) the revenues are at 96%, the Property Taxes were received. The expenditures are at 83% of the budget. For the month of May 2024, General Fund shows a net operating surplus of \$101,909 which is typical for this time of the year as mentioned that property taxes were received in May and a year-to-date operating surplus in the amount of \$662,412.

- May 2024 Statement of Revenues and Expenditures – shows fiscal year-to-date actuals in comparison with FY 2024 budget summarized as follows:

| | FY 2024 Current Budget | May2024 Actual | May 2024 YTD Actual | % Collected/ Spent |
|------------------------------------|------------------------------|-------------------|------------------------|--------------------------|
| REVENUE: | | | | |
| 000 Non Departmental | \$ 3,500,700 | \$ 322,026 | \$ 3,586,937 | 102% |
| 210 Airport Police Services | 1,376,500 | 110,457 | 1,104,570 | 80% |
| | <u>4,877,200</u> | <u>432,483</u> | <u>4,691,507</u> | <u>96%</u> |
| EXPENDITURES: | | | | |
| 110 Council | \$ 32,200 | \$ 511 | \$ 20,921 | 65% |
| 111 City Clerk | 455,470 | 25,653 | 321,339 | 71% |
| 120 City Manager | 318,300 | 22,471 | 285,643 | 90% |
| 130 Finance | 362,052 | 26,840 | 297,364 | 82% |
| 150 Legal | 153,300 | 2,258 | 79,831 | 52% |
| 160 Planning & Building Regulation | 146,400 | 5,574 | 152,355 | 104% |
| 180 Government Buildings | 19,100 | 7,648 | 11,040 | 58% |
| 190 Non-Departmental | 42,700 | 229 | 32,538 | 76% |
| 210 Police | 2,623,800 | 200,399 | 2,264,851 | 86% |
| 220 Fire/Animal Control | 227,600 | - | 170,636 | 75% |
| 311 Public Works/Streets | 316,830 | 32,288 | 240,003 | 76% |
| 411 Parks/Recreation | 43,500 | 6,703 | 36,608 | 84% |
| | <u>4,741,252</u> | <u>330,574</u> | <u>3,913,129</u> | <u>83%</u> |
| Transfers to CIP-Housing Element 6 | 198,900 | - | 115,966 | 58% |
| Total | <u>\$ 4,940,152</u> | <u>\$ 330,574</u> | <u>\$ 4,029,095</u> | |

- Planning and Building Regulations is at 104% due to higher than anticipated activity.
- Police Budget was reduced by \$44,000, new Fund has been created for the DEA transactions

Fiscal Impacts

None. This is informational only.

Recommendation

Staff recommends receiving the reports.

ATTACHMENTS:

- May 2024 Cash and Investment
- May 2024 Checks Register
- May 2024 General Fund Summary
- May 2024 Statement of Revenues & Expenditures-YTD Budget v. Actual Detail

Respectfully Submitted,

John Guertin, City Manager

**City of Del Rey Oaks
Summary of Cash & Investments
As of May 31, 2024**

| | | | |
|---|--------------------------------|--------|--|
| Accounts | | | |
| Unrestricted | | | |
| General Checking | \$ 809,947.00 | | |
| Local Agency Investment Fund | | | |
| Reserve for Economic Uncertainties | 1,652,182.00 | 4.330% | |
| Unappropriated Funds | 2,311,929.00 | 4.330% | |
| Total Unrestricted | <u>4,774,058.00</u> | | |
| Restricted | | | |
| PARS-115 Trust Fund | 337,311.00 | | |
| Dev - Monterey Peninsula Partner | 9,063.00 | | |
| Fidelity Title Escrow Acct - GJM/SBR Intersection | 1,056,168.00 | | |
| Fidelity Title Escrow Acct - SBR Construction | 7,269,813.00 | | |
| Total Restricted | <u>8,672,355.00</u> | | |
| Total Cash and Investments | <u>\$ 13,446,413.00</u> | | |

City of Del Rey Oaks
Check/Voucher Register
From 05/01/2024 Through 05/31/2024

| Check Number | Payee | Transaction Description | Check Amount |
|--------------|---|--|--------------|
| 053124-1 | ADP | ADP fees 05/31/2024 | \$ 605.45 |
| 053124-2 | P.E.R.S.-HEALTH | CalPERS 1800 Health 05/2024 | 30,008.06 |
| 053124-3 | WEX BANK-CHEVRON | Fuel charges for 03/2024 | 2,881.27 |
| | WEX BANK-CHEVRON | Fuel fees 05/2024 | 167.01 |
| 22025 | CALIFORNIA-AMERICAN WATER | Acct #1015-210018796550 Service Period 03/20/24 to 04/18/24 | 41.15 |
| | CALIFORNIA-AMERICAN WATER | Acct #1015-210018799016 Service Period 03/20/24 to 04/18/24 | 41.15 |
| | CALIFORNIA-AMERICAN WATER | Acct #1015-210018869991 Service Period 03/20/24 to 04/18/24 | 253.96 |
| | CALIFORNIA-AMERICAN WATER | Acct #1015-210021092445 Service Period 03/20/24 to 04/18/24 | 41.15 |
| | CALIFORNIA-AMERICAN WATER | Acct #1015-210021255352 Service Period 03/20/24 to 04/18/24 | 34.96 |
| | CALIFORNIA-AMERICAN WATER | Acct #1015-210021327653 Service Period 03/20/24 to 04/18/24 | 163.26 |
| | CALIFORNIA-AMERICAN WATER | Acct #1015-210021396208 Service Period 03/20/24 to 04/18/24 | 41.15 |
| | CALIFORNIA-AMERICAN WATER | Acct #1015-210021397607 Service Period 03/20/24 to 04/18/24 | 109.83 |
| 22026 | CALIFORNIA BUILDING STANDARDS COMMISSION | Bldg Standards Admin Special Revolving Fund Fee 24-03-31 | 25.20 |
| 22027 | CALIFORNIA POLICE CHIEFS ASSOC. | FY 24-25 CPCA dues 13-25 personnel | 365.00 |
| 22028 | CORONADO DEISEL MOBILE SERVICES, INC. | Service Dodge Durango | 1,521.64 |
| | CORONADO DEISEL MOBILE SERVICES, INC. | Service Ford Explorer | 1,018.35 |
| | CORONADO DEISEL MOBILE SERVICES, INC. | Service Ford Taurus | 564.12 |
| 22029 | Dell Marketing L.P. | Acct #17865625 New Clerks Computer | 1,201.42 |
| 22030 | DEPT OF CONSERVATION | SMIP Fees 01/01/24 to 03/31/24 | 92.14 |
| 22031 | G.P.S. SOLUTIONS | Building Permits & Fees 2024-04 | 5,574.48 |
| 22032 | HDL COMPANIES-HINDERLITER, DE LLAMAS & ASSOC. | Audit Service -Sales Tax Q3/2023 | 4.37 |
| | HDL COMPANIES-HINDERLITER, DE LLAMAS & ASSOC. | Audit Services Transactions Tax Q3/2023 | 184.57 |
| | HDL COMPANIES-HINDERLITER, DE LLAMAS & ASSOC. | Audit Services Transactions Tax Q3/2023 | 369.11 |
| 22033 | J.A. Tree Service, Inc | Tree Removal | 3,600.00 |
| 22034 | JAMES DE CHALK | Janitorial Service 2024-04 | 500.00 |
| 22035 | John Guertin | Employee Reimbursement - Team Building Meeting | 130.46 |
| 22036 | LIEBERT, CASSIDY AND WHITMORE | Trans ID #8026 Workplace Violence Prevention Plan | 3,500.00 |
| 22037 | MBS BUSINESS SYSTEMS, INC. | Acct #3948511 PD Copier Base Rate + Overage | 144.77 |
| 22038 | Monterey County Peace Officers | Acct #DRO 2023 Shooting Range Use | 140.00 |
| 22039 | MONTEREY BAY TECHNOLOGIES, INC. | IT Service 2024-05 | 2,112.50 |
| 22040 | Monterey Regional Waste Management District | 50% FY23/24 Annual Proportionate Share of Costs per CA SB-1383 | 4,500.00 |
| 22041 | My Jeep-Chrysler-Dodge-Ram | 2024 Dodge Durango | 57,868.78 |
| 22042 | Napa Auto Parts | Auto Parts | 52.31 |
| 22043 | ODP Business Solutions, LLC | Acct #29696772 Supplies | 189.88 |
| 22044 | Patrick Grogan | Park Refund - cancellation due to rain | 50.00 |
| 22045 | PG&E | Acct #4283033409-2 Service Period 03/22/24 to 04/22/24 | 2,476.33 |
| 22046 | PURE WATER | Supplies | 49.75 |
| 22047 | TERMINIX, INC. | Cust #6099531 Pest Control Service 2024-04 | 109.00 |
| 22048 | US Bank Equipment Finance | Contract #500-0673430 Konica Copier 2024-05 | 397.84 |
| 22049 | Verizon | Acct #342533778-00001 Service Period 03/24/24 to 04/24/24 | 80.02 |
| 22050 | Whitson Engineers | Project #03685.08 South Boundary Road-Civil 2024-03 | 796.00 |
| 22085 | A.F. Electric, Inc. | Labor and Materials 2024-05 | 250.00 |
| 22086 | AFLAC | Acct #QAE62 -MAY 2024 - Premiums | 345.28 |
| 22087 | AMERICAN LOCK & KEY | Repairs and Maintenance 2024-05 | 282.49 |
| 22088 | AT&T CAL NET 2 | Acct# 9391033790 - Service Period 04/19/2024 - 05/18/2024 | 129.08 |
| | AT&T CAL NET 2 | Acct# 9391033791 - Service Period 04/19/2024 - 05/18/2024 | 266.34 |
| | AT&T CAL NET 2 | Acct# 9391081967 - Service Period 04/15/2024 - 05/14/2024 | 838.74 |
| 22089 | BECK'S SHOES #2 | Safety Equipment | 213.57 |
| 22090 | League of California Cities | Membership Dues | 1,255.00 |
| 22091 | COMCAST BUSINESS | #8155100230699260 Service Period 05/18/24 - 06/17/24 | 285.30 |
| | COMCAST BUSINESS | 8155100280008479 Service Period 05/10/24 - 06/09-2024 | 368.13 |
| 22092 | COMMUNITY HOSPITAL OF THE MONTEREY PENINSULA | 402016817 Medical Expenses 2024-04 | 54.00 |
| 22093 | CORELOGIC SOLUTIONS, LLC. | 2010705640RR681524 Research Data 2024-04 | 722.37 |
| 22094 | CORONADO DEISEL MOBILE SERVICES, INC. | Maintneance & Repair 17 Ford Explorer | 528.51 |

**City of Del Rey Oaks
Check/Voucher Register
From 05/01/2024 Through 05/31/2024**

| Check Number | Payee | Transaction Description | Check Amount |
|---------------------|---------------------------------------|--|----------------------|
| 22095 | FENTON & KELLER | Professional Services 2024-04 | 585.00 |
| | FENTON & KELLER | Professional Services 2024-05 | 1,673.50 |
| 22096 | I.M.P.A.C.GOVERNM'T SER | Acct# 5564-9924 VISA CC Charges | 4,062.65 |
| 22097 | JAMES DE CHALK | City Hall Janitorial Services 2024-05 | 500.00 |
| 22098 | Laura Batra | Mileage Reimbursement | 11.18 |
| 22099 | MONTEREY ONE WATER | FY 2023-2024 Stormwater Management Plan | 8,104.00 |
| 22100 | MONTEREY TIRE SERVICE | Unit # 32 License 1410725 Auto Repair & Maintenance | 308.08 |
| 22101 | ODP Business Solutions, LLC | Office Supplies | 263.79 |
| 22102 | PG&E | PG&E Electric Service 2024-05 | 81.25 |
| 22103 | Pitney Bowes Bank Inc. Purchase Power | Postage Machine Leasing Charges 2024-05 | 169.79 |
| | Pitney Bowes Bank Inc. Purchase Power | Postage Meter Refill 46--3050 2024-05 | 39.31 |
| 22104 | PRECISION ALARMS AND AUTOMATION, INC. | Annual Fire Alarm Inspections & Monitoring | 170.00 |
| 22105 | QUALITY PRINT & COPY, LLC. | Business Cards Batra//Matthews | 207.87 |
| 22106 | REGIONAL GOVERNMENT SERIVCES | Contract Services April 2024 | 25,676.06 |
| 22107 | Rodriguez Tree Service, LLC. | Tree Removal/ Wood Chip Brush | 2,800.00 |
| 22108 | ROGER GUZMAN | Wellness Program - Roger Guzman 2024-05 | 576.93 |
| 22109 | SIGN WORKS, INC. | Sign Repiar & Maintenance | 1,803.56 |
| 22110 | SPECIALTY TREE SERVICE INC. | Tree/Bush & BushRemoval Services | 1,000.00 |
| 22111 | Stericycle, Inc. | Shredding Service | 171.45 |
| 22112 | TRUCKSIS ENTERPRISES, INC. | Signs/Graphic Design & Set Up | 146.44 |
| 22113 | VSP | ID# 30004100 June 2024 Vision | 261.27 |
| 22114 | YSS BUILDERS, INC. | City Hall Lobby Wall 2024-05 | 4,985.00 |
| PERS 051724-1 | PERS | CalPERS 1900 457 (12/23) Contribution 12/31/22 | 2,600.00 |
| | PERS | PERS 3100 Contribution Retirement 04/20-05/03/24 -Plan 1364 | 542.46 |
| | PERS | PERS 3100 Contribution Retirement 04/20-05/03/24 -Plan 26934 | 1,579.85 |
| | PERS | PERS 3100 Contribution Retirement 4/20-05/03/24 -Plan 25623 | 3,969.57 |
| | PERS | PERS 3100 Contribution Retirment 04/20-05/03/24 -Plan 1365 | 4,182.89 |
| PERS 052824 | PERS | PERS 3100 Contribution Retirement 05/04-05/17/24 -Plan 1364 | 542.46 |
| | PERS | PERS 3100 Contribution Retirement 05/04-05/17/24 -Plan 25623 | 4,107.88 |
| | PERS | PERS 3100 Contribution Retirement 05/04-05/17/24 -Plan 26934 | 1,911.44 |
| | PERS | PERS 3100 Contribution Retirment 05/04-05/17/24 -Plan 1365 | 4,182.89 |
| PERS 052824-1 | PERS | CalPERS 1900 457 Contribution 05/31/2024 | 2,600.00 |
| PERS 052824-2 | PERS | PERS 3100 Contribution Retirement 04/20-05/03/24 -Plan 26934 | 188.25 |
| Report Total | | | \$ 207,550.07 |

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

From 5/1/2024 Through 5/31/2024

| | FY 2024 Budget | May 2024 Actual | FY 2024 YTD Actual | Percent Collected/Spent |
|---|---------------------|-------------------|---------------------|-------------------------|
| Revenue | | | | |
| Property Taxes | 770,100.00 | 0.00 | 810,597.46 | 105.25% |
| Sales Tax | 1,313,000.00 | 107,395.90 | 1,197,094.90 | 91.17% |
| Other Taxes | 500,650.00 | 52,345.18 | 513,146.27 | 102.49% |
| Licenses and Permits | 286,300.00 | 118,635.99 | 394,424.28 | 137.76% |
| Fines and Forfeitures | 12,200.00 | 2,598.28 | 19,187.16 | 157.27% |
| Other Revenue | 125,700.00 | 180.00 | 164,308.88 | 130.71% |
| Grants | 263,550.00 | 26,057.34 | 275,198.58 | 104.41% |
| Airport Police Services | 1,376,500.00 | 110,457.00 | 1,104,570.00 | 80.24% |
| Current Services | 229,200.00 | 14,813.68 | 212,979.76 | 92.92% |
| Total Revenue | <u>4,877,200.00</u> | <u>432,483.37</u> | <u>4,691,507.29</u> | <u>96.19%</u> |
| Expenditures | | | | |
| Council | 32,200.00 | 511.03 | 20,921.25 | 64.97% |
| City Clerk | 455,470.00 | 25,652.76 | 321,338.61 | 70.55% |
| City Manager | 318,300.00 | 22,470.85 | 285,642.74 | 89.74% |
| Finance | 362,052.39 | 26,839.56 | 297,364.61 | 82.13% |
| Legal | 153,300.00 | 2,258.50 | 79,831.34 | 52.07% |
| Planning & Building Regulation | 146,400.00 | 5,574.48 | 152,355.42 | 104.06% |
| Government Buildings | 19,100.00 | 7,647.56 | 11,039.57 | 57.79% |
| Non-Departmental | 42,700.00 | 229.00 | 32,537.57 | 76.20% |
| Police | 2,623,800.00 | 200,398.85 | 2,264,850.72 | 86.31% |
| Fire/Animal Control | 227,600.00 | 0.00 | 170,636.25 | 74.97% |
| Public Works/Streets | 316,830.00 | 32,287.70 | 240,002.93 | 75.75% |
| Parks/Recreation | 43,500.00 | 6,703.26 | 36,608.11 | 84.15% |
| Total Expenditures | <u>4,741,252.39</u> | <u>330,573.55</u> | <u>3,913,129.12</u> | <u>82.53%</u> |
| Net Revenues | 135,947.61 | 101,909.82 | 778,378.17 | 572.55% |
| Other Financing Sources and Uses | | | | |
| Uses | | | | |
| Transfers Out to CIP | <u>(198,900.00)</u> | <u>0.00</u> | <u>(115,966.00)</u> | <u>58.30%</u> |
| Total Uses | <u>(198,900.00)</u> | <u>0.00</u> | <u>(115,966.00)</u> | <u>58.30%</u> |
| Total Other Financing Sources and Uses | <u>(198,900.00)</u> | <u>0.00</u> | <u>(115,966.00)</u> | <u>58.30%</u> |
| Net Revenues After Other Financing Sources and Uses | (62,952.39) | 101,909.82 | 662,412.17 | |

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

100 - General Fund
From 5/1/2024 Through 5/31/2024

| | | FY 2024 Budget - Revised | May 2024 Actual | FY 2024 YTD Actual | Percent Collected/Used |
|--|-------|-----------------------------|--------------------|-----------------------|---------------------------|
| Revenue | | | | | |
| Non Department Specific | 000 | | | | |
| P/T-Secured | 41110 | 531,000.00 | 0.00 | 560,193.93 | 105.49% |
| P/T-Unsecured | 41120 | 26,900.00 | 0.00 | 26,962.16 | 100.23% |
| P/T-Prior Secured | 41130 | 6,100.00 | 0.00 | 7,518.04 | 123.24% |
| Prior Unsecured | 41140 | 100.00 | 0.00 | 0.00 | 0.00% |
| P/T-Unitary Tax | 41150 | 10,000.00 | 0.00 | 11,593.11 | 115.93% |
| P/T-Supplemental Roll (SB813) | 41160 | 12,200.00 | 0.00 | 12,461.39 | 102.14% |
| Property Tax - VLF | 41170 | 183,000.00 | 0.00 | 190,317.00 | 103.99% |
| Prop Tax-Interest/Penalty | 41180 | 800.00 | 0.00 | 1,551.83 | 193.97% |
| Sales Tax | 42210 | 470,000.00 | 39,780.43 | 410,148.89 | 87.26% |
| Sales Tax - 145 (Measure S-1%) | 42220 | 562,000.00 | 45,164.25 | 525,396.36 | 93.48% |
| Sales Tax -409 (Measure R 1/2%) | 42221 | 281,000.00 | 22,451.22 | 261,549.65 | 93.07% |
| Cannabis Tax | 42222 | 99,000.00 | 14,243.93 | 104,015.53 | 105.06% |
| Cannabis Tax-Delinquent | 42223 | 10,000.00 | 0.00 | 4,000.00 | 40.00% |
| Transient Occupancy Tax | 42230 | 190,000.00 | 3,972.24 | 188,758.15 | 99.34% |
| Property Transfer Tax | 42250 | 8,150.00 | 808.50 | 10,742.88 | 131.81% |
| Sewer Impact | 42290 | 15,000.00 | 0.00 | 21,650.14 | 144.33% |
| Business Licenses | 42310 | 210,000.00 | 115,124.71 | 328,598.75 | 156.47% |
| Gas Franchises | 42761 | 8,000.00 | 0.00 | 8,206.82 | 102.58% |
| Electric Franchises | 42762 | 21,500.00 | 0.00 | 21,915.74 | 101.93% |
| Garbage Franchises | 42763 | 100,000.00 | 27,130.06 | 104,015.19 | 104.01% |
| Cable Tv Franchises | 42764 | 26,000.00 | 6,190.45 | 24,903.00 | 95.78% |
| Water Franchises | 42765 | 23,000.00 | 0.00 | 24,938.82 | 108.42% |
| SB1186 Disability Access Fund | 43311 | 1,000.00 | 180.00 | 668.44 | 66.84% |
| SB1473 Environmental Assessment Fee | 43312 | 100.00 | 4.00 | 96.80 | 96.80% |
| Building Permits | 43320 | 40,000.00 | 2,626.44 | 38,471.92 | 96.17% |
| Cannabis Business Permit | 43325 | 10,000.00 | 0.00 | 0.00 | 0.00% |
| Plan Check Fees | 43330 | 17,000.00 | 505.84 | 19,556.81 | 115.04% |
| Street Opening Permits Fees | 43340 | 5,000.00 | 250.00 | 4,950.00 | 99.00% |
| Plumbing Permits | 43350 | 1,600.00 | 0.00 | 1,875.00 | 117.18% |
| Electrical Permits | 43360 | 1,600.00 | 125.00 | 875.00 | 54.68% |
| Other Licenses/Permits | 43390 | 1,000.00 | 0.00 | 0.00 | 0.00% |
| Fines & Forfeitures | 45000 | 1,700.00 | 65.28 | 1,875.16 | 110.30% |
| Vehicle Code Fines | 45510 | 3,500.00 | 775.00 | 2,964.00 | 84.68% |
| Parking and Admin Fines | 45512 | 7,000.00 | 1,758.00 | 14,348.00 | 204.97% |
| Interest Earned | 46100 | 120,000.00 | 0.00 | 145,603.68 | 121.33% |
| Interest Earned-PARS | 46101 | 2,500.00 | 0.00 | 14,383.12 | 575.32% |
| Rental Income - Garden Center | 46815 | 36,000.00 | 3,000.00 | 31,000.00 | 86.11% |
| Rental Income - Airport RV | 46816 | 35,000.00 | 4,092.50 | 43,778.47 | 125.08% |
| Rental Income - PW Bldg (CHC Enterprise) | 46817 | 24,000.00 | 0.00 | 12,000.00 | 50.00% |
| HOPTR | 47130 | 1,200.00 | 0.00 | 1,030.63 | 85.88% |
| Vehicle License Collection | 47140 | 0.00 | 0.00 | 1,963.78 | 0.00% |
| COPS | 47240 | 165,200.00 | 16,666.66 | 186,158.96 | 112.68% |
| AMBAG REAP Grant | 47241 | 20,980.00 | 0.00 | 20,980.25 | 100.00% |
| HCD LEAP Grant | 47242 | 18,300.00 | 7,170.00 | 25,396.50 | 138.77% |
| SB1383 Organics Recycling | 47243 | 9,000.00 | 0.00 | 4,957.78 | 55.08% |
| Prop 172 | 47750 | 25,000.00 | 1,220.68 | 16,665.31 | 66.66% |
| Wellness Program | 47760 | 7,500.00 | 0.00 | 7,500.00 | 100.00% |

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

100 - General Fund
From 5/1/2024 Through 5/31/2024

| | | FY 2024 Budget - Revised | May 2024 Actual | FY 2024 YTD Actual | Percent Collected/Used |
|--------------------------------------|-------|-----------------------------|--------------------|-----------------------|---------------------------|
| Police Grants & Other Reimbursements | 47780 | 6,250.00 | 0.00 | 5,982.87 | 95.72% |
| POST Reimbursements | 47781 | 5,500.00 | 1,000.00 | 7,556.91 | 137.39% |
| Grant Other Agencies | 47783 | 5,820.00 | 0.00 | 0.00 | 0.00% |
| Police Service Fees | 48210 | 1,000.00 | 225.00 | 1,432.00 | 143.20% |
| Police Services-Special Events | 48211 | 48,000.00 | 0.00 | 18,937.50 | 39.45% |
| Public Events | 48212 | 7,500.00 | 0.00 | 7,500.00 | 100.00% |
| Use Permits | 48805 | 20,000.00 | 6,510.00 | 33,720.89 | 168.60% |
| Maps/Publications | 48810 | 100.00 | 0.00 | 0.00 | 0.00% |
| Property Inspections | 48825 | 4,500.00 | 0.00 | 2,500.00 | 55.55% |
| Miscellaneous Revenue | 48840 | 50,000.00 | 36.18 | 57,111.68 | 114.22% |
| Rental - Park | 48910 | 3,100.00 | 950.00 | 4,999.22 | 161.26% |
| Miscellaneous Refunds | 48930 | 1,000.00 | 0.00 | 659.23 | 65.92% |
| Total Non Department Specific | | 3,500,700.00 | 322,026.37 | 3,586,937.29 | 102.46% |
| Police | 210 | | | | |
| Airport Police Services | 48220 | 1,376,500.00 | 110,457.00 | 1,104,570.00 | 80.24% |
| Total Police | | 1,376,500.00 | 110,457.00 | 1,104,570.00 | 80.24% |
| Total Revenue | | 4,877,200.00 | 432,483.37 | 4,691,507.29 | 96.19% |

Expense

| | | | | | |
|----------------------------------|-------|------------|-----------|------------|---------|
| Council | 110 | | | | |
| Council Member Stipend | 61115 | 7,500.00 | 0.00 | 6,250.00 | 83.33% |
| Medicare-ER | 61130 | 200.00 | 0.00 | 90.60 | 45.30% |
| Social Security-ER | 61131 | 500.00 | 0.00 | 387.50 | 77.50% |
| Unemployment Ins-Fed & State | 61132 | 100.00 | 0.00 | 37.50 | 37.50% |
| Dental Expense | 61135 | 7,450.00 | 511.03 | 4,973.78 | 66.76% |
| Materials/Supply | 62410 | 150.00 | 0.00 | 100.00 | 66.66% |
| Membership Dues-Professional Org | 64550 | 4,000.00 | 0.00 | 1,916.18 | 47.90% |
| Strategic Planning | 64570 | 5,000.00 | 0.00 | 0.00 | 0.00% |
| Misc Expenses | 64580 | 1,000.00 | 0.00 | 924.83 | 92.48% |
| Travel Expenses | 64610 | 6,300.00 | 0.00 | 6,240.86 | 99.06% |
| Total Council | | 32,200.00 | 511.03 | 20,921.25 | 64.97% |
| City Clerk | 111 | | | | |
| Payroll | 61105 | 149,600.00 | 10,535.00 | 120,439.93 | 80.50% |
| Overtime | 61110 | 20,000.00 | 855.57 | 6,844.82 | 34.22% |
| PERS UAL | 61124 | 36,900.00 | 0.00 | 36,879.00 | 99.94% |
| PERS Retirement | 61125 | 13,800.00 | 830.53 | 10,402.12 | 75.37% |
| Medicare-ER | 61130 | 2,200.00 | 165.16 | 1,842.73 | 83.76% |
| Unemployment Ins-Fed & State | 61132 | 200.00 | 22.14 | 106.14 | 53.07% |
| Dental Expense | 61135 | 3,200.00 | 513.56 | 2,166.04 | 67.68% |
| Health Insurance | 61140 | 60,500.00 | 2,723.75 | 39,709.08 | 65.63% |
| Health Insurance -Retiree | 61141 | 1,800.00 | 0.00 | 0.00 | 0.00% |
| Vision Ins | 61145 | 500.00 | 27.89 | 323.30 | 64.66% |
| Workers Comp and EAP | 61150 | 9,100.00 | 0.00 | 9,337.48 | 102.60% |
| Wellness Program | 61155 | 1,000.00 | 0.00 | 1,108.66 | 110.86% |
| Materials/Supply | 62410 | 16,300.00 | 2,791.35 | 5,500.52 | 33.74% |
| Office Supplies | 62430 | 11,200.00 | 665.80 | 5,901.57 | 52.69% |
| Repair/Maintenance | 63505 | 1,000.00 | 1,141.24 | 1,738.47 | 173.84% |
| Other Outside Services | 63508 | 3,000.00 | 397.84 | 5,081.76 | 169.39% |
| Shredding Services | 63509 | 1,000.00 | 0.00 | 873.57 | 87.35% |
| Telephone | 63530 | 7,700.00 | 266.34 | 5,477.34 | 71.13% |
| Website Design & Maintenance | 63535 | 3,800.00 | 0.00 | 0.00 | 0.00% |

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

100 - General Fund
From 5/1/2024 Through 5/31/2024

| | | FY 2024 Budget - Revised | May 2024 Actual | FY 2024 YTD Actual | Percent Collected/Used |
|--------------------------------------|-------|-----------------------------|--------------------|-----------------------|---------------------------|
| Postage / Shipping | 63540 | 3,000.00 | 209.10 | 1,996.55 | 66.55% |
| Training | 63605 | 5,000.00 | 21.08 | 1,345.67 | 26.91% |
| Insurance-Liability | 63620 | 17,370.00 | 0.00 | 17,369.57 | 99.99% |
| Insurance-Property | 63621 | 1,300.00 | 0.00 | 1,264.14 | 97.24% |
| Contract Services - IT | 63635 | 7,800.00 | 1,212.50 | 12,762.50 | 163.62% |
| HR Services-RGS | 63652 | 31,500.00 | 0.00 | 0.00 | 0.00% |
| Temporary Assistance | 63657 | 10,000.00 | 0.00 | 6,514.20 | 65.14% |
| Software/Server Subscription | 64310 | 10,000.00 | 0.00 | 11,625.27 | 116.25% |
| Agenda Management System | 64315 | 5,000.00 | 0.00 | 4,920.00 | 98.40% |
| Document Management System | 64316 | 1,500.00 | 0.00 | 437.50 | 29.16% |
| Municipal Code Service | 64320 | 10,000.00 | 0.00 | 1,097.25 | 10.97% |
| Membership Dues-Professional Org | 64550 | 3,200.00 | 0.00 | 285.00 | 8.90% |
| Membership Dues-Government Agency | 64552 | 1,300.00 | 0.00 | 650.00 | 50.00% |
| Printing / Publications | 64575 | 2,000.00 | 1,166.66 | 3,137.08 | 156.85% |
| Misc Expenses | 64580 | 0.00 | 0.00 | 1,316.96 | 0.00% |
| Travel Expenses | 64610 | 700.00 | 0.00 | 602.35 | 86.05% |
| Furniture & Equipment | 66300 | 3,000.00 | 2,107.25 | 2,282.04 | 76.06% |
| Total City Clerk | | 455,470.00 | 25,652.76 | 321,338.61 | 70.55% |
| City Manager | 120 | | | | |
| Payroll | 61105 | 202,100.00 | 15,548.80 | 181,623.84 | 89.86% |
| PERS UAL | 61124 | 1,000.00 | 0.00 | 0.00 | 0.00% |
| PERS Retirement | 61125 | 14,800.00 | 1,117.34 | 10,298.88 | 69.58% |
| Medicare-ER | 61130 | 2,800.00 | 225.46 | 2,678.67 | 95.66% |
| Unemployment Ins-Fed & State | 61132 | 100.00 | 0.00 | 42.00 | 42.00% |
| Dental Expense | 61135 | 1,600.00 | 193.29 | 2,126.19 | 132.88% |
| Health Insurance | 61140 | 30,200.00 | 3,417.10 | 35,807.36 | 118.56% |
| Vision Ins | 61145 | 200.00 | 0.00 | 118.40 | 59.20% |
| Workers Comp and EAP | 61150 | 11,700.00 | 0.00 | 11,802.74 | 100.87% |
| Wellness Program | 61155 | 500.00 | 0.00 | 0.00 | 0.00% |
| Admin Leave | 61175 | 0.00 | 0.00 | 3,109.76 | 0.00% |
| Auto Allowance | 61180 | 5,400.00 | 415.40 | 4,777.06 | 88.46% |
| Office Supplies | 62430 | 1,500.00 | 117.98 | 759.29 | 50.61% |
| Insurance-Liability | 63620 | 22,405.00 | 0.00 | 22,402.12 | 99.98% |
| Insurance-Property | 63621 | 1,645.00 | 0.00 | 1,629.24 | 99.04% |
| Membership Dues-Professional Org | 64550 | 2,800.00 | 1,255.00 | 1,555.00 | 55.53% |
| Membership Dues-Government Agency | 64552 | 0.00 | 0.00 | 300.00 | 0.00% |
| Books and Periodicals | 64565 | 300.00 | 0.00 | 0.00 | 0.00% |
| Travel Expenses | 64610 | 8,000.00 | 180.48 | 4,237.19 | 52.96% |
| Contingency | 66905 | 11,250.00 | 0.00 | 2,375.00 | 21.11% |
| Total City Manager | | 318,300.00 | 22,470.85 | 285,642.74 | 89.74% |
| Finance | 130 | | | | |
| ADP Payroll Fees | 62310 | 8,000.00 | 605.45 | 7,717.24 | 96.46% |
| Bank Service Charges | 62320 | 6,000.00 | 0.00 | 4,064.74 | 67.74% |
| Grant Writing Services | 62327 | 24,800.00 | 0.00 | 4,458.00 | 17.97% |
| Accounting Software | 62431 | 12,852.39 | 0.00 | 12,646.14 | 98.39% |
| Audit-Finance | 63625 | 34,800.00 | 0.00 | 33,900.00 | 97.41% |
| Audit -Sales Tax | 63626 | 5,000.00 | 558.05 | 558.05 | 11.16% |
| Actuarial Services | 63627 | 4,500.00 | 0.00 | 1,200.00 | 26.66% |
| Accounting Services-RGS | 63645 | 266,100.00 | 25,676.06 | 232,820.44 | 87.49% |

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

100 - General Fund
From 5/1/2024 Through 5/31/2024

| | | FY 2024 Budget - Revised | May 2024 Actual | FY 2024 YTD Actual | Percent Collected/Used |
|--|-------|-----------------------------|--------------------|-----------------------|---------------------------|
| Total Finance | | <u>362,052.39</u> | <u>26,839.56</u> | <u>297,364.61</u> | <u>82.13%</u> |
| Legal | 150 | | | | |
| Legal Services | 63650 | 150,000.00 | 2,258.50 | 74,553.79 | 49.70% |
| Legal Advert | 64560 | 2,300.00 | 0.00 | 4,817.61 | 209.46% |
| Misc Expenses | 64580 | <u>1,000.00</u> | <u>0.00</u> | <u>459.94</u> | <u>45.99%</u> |
| Total Legal | | 153,300.00 | 2,258.50 | 79,831.34 | 52.08% |
| Planning & Building Regulation | 160 | | | | |
| Economic Development Services | 63639 | 26,000.00 | 0.00 | 23,423.75 | 90.09% |
| Planning Services | 63640 | 48,000.00 | 0.00 | 53,487.50 | 111.43% |
| Contract Services - Housing Element | 63642 | 17,500.00 | 0.00 | 16,856.15 | 96.32% |
| Building Inspections Services | 63648 | 40,400.00 | 5,574.48 | 45,872.21 | 113.54% |
| Engineering Services | 63649 | 10,000.00 | 0.00 | 7,829.25 | 78.29% |
| Code Enforcement Services | 63656 | 1,000.00 | 0.00 | 1,660.00 | 166.00% |
| Travel Expenses | 64610 | <u>3,500.00</u> | <u>0.00</u> | <u>3,226.56</u> | <u>92.18%</u> |
| Total Planning & Building Regulation | | 146,400.00 | 5,574.48 | 152,355.42 | 104.07% |
| Government Buildings | 180 | | | | |
| Repair/Maintenance | 63505 | 15,100.00 | 6,788.56 | 7,134.57 | 47.24% |
| Other Outside Services | 63508 | 1,000.00 | 109.00 | 905.00 | 90.50% |
| Janitorial Services | 63660 | <u>3,000.00</u> | <u>750.00</u> | <u>3,000.00</u> | <u>100.00%</u> |
| Total Government Buildings | | 19,100.00 | 7,647.56 | 11,039.57 | 57.80% |
| Non-Departmental | 190 | | | | |
| Materials/Supply | 62410 | 5,800.00 | 111.66 | 222.90 | 3.84% |
| Telephone | 63530 | 1,000.00 | 0.00 | 0.00 | 0.00% |
| Insurance-Liability | 63620 | 12,830.00 | 0.00 | 12,829.74 | 99.99% |
| Insurance-Property | 63621 | 1,880.00 | 0.00 | 1,875.35 | 99.75% |
| Membership Dues-Professional Org | 64550 | 2,590.00 | 0.00 | 500.00 | 19.30% |
| Membership Dues-Non Profit Agency Contrib | 64551 | 11,800.00 | 0.00 | 11,679.00 | 98.97% |
| Membership Dues-Government Agency | 64552 | 5,500.00 | 0.00 | 5,131.68 | 93.30% |
| Misc Expenses | 64580 | 1,000.00 | 0.00 | 66.61 | 6.66% |
| S.M.I.P. | 64930 | 200.00 | 92.14 | 141.37 | 70.68% |
| SB 1473 | 64940 | <u>100.00</u> | <u>25.20</u> | <u>90.92</u> | <u>90.92%</u> |
| Total Non-Departmental | | 42,700.00 | 229.00 | 32,537.57 | 76.20% |
| Police | 210 | | | | |
| Payroll | 61105 | 1,036,000.00 | 71,864.60 | 860,662.29 | 83.07% |
| Overtime | 61110 | 140,000.00 | 9,689.58 | 123,020.23 | 87.87% |
| Overtime-DEA | 61111 | 0.00 | 4,259.50 | 4,259.50 | 0.00% |
| Reserves Payroll | 61120 | 95,000.00 | 7,283.56 | 84,810.25 | 89.27% |
| PERS UAL - After 06/30/18 | 61123 | 1,050.00 | 0.00 | 1,020.00 | 97.14% |
| PERS UAL | 61124 | 101,950.00 | 0.00 | 101,918.00 | 99.96% |
| PERS Retirement | 61125 | 136,500.00 | 9,879.52 | 118,426.23 | 86.75% |
| PERS 457 Expense | 61126 | 32,400.00 | 2,400.00 | 27,900.00 | 86.11% |
| Medicare-ER | 61130 | 15,700.00 | 1,372.59 | 15,938.45 | 101.51% |
| Social Security-ER | 61131 | 1,600.00 | 53.06 | 1,049.73 | 65.60% |
| Unemployment Ins-Fed & State | 61132 | 10,500.00 | 24.23 | 4,230.40 | 40.28% |
| Dental Expense | 61135 | 17,900.00 | 1,155.26 | 13,439.19 | 75.07% |
| Health Insurance | 61140 | 296,400.00 | 20,736.39 | 218,705.51 | 73.78% |
| Health Insurance -Retiree | 61141 | 2,000.00 | 157.00 | 1,691.00 | 84.55% |

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

100 - General Fund
From 5/1/2024 Through 5/31/2024

| | | FY 2024 Budget - Revised | May 2024 Actual | FY 2024 YTD Actual | Percent Collected/Used |
|---|-------|-----------------------------|--------------------|-----------------------|---------------------------|
| Vision Ins | 61145 | 2,900.00 | 216.87 | 2,495.42 | 86.04% |
| Workers Comp and EAP | 61150 | 172,400.00 | 0.00 | 173,311.44 | 100.52% |
| Wellness Program | 61155 | 5,300.00 | 576.93 | 576.93 | 10.88% |
| Uniform Allowance | 61160 | 10,000.00 | 0.00 | 6,750.00 | 67.50% |
| Materials/Supply | 62410 | 18,670.00 | 540.84 | 9,542.58 | 51.11% |
| Ammunition | 62420 | 5,000.00 | 0.00 | 3,905.89 | 78.11% |
| Body Armor Vests | 62422 | 12,150.00 | 0.00 | 12,142.15 | 99.93% |
| Office Supplies | 62430 | 5,000.00 | 0.00 | 3,368.95 | 67.37% |
| Auto Operations - Supplies / Equip | 62710 | 2,500.00 | 0.00 | 0.00 | 0.00% |
| Auto Operations - Fuel | 62720 | 30,000.00 | 2,881.27 | 32,780.23 | 109.26% |
| Repair/Maintenance | 63505 | 14,000.00 | 141.25 | 746.25 | 5.33% |
| Other Outside Services | 63508 | 0.00 | 314.77 | 4,858.75 | 0.00% |
| Shredding Services | 63509 | 1,000.00 | 0.00 | 702.14 | 70.21% |
| Telephone | 63530 | 14,000.00 | 209.10 | 15,906.20 | 113.61% |
| Internet | 63531 | 6,500.00 | 1,492.17 | 8,046.65 | 123.79% |
| Annual Maintenance-Records Management Software | 63537 | 6,020.00 | 0.00 | 6,277.79 | 104.28% |
| Annual Maintenance | 63538 | 3,400.00 | 0.00 | 0.00 | 0.00% |
| Annual Maintenance-MDT | 63539 | 3,300.00 | 0.00 | 0.00 | 0.00% |
| Postage / Shipping | 63540 | 500.00 | 0.00 | 191.51 | 38.30% |
| Training | 63605 | 15,000.00 | 19.95 | 3,887.60 | 25.91% |
| Insurance-Liability | 63620 | 125,435.00 | 0.00 | 143,389.30 | 114.31% |
| Insurance-Property | 63621 | 10,075.00 | 0.00 | 10,065.45 | 99.90% |
| Audit-Finance | 63625 | 4,500.00 | 0.00 | 4,500.00 | 100.00% |
| Contract Services - IT | 63635 | 12,900.00 | 900.00 | 12,137.50 | 94.08% |
| Contract Services-Others | 63637 | 4,200.00 | 194.00 | 3,250.07 | 77.38% |
| HR Services-RGS | 63652 | 3,000.00 | 0.00 | 0.00 | 0.00% |
| Janitorial Services | 63660 | 3,000.00 | 250.00 | 2,500.00 | 83.33% |
| 911-Radio Dispatch | 63665 | 58,500.00 | 0.00 | 54,696.13 | 93.49% |
| 911-Inform MDT Terminal Service | 63666 | 1,500.00 | 0.00 | 716.00 | 47.73% |
| 911-Notification System | 63667 | 400.00 | 0.00 | 118.00 | 29.50% |
| 911-NGEN O&M | 63668 | 8,000.00 | 0.00 | 7,969.16 | 99.61% |
| 911-NGEN Debt | 63669 | 5,200.00 | 0.00 | 5,128.32 | 98.62% |
| Auto Repair/Maintenance | 63730 | 14,000.00 | 3,684.93 | 21,463.34 | 153.30% |
| Parking & Admin Citations Services | 63812 | 5,000.00 | 701.03 | 8,422.32 | 168.44% |
| Animal Regulation Fire | 63820 | 500.00 | 0.00 | 1,195.00 | 239.00% |
| Fund Jail & Prisoner | 63830 | 200.00 | 0.00 | 140.64 | 70.32% |
| ACJIS System | 63840 | 9,000.00 | 0.00 | 2,804.98 | 31.16% |
| Software/Server Subscription | 64310 | 14,000.00 | 0.00 | 16,040.34 | 114.57% |
| Computer Server | 64318 | 3,500.00 | 0.00 | 0.00 | 0.00% |
| Personnel Recruit & Pre-Employment | 64545 | 3,000.00 | 0.00 | 957.26 | 31.90% |
| Membership Dues-Professional Org | 64550 | 5,000.00 | 365.00 | 7,573.11 | 151.46% |
| Books and Periodicals | 64565 | 900.00 | 0.00 | 252.40 | 28.04% |
| Printing / Publications | 64575 | 3,000.00 | 1,166.67 | 2,245.88 | 74.86% |
| Misc Expenses | 64580 | 0.00 | 0.00 | 924.83 | 0.00% |
| Travel Expenses | 64610 | 13,000.00 | 0.00 | 7,897.93 | 60.75% |
| Principal-Motorola Lease-Cameras | 65104 | 21,350.00 | 0.00 | 21,319.32 | 99.85% |

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

100 - General Fund
From 5/1/2024 Through 5/31/2024

| | | FY 2024 Budget - Revised | May 2024 Actual | FY 2024 YTD Actual | Percent Collected/Used |
|------------------------------------|-------|-----------------------------|--------------------|-----------------------|---------------------------|
| Principal-Sunridge Records Mgmt | 65106 | 0.00 | 0.00 | 8,258.00 | 0.00% |
| Interest-Sunridge Records Mgmt | 65107 | 0.00 | 0.00 | 455.40 | 0.00% |
| Vehicle Replacement | 66735 | 80,000.00 | 57,868.78 | 57,868.78 | 72.33% |
| Total Police | | 2,623,800.00 | 200,398.85 | 2,264,850.72 | 86.32% |
| Fire/Animal Control | 220 | | | | |
| Fire Seaside | 63810 | 227,600.00 | 0.00 | 170,636.25 | 74.97% |
| Total Fire/Animal Control | | 227,600.00 | 0.00 | 170,636.25 | 74.97% |
| Public Works/Streets | 311 | | | | |
| Payroll | 61105 | 83,600.00 | 10,547.25 | 78,049.65 | 93.36% |
| Overtime | 61110 | 3,000.00 | 0.00 | 0.00 | 0.00% |
| PERS UAL | 61124 | 1,000.00 | 0.00 | 0.00 | 0.00% |
| PERS Retirement | 61125 | 6,500.00 | 524.35 | 5,860.52 | 90.16% |
| Medicare-ER | 61130 | 1,300.00 | 152.94 | 1,131.75 | 87.05% |
| Unemployment Ins-Fed & State | 61132 | 100.00 | 0.00 | 42.01 | 42.01% |
| Dental Expense | 61135 | 1,600.00 | 126.98 | 1,396.78 | 87.29% |
| Health Insurance | 61140 | 30,300.00 | 2,628.54 | 27,544.14 | 90.90% |
| Vision Ins | 61145 | 300.00 | 16.51 | 198.12 | 66.04% |
| Workers Comp and EAP | 61150 | 5,200.00 | 0.00 | 5,317.74 | 102.26% |
| Wellness Program | 61155 | 600.00 | 0.00 | 576.93 | 96.15% |
| Materials/Supply | 62410 | 16,500.00 | 785.61 | 5,144.45 | 31.17% |
| Office Supplies | 62430 | 1,500.00 | 0.00 | 637.67 | 42.51% |
| Auto Operations - Supplies / Equip | 62710 | 2,500.00 | 0.00 | 645.97 | 25.83% |
| Auto Operations - Fuel | 62720 | 6,000.00 | 167.01 | 5,238.14 | 87.30% |
| Repair/Maintenance | 63505 | 38,260.00 | 250.00 | 13,269.40 | 34.68% |
| Other Outside Services | 63508 | 1,000.00 | 0.00 | 440.00 | 44.00% |
| Gabilan Crew | 63515 | 5,000.00 | 0.00 | 2,702.00 | 54.04% |
| Utilities - PG&E | 63520 | 20,000.00 | 2,557.58 | 24,199.70 | 120.99% |
| Utilities - Water | 63525 | 5,000.00 | 452.18 | 4,925.14 | 98.50% |
| Telephone | 63530 | 300.00 | 0.00 | 120.72 | 40.24% |
| Training | 63605 | 5,000.00 | 0.00 | 714.00 | 14.28% |
| Insurance-Liability | 63620 | 10,660.00 | 0.00 | 10,658.17 | 99.98% |
| Insurance-Property | 63621 | 780.00 | 0.00 | 775.50 | 99.42% |
| Insurance-Vehicles | 63622 | 4,500.00 | 0.00 | 4,267.00 | 94.82% |
| Organic Waste Regs Services | 63654 | 9,000.00 | 4,500.00 | 6,126.00 | 68.06% |
| Auto Repair/Maintenance | 63730 | 8,300.00 | 308.08 | 2,810.91 | 33.86% |
| Printing / Publications | 64575 | 1,250.00 | 1,166.67 | 1,937.53 | 155.00% |
| Storm Water Project - Phase 4 | 64920 | 23,000.00 | 8,104.00 | 15,171.00 | 65.96% |
| Equipment | 66302 | 21,000.00 | 0.00 | 20,101.99 | 95.72% |
| Contingency | 66905 | 3,780.00 | 0.00 | 0.00 | 0.00% |
| Total Public Works/Streets | | 316,830.00 | 32,287.70 | 240,002.93 | 75.75% |
| Parks/Recreation | 411 | | | | |
| Materials/Supply | 62410 | 15,400.00 | 28.83 | 9,500.03 | 61.68% |
| Office Supplies | 62430 | 0.00 | 0.00 | 68.19 | 0.00% |
| Repair/Maintenance | 63505 | 25,000.00 | 6,400.00 | 24,037.00 | 96.14% |
| Utilities - Water | 63525 | 3,000.00 | 274.43 | 2,933.04 | 97.76% |
| Travel Expenses | 64610 | 100.00 | 0.00 | 69.85 | 69.85% |
| Total Parks/Recreation | | 43,500.00 | 6,703.26 | 36,608.11 | 84.16% |
| Total Expense | | 4,741,252.39 | 330,573.55 | 3,913,129.12 | 82.53% |

Other Financing Sources and Uses

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

100 - General Fund
 From 5/1/2024 Through 5/31/2024

| | | <u>FY 2024 Budget - Revised</u> | <u>May 2024 Actual</u> | <u>FY 2024 YTD Actual</u> | <u>Percent Collected/Used</u> |
|---|-------|-------------------------------------|----------------------------|-------------------------------|-----------------------------------|
| Non Department Specific | 000 | | | | |
| Transfers Out to CIP | 81003 | (198,900.00) | 0.00 | (115,966.00) | 58.30% |
| Total Non Department Specific | | (198,900.00) | 0.00 | (115,966.00) | 58.30% |
| Total Other Financing Sources and Uses | | (198,900.00) | 0.00 | (115,966.00) | 58.30% |
| Excess(Deficit) of Revenue Over Expenditures | | (62,952.39) | 101,909.82 | 662,412.17 | |

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

210 - Gas Tax Fund
 From 5/1/2024 Through 5/31/2024

| | | FY 2024 Budget - Revised | May 2024 Actual | FY 2024 YTD Actual | Percent Collected/Used |
|--|-------|-----------------------------|------------------------|-------------------------|---------------------------|
| Revenue | | | | | |
| Non Department Specific | 000 | | | | |
| Gas Tax 2103 | 47010 | 14,600.00 | 956.70 | 12,974.96 | 88.86% |
| Gas Tax 2105 | 47020 | 10,000.00 | 724.20 | 8,653.39 | 86.53% |
| Gas Tax 2106 | 47030 | 9,000.00 | 725.35 | 8,129.05 | 90.32% |
| Gas Tax 2107 | 47040 | 11,900.00 | 988.56 | 11,663.18 | 98.00% |
| Gas Tax 2107.5 | 47050 | <u>1,000.00</u> | <u>0.00</u> | <u>1,000.00</u> | <u>100.00%</u> |
| Total Non Department Specific | | <u>46,500.00</u> | <u>3,394.81</u> | <u>42,420.58</u> | <u>91.23%</u> |
| Total Revenue | | <u><u>46,500.00</u></u> | <u><u>3,394.81</u></u> | <u><u>42,420.58</u></u> | |
| Expense | | | | | |
| Public Works/Streets | 311 | | | | |
| Street Sweeping | 63510 | 10,000.00 | 0.00 | 4,215.60 | 42.15% |
| Street Lighting | 63910 | <u>15,000.00</u> | <u>0.00</u> | <u>1,951.39</u> | <u>13.00%</u> |
| Total Public Works/Streets | | <u>25,000.00</u> | <u>0.00</u> | <u>6,166.99</u> | <u>24.67%</u> |
| Total Expense | | <u><u>25,000.00</u></u> | <u><u>0.00</u></u> | <u><u>6,166.99</u></u> | <u><u>24.67%</u></u> |
| Excess(Deficit) of Revenue Over Expenditures | | 21,500.00 | 3,394.81 | 36,253.59 | |

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

211 - SB1 Fund-RMRA
 From 5/1/2024 Through 5/31/2024

| | | FY 2024 Budget - Revised | May 2024 Actual | FY 2024 YTD Actual | Percent Collected/Used |
|---|-------|-----------------------------|--------------------|-----------------------|---------------------------|
| Revenue | | | | | |
| Non Department Specific | 000 | | | | |
| SB 1 Funds | 47777 | 38,900.00 | 3,545.31 | 36,086.41 | 92.76% |
| Total Non Department Specific | | 38,900.00 | 3,545.31 | 36,086.41 | 92.77% |
| Total Revenue | | <u>38,900.00</u> | <u>3,545.31</u> | <u>36,086.41</u> | |
| Expense | | | | | |
| Curb Repair | 536 | | | | |
| Curb and Gutter Repair | 66327 | 20,000.00 | 0.00 | 0.00 | 0.00% |
| Total Curb Repair | | 20,000.00 | 0.00 | 0.00 | 0.00% |
| Saucito/Work Gutter & Curb | 537 | | | | |
| Curb and Gutter Repair | 66327 | 40,000.00 | 0.00 | 0.00 | 0.00% |
| Total Saucito/Work Gutter & Curb | | 40,000.00 | 0.00 | 0.00 | 0.00% |
| Via Verde Curb & Gutter Repair | 538 | | | | |
| Curb and Gutter Repair | 66327 | 90,000.00 | 0.00 | 13,195.00 | 14.66% |
| Total Via Verde Curb & Gutter Repair | | 90,000.00 | 0.00 | 13,195.00 | 14.66% |
| Total Expense | | <u>150,000.00</u> | <u>0.00</u> | <u>13,195.00</u> | <u>8.80%</u> |
| Excess(Deficit) of Revenue Over Expenditures | | (111,100.00) | 3,545.31 | 22,891.41 | |

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

212 - Measure X Fund
 From 5/1/2024 Through 5/31/2024

| | | FY 2024 Budget - Revised | May 2024 Actual | FY 2024 YTD Actual | Percent Collected/Used |
|--|-------|-----------------------------|--------------------|-----------------------|---------------------------|
| Revenue | | | | | |
| Non Department Specific | 000 | | | | |
| Measure X | 47775 | 94,400.00 | 0.00 | 75,905.27 | 80.40% |
| Total Non Department Specific | | 94,400.00 | 0.00 | 75,905.27 | 80.41% |
| Total Revenue | | <u>94,400.00</u> | <u>0.00</u> | <u>75,905.27</u> | |
| Expense | | | | | |
| Via Verde/Los Encinos Street Repair | 524 | | | | |
| Street Improvements | 66410 | 39,500.00 | 0.00 | 39,480.00 | 99.94% |
| Total Via Verde/Los Encinos Street Repair | | 39,500.00 | 0.00 | 39,480.00 | 99.95% |
| Angelus/Rosita Storm Drain Repair (Engineering) | 525 | | | | |
| Street Improvements | 66410 | 10,000.00 | 0.00 | 0.00 | 0.00% |
| Total Angelus/Rosita Storm Drain Repair (Engineering) | | 10,000.00 | 0.00 | 0.00 | 0.00% |
| Angelus/Rosita Storm Drain Repair (Construction) | 526 | | | | |
| Street Improvements | 66410 | 60,000.00 | 0.00 | 0.00 | 0.00% |
| Total Angelus/Rosita Storm Drain Repair (Construction) | | 60,000.00 | 0.00 | 0.00 | 0.00% |
| Debt Service - Measure X | 610 | | | | |
| Principal - Measure X Loan | 65103 | 80,400.00 | 0.00 | 60,463.41 | 75.20% |
| Interest - Measure X | 65203 | 14,000.00 | 0.00 | 15,441.86 | 110.29% |
| Total Debt Service - Measure X | | 94,400.00 | 0.00 | 75,905.27 | 80.41% |
| Total Expense | | <u>203,900.00</u> | <u>0.00</u> | <u>115,385.27</u> | <u>56.59%</u> |
| Excess(Deficit) of Revenue Over Expenditures | | (109,500.00) | 0.00 | (39,480.00) | |

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

221 - FORA Habitat Management Fund

From 5/1/2024 Through 5/31/2024

| | | <u>FY 2024 Budget - Revised</u> | <u>May 2024 Actual</u> | <u>FY 2024 YTD Actual</u> | <u>Percent Collected/Used</u> |
|---|-------|-------------------------------------|----------------------------|-------------------------------|-----------------------------------|
| Expense | | | | | |
| Planning & Building Regulation | 160 | | | | |
| Contract Services - Habitat Management Plan | 63646 | 34,536.50 | 0.00 | 6,983.50 | 20.22% |
| Total Planning & Building Regulation | | <u>34,536.50</u> | <u>0.00</u> | <u>6,983.50</u> | <u>20.22%</u> |
| Total Expense | | <u>34,536.50</u> | <u>0.00</u> | <u>6,983.50</u> | <u>20.22%</u> |
| Excess(Deficit) of Revenue Over Expenditures | | (34,536.50) | 0.00 | (6,983.50) | |

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

223 - ARPA Fund
 From 5/1/2024 Through 5/31/2024

| | | <u>FY 2024 Budget - Revised</u> | <u>May 2024 Actual</u> | <u>FY 2024 YTD Actual</u> | <u>Percent Collected/Used</u> |
|---|-------|-------------------------------------|----------------------------|-------------------------------|-----------------------------------|
| Expense | | | | | |
| Police | 210 | | | | |
| Mobile Data Terminals | 66305 | 5,998.17 | 0.00 | 465.55 | 7.76% |
| Portable Radios | 66306 | <u>2,589.89</u> | <u>0.00</u> | <u>2,548.26</u> | <u>98.39%</u> |
| Total Police | | 8,588.06 | 0.00 | 3,013.81 | |
| City Hall Parking Lot Imp | 527 | | | | |
| Parking Lot Improvements & Repairs | 66425 | 100,000.00 | 0.00 | 0.00 | 0.00% |
| Total City Hall Parking Lot Imp | | <u>100,000.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00%</u> |
| Total Expense | | <u>108,588.06</u> | <u>0.00</u> | <u>3,013.81</u> | <u>2.78%</u> |
| Excess(Deficit) of Revenue Over Expenditures | | (108,588.06) | 0.00 | (3,013.81) | |

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

231 - BSCC-Officer Wellness & Mental Health Grant

From 5/1/2024 Through 5/31/2024

| | | FY 2024 Budget - Revised | May 2024 Actual | FY 2024 YTD Actual | Percent Collected/Used |
|--|-------|-----------------------------|--------------------|-----------------------|---------------------------|
| Expense | | | | | |
| Police | 210 | | | | |
| Law Enforcement Wellness App | 64314 | 2,000.00 | 0.00 | 1,999.00 | 99.95% |
| Total Police | | 2,000.00 | 0.00 | 1,999.00 | 99.95% |
| Total Expense | | 2,000.00 | 0.00 | 1,999.00 | 99.95% |
| Excess(Deficit) of Revenue Over Expenditures | | (2,000.00) | 0.00 | (1,999.00) | |

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

235 - Asset Forfeitures
 From 5/1/2024 Through 5/31/2024

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

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

236 - Drug Enforcement Administration (DEA)

From 5/1/2024 Through 5/31/2024

| | | <u>FY 2024 Budget - Revised</u> | <u>May 2024 Actual</u> | <u>FY 2024 YTD Actual</u> | <u>Percent Collected/Used</u> |
|--|-------|-------------------------------------|----------------------------|-------------------------------|-----------------------------------|
| Revenue | | | | | |
| Police | 210 | | | | |
| DEA Reimbursements | 47782 | 44,000.00 | 0.00 | 24,804.32 | 56.37% |
| Total Police | | <u>44,000.00</u> | <u>0.00</u> | <u>24,804.32</u> | <u>56.37%</u> |
| Total Revenue | | <u><u>44,000.00</u></u> | <u><u>0.00</u></u> | <u><u>24,804.32</u></u> | <u><u>56.37%</u></u> |
| Expense | | | | | |
| Police | 210 | | | | |
| Overtime-DEA | 61111 | 44,000.00 | 1,696.46 | 21,024.02 | 47.78% |
| Total Police | | <u>44,000.00</u> | <u>1,696.46</u> | <u>21,024.02</u> | <u>47.78%</u> |
| Total Expense | | <u><u>44,000.00</u></u> | <u><u>1,696.46</u></u> | <u><u>21,024.02</u></u> | <u><u>47.78%</u></u> |
| Excess(Deficit) of Revenue Over Expenditures | | 0.00 | (1,696.46) | 3,780.30 | 0.00% |

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

242 - REAP Grant
 From 5/1/2024 Through 5/31/2024

| | | FY 2024 Budget - Revised | May 2024 Actual | FY 2024 YTD Actual | Percent Collected/Used |
|--|-------|-----------------------------|--------------------|-----------------------|---------------------------|
| Revenue | | | | | |
| Planning & Building Regulation | 160 | | | | |
| AMBAG REAP Grant | 47241 | 85,000.00 | 0.00 | 6,386.00 | 7.51% |
| Total Planning & Building Regulation | | 85,000.00 | 0.00 | 6,386.00 | 7.51% |
| Total Revenue | | <u>85,000.00</u> | <u>0.00</u> | <u>6,386.00</u> | |
| Expense | | | | | |
| Planning & Building Regulation | 160 | | | | |
| Planning Services | 63640 | 85,000.00 | 0.00 | 6,386.00 | 7.51% |
| Total Planning & Building Regulation | | 85,000.00 | 0.00 | 6,386.00 | 7.51% |
| Total Expense | | <u>85,000.00</u> | <u>0.00</u> | <u>6,386.00</u> | <u>7.51%</u> |
| Excess(Deficit) of Revenue Over Expenditures | | 0.00 | 0.00 | 0.00 | |

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

251 - Cal Fire Grant
 From 5/1/2024 Through 5/31/2024

| | | FY 2024 Budget - Revised | May 2024 Actual | FY 2024 YTD Actual | Percent Collected/Used |
|--|-------|-----------------------------|--------------------|-------------------------|---------------------------|
| Revenue | | | | | |
| Parks/Recreation | 411 | | | | |
| Cal Fire Grant | 47768 | 317,932.00 | 0.00 | 0.00 | 0.00% |
| Total Parks/Recreation | | <u>317,932.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00%</u> |
| Total Revenue | | <u><u>317,932.00</u></u> | <u><u>0.00</u></u> | <u><u>0.00</u></u> | |
| Expense | | | | | |
| Parks/Recreation | 411 | | | | |
| Tree Service | 63913 | 297,300.00 | 0.00 | 0.00 | 0.00% |
| Equipment | 66302 | 20,632.00 | 0.00 | 20,667.73 | 100.17% |
| Total Parks/Recreation | | <u>317,932.00</u> | <u>0.00</u> | <u>20,667.73</u> | <u>6.50%</u> |
| Total Expense | | <u><u>317,932.00</u></u> | <u><u>0.00</u></u> | <u><u>20,667.73</u></u> | <u><u>6.50%</u></u> |
| Excess(Deficit) of Revenue Over Expenditures | | 0.00 | 0.00 | (20,667.73) | |

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

301 - Capital Projects
From 5/1/2024 Through 5/31/2024

| | | FY 2024 Budget - Revised | May 2024 Actual | FY 2024 YTD Actual | Percent Collected/Used |
|---|-------|-----------------------------|--------------------|-----------------------|---------------------------|
| Expense | | | | | |
| Housing Element 6th Cycle | 532 | | | | |
| Housing Element Cost - 6th Cycle | 63638 | 138,900.00 | 0.00 | 138,900.00 | 100.00% |
| Total Housing Element 6th Cycle | | 138,900.00 | 0.00 | 138,900.00 | 100.00% |
| Vehicle Replacement | 533 | | | | |
| Vehicle Replacement | 66735 | 40,000.00 | 0.00 | 0.00 | 0.00% |
| Total Vehicle Replacement | | 40,000.00 | 0.00 | 0.00 | 0.00% |
| City Hall Facility Repairs & Upgrades | 541 | | | | |
| Repairs and Improvements | 66322 | 10,000.00 | 0.00 | 0.00 | 0.00% |
| Total City Hall Facility Repairs & Upgrades | | 10,000.00 | 0.00 | 0.00 | 0.00% |
| Council Chamber Technology Project | 542 | | | | |
| Technology Upgrades | 66323 | 10,000.00 | 0.00 | 0.00 | 0.00% |
| Total Council Chamber Technology Project | | 10,000.00 | 0.00 | 0.00 | 0.00% |
| Total Expense | | 198,900.00 | 0.00 | 138,900.00 | 69.83% |
| Other Financing Sources and Uses | | | | | |
| Housing Element 6th Cycle | 532 | | | | |
| Transfers In from GF | 82003 | 138,900.00 | 0.00 | 115,966.00 | 83.48% |
| Total Housing Element 6th Cycle | | 138,900.00 | 0.00 | 115,966.00 | 83.49% |
| Vehicle Replacement | 533 | | | | |
| Transfers In from GF | 82003 | 40,000.00 | 0.00 | 0.00 | 0.00% |
| Total Vehicle Replacement | | 40,000.00 | 0.00 | 0.00 | 0.00% |
| City Hall Facility Repairs & Upgrades | 541 | | | | |
| Transfers In from GF | 82003 | 10,000.00 | 0.00 | 0.00 | 0.00% |
| Total City Hall Facility Repairs & Upgrades | | 10,000.00 | 0.00 | 0.00 | 0.00% |
| Council Chamber Technology Project | 542 | | | | |
| Transfers In from GF | 82003 | 10,000.00 | 0.00 | 0.00 | 0.00% |
| Total Council Chamber Technology Project | | 10,000.00 | 0.00 | 0.00 | 0.00% |
| Total Other Financing Sources and Uses | | 198,900.00 | 0.00 | 115,966.00 | 58.30% |
| Excess(Deficit) of Revenue Over Expenditures | | 0.00 | 0.00 | (22,934.00) | |

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

321 - SBR Engineering Fund
 From 5/1/2024 Through 5/31/2024

| | | <u>FY 2024 Budget - Revised</u> | <u>May 2024 Actual</u> | <u>FY 2024 YTD Actual</u> | <u>Percent Collected/Used</u> |
|--|-------|-------------------------------------|----------------------------|-------------------------------|-----------------------------------|
| Expense | | | | | |
| SBR Engineering | 518 | | | | |
| Contract Services - Engineering | 63611 | <u>505,830.00</u> | <u>796.00</u> | <u>796.00</u> | <u>0.15%</u> |
| Total SBR Engineering | | <u>505,830.00</u> | <u>796.00</u> | <u>796.00</u> | <u>0.16%</u> |
| Total Expense | | <u>505,830.00</u> | <u>796.00</u> | <u>796.00</u> | <u>0.16%</u> |
| Excess(Deficit) of Revenue Over Expenditures | | (505,830.00) | (796.00) | (796.00) | |

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

323 - SBR Construction Fund
 From 5/1/2024 Through 5/31/2024

| | | FY 2024 Budget - Revised | May 2024 Actual | FY 2024 YTD Actual | Percent Collected/Used |
|---|-------|-----------------------------|--------------------|------------------------|---------------------------|
| Revenue | | | | | |
| Non Department Specific | 000 | | | | |
| FORA Contribution for SBR Construction | 47772 | 0.00 | 0.00 | 1,000.00 | 0.00% |
| Total Non Department Specific | | <u>0.00</u> | <u>0.00</u> | <u>1,000.00</u> | <u>0.00%</u> |
| Total Revenue | | <u><u>0.00</u></u> | <u><u>0.00</u></u> | <u><u>1,000.00</u></u> | <u><u>0.00%</u></u> |
| Excess(Deficit) of Revenue Over Expenditures | | 0.00 | 0.00 | 1,000.00 | |



FIRE DEPARTMENT

1635 Broadway Avenue
Seaside, CA 93955

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

June 5, 2024

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

Dear Mr. Guertin:

Enclosed is a copy of the response reports for the Seaside Fire Department response to Del Rey Oaks for the period of May 1, 2024 through May 31, 2024.

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

Incident #

| | | |
|-----------------|-----------------|-----------------|
| 240501-SEA01060 | 240514-SEA01171 | 240523-SEA01244 |
| 240504-SEA01087 | 240518-SEA01201 | 240524-SEA01257 |
| 240506-SEA01100 | 240520-SEA01218 | 240527-SEA01275 |
| 240506-SEA01103 | 240521-SEA01225 | 240531-SEA01307 |
| 240506-SEA01107 | 240522-SEA01232 | 240531-SEA01314 |

There are Fifteen (15) fire calls for the month of May. If you have any questions, please contact me.

Sincerely,

Paul Blaha
Deputy Fire Chief
CC: File

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

| Incident Date | Incident Number | Alarm Time | Arrival Time | Response Time (Minutes) | Incident Type Code | District | Street Or Highway Name | Priority |
|---------------|-----------------|-------------|--------------|-------------------------|--------------------|----------|------------------------|-------------------------------------|
| 5/1/2024 | 240501-SEA01060 | 9:03:50 AM | 9:09:35 AM | 5.75 | 324 | 29 | Canyon Del Rey | Emergent |
| 5/4/2024 | 240504-SEA01087 | 6:57:31 AM | 7:13:02 AM | 15.52 | 321 | 29 | Angelus | Non-Emergent |
| 5/6/2024 | 240506-SEA01100 | 1:16:24 PM | 1:23:49 PM | 7.42 | 321 | 29 | Paloma | Emergent Downgraded to Non-Emergent |
| 5/6/2024 | 240506-SEA01103 | 4:14:45 PM | 4:21:00 PM | 4.93 | 6111 | 29 | CANYON DEL REY | Non-Emergent |
| 5/6/2024 | 240506-SEA01107 | 8:42:30 PM | 8:47:37 PM | 5.12 | 321 | 29 | Los Encinos | Emergent |
| 5/14/2024 | 240514-SEA01171 | 5:44:12 PM | 5:50:09 PM | 5.25 | 321 | 29 | Los Encinos | Emergent |
| 5/18/2024 | 240518-SEA01201 | 8:06:45 AM | 8:13:01 AM | 5.80 | 321 | 29 | WORK | Emergent |
| 5/20/2024 | 240520-SEA01218 | 2:54:57 PM | 3:03:24 PM | 7.95 | 321 | 29 | Rosita | Emergent |
| 5/21/2024 | 240521-SEA01225 | 2:36:17 PM | 2:48:20 PM | 11.18 | 324 | 29 | Canyon Del Rey | Non-Emergent |
| 5/22/2024 | 240522-SEA01232 | 8:59:36 AM | 9:06:57 AM | 6.78 | 321 | 29 | Paloma | Emergent |
| 5/23/2024 | 240523-SEA01244 | 2:57:34 PM | 3:03:43 PM | 5.52 | 321 | 29 | Via Verde | Emergent |
| 5/24/2024 | 240524-SEA01257 | 8:31:33 PM | 8:37:28 PM | 5.40 | 321 | 29 | Canyon Del Rey | Emergent |
| 5/27/2024 | 240527-SEA01275 | 2:32:51 PM | 2:38:40 PM | 5.25 | 6111 | 29 | Canyon Del Rey | Non-Emergent |
| 5/31/2024 | 240531-SEA01307 | 10:33:05 AM | 10:39:41 AM | 6.60 | 622 | 29 | Calle Del Oaks | Non-Emergent |
| 5/31/2024 | 240531-SEA01314 | 5:01:20 PM | 5:07:27 PM | 5.02 | 324 | 29 | Canyon Del Rey | Emergent |

Total Calls 15

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



POLICE

DEL REY OAKS

City Council Report

May 2024

Chris Bourquin - Chief

| Case # | Date | Offense Code 1 | Offense Code Description | DRO | MPAD | OJ | Residential | Commercial |
|----------|------------|-------------------|-----------------------------|-----|------|----|-------------|------------|
| Case # | Date | Offense Code 1 | | | | | | |
| 24-104 | 05/01/2024 | ACN | Vehicle Accident Non Injury | X | | | | X |
| 24-105 | 05/02/2024 | ACN | Vehicle Accident Non Injury | X | | | | X |
| 24-106 | 05/02/2024 | DROMC 6.04.020 | Dog at large | X | | | X | |
| 24-107 | 05/04/2024 | 5150 W&I | | X | | | | X |
| 24-108 | 05/05/2024 | 594(A)(1) PC | Vandalism | X | | | | X |
| 24-109 | 05/06/2024 | Information Only | | X | | | | X |
| 24-110 | 05/06/2024 | 20002(A)(1) VC | Hit and Run | X | | | | X |
| 24-111 | 05/06/2024 | 602 PC | Trespass | X | | | | X |
| 24-112 | 05/08/2024 | 484(A) PC | Theft Shop Lift | X | | | | X |
| 24-113 | 05/08/2024 | 484(A) PC | Theft Shop Lift | X | | | | X |
| 24-114 | 05/10/2024 | Civil | | X | | | | X |
| 24-115 | 05/14/2024 | AOD | Outside Assist | | | X | | |
| 24-116 | 05/14/2024 | AOD | Outside Assist | | | X | | |
| 24-117 | 05/14/2024 | Towed Vehicle | | X | | | | X |
| 24-118 | 05/14/2024 | 11377(A) HS | Arrest/Possession | | | X | | |
| 24-119 | 05/15/2024 | 602 PC | Trespass | X | | | | X |
| 24-120 | 05/16/2024 | Information Only | | X | | | | X |
| 24-121 | 05/15/2024 | DROMC 6.04.020 | Dog at large | X | | | X | |
| 24-122 | 05/17/2024 | Towed Vehicle | | X | | | | X |
| 24-123 | 05/18/2024 | 530.5(A) PC | Obtain Credit card | X | | | | X |
| 24-124 | 05/19/2024 | 602 PC | Trespass | X | | | | X |
| 24-125 | 05/20/2024 | Information Only | | | | | | |
| 24-126 | 05/21/2024 | 602 PC | Trespass | X | | | | X |
| 24-127 | 05/21/2024 | 602 PC | Trespass | X | | | | X |
| 24-128 | 05/21/2024 | Information Only | | | | X | | X |
| 24-129 | 05/21/2024 | Found Property | | | X | | | X |
| 24-130 | 05/21/2024 | ACN | Vehicle Accident Non Injury | X | | | | X |
| 24-131 | 05/22/2024 | Medical Emergency | Medical | X | | | X | |
| 24-132 | 05/23/2024 | AOD | Outside Arrest | | | X | | |
| 24-133 | 05/27/2024 | 10851(A) VC | Theft of vehicle/Vandalism | X | | | | X |
| 24-134 | 05/28/2024 | Information Only | | X | | | | X |
| 24-135 | 05/29/2024 | Information Only | | X | | | X | |
| 24-136 | 05/30/2024 | 484(A) PC | Theft | X | | | | X |
| 24-137 | 05/31/2024 | 23152(A) VC | DUI | X | | | | X |
| 24-138 | 05/31/2024 | Information Only | | X | | | X | |
| 35 Cases | | | | | | | | |

| Calls for Service | |
|-------------------|------|
| Month | YTD |
| 312 | 1462 |

| Case Reports | |
|--------------|-----|
| Month | YTD |
| 35 | 138 |

| Alarms | | | | | |
|-------------|-----|------------|-----|------|-----|
| Residential | | Commercial | | MPAD | |
| Mo. | YTD | Mo. | YTD | Mo. | YTD |
| 1 | 5 | 5 | 25 | 4 | 20 |

| Citations | | | | | |
|-----------|-----|---------|-----|---------|-----|
| Moving | | Parking | | Warning | |
| Mo. | YTD | Mo. | YTD | Mo. | YTD |
| 16 | 32 | 77 | 181 | 44 | 100 |



Group A Offense Report

Printed On: 06/04/2024

Page 1 of 1

Item 3.

Beginning Date: 01/01/2024

Ending Date: 05/31/2024

Agency: All

| Offense | Reported in 2024 | Reported in 2023 | Percent Change | Offenses Cleared | Percent Cleared | Percent Of Category | Rate Per 100,000* |
|--|------------------|------------------|----------------|------------------|-----------------|---------------------|-------------------|
| Murder | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Negligent Manslaughter | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Justifiable Homicide | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Non-consensual Sex Offenses: | | | | | | | |
| Rape | 0 | 1 | -100.00% | 0 | 0.00% | 0.00% | NA |
| Sodomy | 0 | 1 | -100.00% | 0 | 0.00% | 0.00% | NA |
| Sexual Assault with Object | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Fondling | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Aggravated Assault | 2 | 2 | 0.00% | 1 | 50.00% | 33.33% | NA |
| Simple Assault | 1 | 1 | 0.00% | 0 | 0.00% | 16.67% | NA |
| Intimidation | 3 | 3 | 0.00% | 3 | 100.00% | 50.00% | NA |
| Kidnapping/Abduction | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Consensual Sex Offenses: | | | | | | | |
| Incest | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Statutory Rape | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Human Trafficking, Commercial Sex Acts | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Human Trafficking, Involuntary Servitude | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Crimes Against Persons Total | 6 | 8 | -25% | 4 | 66.67% | 18.75% | NA |
| Robbery | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Burglary/Breaking & Entering | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Larceny/Theft Offenses | 8 | 24 | -66.67% | 3 | 37.50% | 40.00% | NA |
| Motor Vehicle Theft | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Arson | 1 | 0 | NA | 1 | 100.00% | 5.00% | NA |
| Destruction Of Property | 5 | 3 | 66.67% | 3 | 60.00% | 25.00% | NA |
| Counterfeiting/Forgery | 1 | 0 | NA | 0 | 0.00% | 5.00% | NA |
| Fraud Offense | 4 | 6 | -33.33% | 0 | 0.00% | 20.00% | NA |
| Embezzlement | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Extortion/Blackmail | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Bribery | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Stolen Property Offenses | 1 | 1 | 0.00% | 1 | 100.00% | 5.00% | NA |
| Crimes Against Property Total | 20 | 34 | -41.18% | 8 | 40% | 62.5% | NA |
| Drug/Narcotic Violations | 2 | 4 | -50.00% | 1 | 50.00% | 33.33% | NA |
| Drug Equipment Violations | 0 | 3 | -100.00% | 0 | 0.00% | 0.00% | NA |
| Gambling Offenses | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Pornography/Obscene Material | 1 | 1 | 0.00% | 0 | 0.00% | 16.67% | NA |
| Prostitution | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Weapons Law Violation | 3 | 1 | 200.00% | 1 | 33.33% | 50.00% | NA |
| Animal Cruelty | 0 | 1 | -100.00% | 0 | 0.00% | 0.00% | NA |
| Crimes Against Society Total | 6 | 10 | -40% | 2 | 33.33% | 18.75% | NA |
| Total Group "A" Offenses | 32 | 52 | -38.46% | 14 | 43.75% | 100% | NA |

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



Group A Offense Report

Printed On: 06/04/2024

Beginning Date: 05/01/2024

Ending Date: 05/31/2024

Page 1 of 1

Item 3.

Agency: All

| Offense | Reported in 2024 | Reported in 2023 | Percent Change | Offenses Cleared | Percent Cleared | Percent Of Category | Rate Per 100,000* |
|--|------------------|------------------|----------------|------------------|-----------------|---------------------|-------------------|
| Murder | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Negligent Manslaughter | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Justifiable Homicide | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Non-consensual Sex Offenses: | | | | | | | |
| Rape | 0 | 1 | -100.00% | 0 | 0.00% | 0.00% | NA |
| Sodomy | 0 | 1 | -100.00% | 0 | 0.00% | 0.00% | NA |
| Sexual Assault with Object | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Fondling | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Aggravated Assault | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Simple Assault | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Intimidation | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Kidnapping/Abduction | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Consensual Sex Offenses: | | | | | | | |
| Incest | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Statutory Rape | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Human Trafficking, Commercial Sex Acts | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Human Trafficking, Involuntary Servitude | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Crimes Against Persons Total | 0 | 2 | -100% | 0 | 0.00% | 0.00% | NA |
| Robbery | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Burglary/Breaking & Entering | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Larceny/Theft Offenses | 0 | 2 | -100.00% | 0 | 0.00% | 0.00% | NA |
| Motor Vehicle Theft | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Arson | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Destruction Of Property | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Counterfeiting/Forgery | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Fraud Offense | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Embezzlement | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Extortion/Blackmail | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Bribery | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Stolen Property Offenses | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Crimes Against Property Total | 0 | 2 | -100% | 0 | 0.00% | 0.00% | NA |
| Drug/Narcotic Violations | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Drug Equipment Violations | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Gambling Offenses | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Pornography/Obscene Material | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Prostitution | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Weapons Law Violation | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Animal Cruelty | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Crimes Against Society Total | 0 | 0 | NA | 0 | 0.00% | 0.00% | NA |
| Total Group "A" Offenses | 0 | 4 | -100% | 0 | 0.00% | 0.00% | NA |

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



CITY OF DEL REY OAKS

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

TO: Honorable Mayor and Member of the City Council
FROM: John Guertin, City Manager
DATE: June 25, 2024
SUBJECT: Approve an Amended Resolution Adopting a List of Projects for FY 2024-25 Funded by SB1

RECOMMENDATION:

Adopt an amended resolution of the City of Del Rey Oaks “Adopting a List of Projects for FY 2024-25 funded by SB1: The Road Repair and Accountability Act of 2017.”

DISCUSSION:

The funding from SB1 will help the City of Del Rey Oaks maintain and rehabilitate streets and roads throughout the City this year and many similar projects into the future. In order to receive SB1 funding this amended resolution is required. A more in-depth description was required on an amended resolution.

FISCAL IMPACT:

The City of Del Rey Oaks will receive an estimate of \$40,359.00 in Road Maintenance and Repair funding in FY 2024-25 from SB1.

CONCLUSION:

Staff recommends that the Council adopt Amended Resolution 2024-03, to continue in the road repair and maintenance and rehabilitation throughout the City of Del Rey Oaks in 2024-25.

ATTACHMENTS:

- 1. Amended Resolution No.2024-03

Respectfully Submitted,

John Guertin
City Manager

**AMENDED
RESOLUTION NO. 2024-03**

**RESOLUTION ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2024-25 FUNDED BY
SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

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

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

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

WHEREAS, the City of Del Rey Oaks, will receive an estimated \$40,359.00 in RMRA funding in Fiscal Year 2024-25 from SB 1; and

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

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

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

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

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

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

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

1. The foregoing recitals are true and correct.
2. The following list of newly proposed projects will be funded in-part or solely with Fiscal Year 2024-25 Road Maintenance and Rehabilitation Account revenues:

Project Title: Angelus/Rosita Storm Road Drainage Repair
 Project Description: Full Reconstruction of Curb, Gutter and Storm Drains
 Project Location: Rosita Drive South of Intersection with Angelus Drive
 Estimated Project Schedule: Start (06/24)– Completion (08/24) based on the component being funded with RMRA funds

PASSED AND ADOPTED by the City Council of the City of Del Rey Oaks, State of California this 25th day of June 2024, by the following vote:

AYES:
 NOES:
 ABSENT:
 ABSTAIN:

Attest

Signed

 Karen Minami, City Clerk

 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

DATE: June 25, 2024

TO: Honorable Mayor and City Council

FROM: John Guertin, City Manager

SUBJECT: Conflict of Interest Code

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

Recommendation

That Council adopt the attached resolution amending the Conflict of Interest Code.

Background

The City is required to review the Conflict of Interest Code every 2 years for necessary revisions. The attached resolution incorporates revisions to certain job titles that have occurred over the past two years.

Summary & Discussion

The Political Reform Act requires the City to review its Conflict of Interest Code every two years. The Code includes a list of designated positions and disclosure responsibilities for each position subject to the Conflict of Interest Code for Designated Employees. Disclosure statements from designated positions are due each April and within 30 days of a person either assuming or leaving a designated position.

The attached Resolution amends the City’s Conflict of Interest Code to update the list of designated positions to reflect administrative changes, including title changes and positions added or deleted from the Table of Organization.

Fiscal Impacts

None

Recommended Action

Adopt the attached resolution amending the Conflict of Interest Code.

Respectfully Submitted,

John Guertin
City Manager

ATTACHMENTS:

- 1. Resolution No. 2024-06

RESOLUTION NO. 2024-06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS
REVIEWING THE CITY'S CONFLICT OF INTEREST CODE AND
FINDING THAT NO AMENDMENTS ARE REQUIRED

-o0o-

WHEREAS, the Political Reform Act, Government Code Section 81000 *et seq.*, requires state and local government agencies to adopt and promulgate conflict of interest codes;

WHEREAS, the California Fair Political Practices Commission has adopted a regulation, 2 Cal Code of Regulations Section 18730, which contains the terms of a standard conflict of interest code, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission, after public notice and hearings, to conform to amendments in the Political Reform Act;

WHEREAS, the City Council has previously adopted that conflict of interest code by reference, pursuant to Government Code Section 81000 *et seq.*, along with the attached Appendices A and B in which members and employees are designated and disclosure categories are set forth, as the "Conflict of Interest Code of the City of Del Rey Oaks" ("Conflict of Interest Code");

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

1. Adoption by Incorporation. The Political Reform Act of 1974, Government Code §81000 *et seq.*, requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission had adopted 2 California Code of Regulations §18730, which contains the terms of a standard model Conflict of interest Code, which may be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings. The City of Del Rey Oaks incorporates by reference 2 Cal. Code of Regs. §18730, and any amendments thereto duly adopted by the Fair Political Practices Commission.

2. Designated Positions and Disclosure Categories. The Conflict of Interest Code, along with the attached Appendix A and Appendix B in which members and employees are designated and disclosure categories are set forth, does constitute the Conflict of Interest Code of the City of Del Rey Oaks. Designated employees shall file their statements with the City which will make the statements available for public inspection and reproduction. (Government Code §81008). Statements for all designated employees will be retained by the City.

3. The Council hereby directs the City Clerk, in succeeding even-numbered years, to review the Conflict of Interest Code to determine if any revisions are required. If revisions are required, the necessary amendment shall be presented to the Council not later than October 1st of such year. If no revisions are required, the City Clerk shall submit a report to the Council stating that amendments to the Code are not required.

PASSED AND ADOPTED by the City Council of the City of Del Rey Oaks at a regular meeting duly held on June 25, 2024, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

Scott Donaldson, Mayor

ATTEST:

Karen Minami, City Clerk

APPENDIX A

| <u>Designated Position</u> | <u>Designated Category</u> |
|-------------------------------------|----------------------------|
| City Manager | 1 |
| City Council Member/Mayor | 1 |
| Planning Commissioner | 1 |
| City Clerk | 1 |
| Deputy City Clerk/Permit Clerk | 1 |
| Administrative Services Technician | 1 |
| Chief of Police | 1 |
| Police Officer – All ranks | 1 |
| Maintenance/Public Works Supervisor | 1 |
| Consultant* | 1 |

* CONSULTANTS: Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The City Manager may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements as described in Appendix B. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of the disclosure requirements. The City Manager’s determination is a public record and shall be retained for public inspection in the same manner and location as set forth in this Resolution.

NOTE: City Council Members, the City Manager, City Attorney, Planning Commission Members and all City Officials (including employees and consultants) who manage public investments shall not be considered designated positions herein so long as those individuals are required to file Disclosure Statements pursuant to Government Code Section 87200 et seq. or successors thereto.

APPENDIX B
DISCLOSURE CATEGORIES

Disclosure Category 1. All investments and business positions in business entities, sources of income including gifts, loans and travel payments, and interests in real property. (Form 700 and all schedules (A through E)).



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 25, 2024

TO: Honorable Mayor and City Council

FROM: John Guertin, City Manager

SUBJECT: Calling and providing for a General Municipal Election to be held in the City of Del Rey Oaks on Tuesday, November 5, 2024

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

Background

It is necessary for the City Council to call for an election to be held on November 5, 2024, for the purpose of electing successors to the term of office of Mayor which will expire in 2024 and City Council members which will expire in 2024. It is also incumbent upon the City Council to determine who will pay the costs of the candidates' statements and to fix the maximum number of words to be submitted on said statements.

It is desirable that the City election be consolidated with any other election to be held on the same date to take advantage of any possible reduction in election costs. It is also desirable that the Registrar of Voters of the County of Monterey administer the elections and all duties necessary.

Fiscal Impacts

Reduced fiscal impact when combined with other elections. The estimated cost of the election is approximately \$15,000 and is included in the FY 2024-25 Budget.

Recommended Action

Staff recommends that Council pass the attached City of Del Rey Oaks Resolution.

Attachments:

Resolution No. 2024-08

Respectfully Submitted,

John Guertin
 City Manager

RESOLUTION NO. 2024-08

RESOLUTION ORDERING AN ELECTION, REQUESTING THE COUNTY ELECTIONS DEPARTMENT TO CONDUCT THE ELECTION, AND REQUESTING CONSOLIDATION OF THE NOVEMBER 5, 2024 GENERAL MUNICIPAL ELECTION FOR THE CITY OF DEL REY OAKS

WHEREAS, pursuant to Elections Code Section 10002, the governing body of any city or district may by resolution request the Board of Supervisors of the county to permit the county elections official to render specified services to the city or district relating to the conduct of an election. The city or district shall reimburse the county in full for the services performed upon presentation of a bill to the City or district; and

WHEREAS, pursuant to Elections Code Section 10400, whenever two or more elections, including bond elections, of any legislative or congressional district, public district, city, county or other political subdivision are called to be held on the same day, in the same territory, or in territory that is in part the same, they may be consolidated upon the order of the governing body or bodies or officer or officers calling the elections; and

WHEREAS, pursuant to Elections Code Section 10403, whenever an election called by a district, city or other political subdivision for the submission of any question, proposition, or office to be filled is to be consolidated with a statewide election, and the question, proposition, or office to be filled is to appear upon the same ballot as that provided for that statewide election, the district, city or other political subdivision shall, at least 88 days prior to the date of the election, file with the board of supervisors, and a copy with the elections official, a resolution of its governing board requesting the consolidation, and setting forth the exact form of any question, proposition, or office to be voted upon at the election, as it is to appear on the ballot. Upon such request, the Board of Supervisors may order consolidation. The resolution requesting the consolidation shall be adopted and filed at the same time as the adoption of the ordinance, resolution, or order calling the election; and

WHEREAS, pursuant to Elections Code Section 13307, whenever an election called by a district, city, or other political subdivision has offices to be filled, it is required to fix and determine the number of words that a candidate may submit on the candidate's statement to be either 200 words and to determine if the candidate shall be responsible for the cost of the statement; and

WHEREAS, Elections Code Section 15651 requires the city to determine the means and manner in which a tie vote is to be resolved in the event that two or more persons receive an equal number of votes and the highest number of votes ("tie votes") for an office to be voted upon; and

WHEREAS, various district, county, state and other political subdivision elections may be or have been called to be held on November 5, 2024; and

NOW THEREFORE, BE IT RESOLVED AND ORDERED that the governing body of the City of Del Rey Oak hereby orders an election be called and consolidated with any and all elections also called to be held on **November 5, 2024** insofar as said elections are to be held in the same territory or in territory that is in part the same as the territory of the Board of Supervisors of the County of Monterey to order such consolidation under Elections Code Section 10401 and 10403.

BE IT FURTHER RESOLVED AND ORDERED that pursuant to Elections Code Section 10002 said governing body hereby requests the Board of Supervisors to permit the Monterey County Elections Department to provide any and all services necessary for conducting the election and agrees to pay for said services.

BE IT FURTHER RESOLVED AND ORDERED that the Monterey County Elections Department conduct the election for the purpose of electing three (3) Members to its Governing Body on the November 5, 2024 ballot.

RECITALS

SECTION I. The General Municipal Election for the year 2024 is hereby called and shall be held in Del Rey Oaks, under and by virtue of the provisions of Article 3 of California Elections Code, on the 5th day of November 2024, said date being the first Tuesday following the first Monday in November 2024.

SECTION II. The following officers of Del Rey Oaks shall be elected at said General Municipal Election, to wit:

- Mayor, one (1), for a term of two years.
- Councilmember, two (2), for a term of four years.

SECTION III. Nomination papers shall be filed with the Del Rey Oaks City Clerk's Office not later than 5:00 p.m. on Friday, August 09, 2024.

SECTION IV. Pursuant to the provisions of Section 13307 of the Elections Code of the State of California, the City Council has determined that candidates for office may file a written statement of qualifications with their nomination papers, said statement not to exceed 200 words in length, with those candidates filing said statements to pay the cost of such statement as determined by the Registrar of Voters.

SECTION V. The official ballot to be used at said election shall conform to the provisions of said City and the laws of the State of California with relation thereto.

SECTION VI. The City authorizes the Registrar of Voters to consolidate this election with any other election on November 5, 2024 for the convenience of the registered voters and to effectuate any cost savings by such consolidation.

SECTION VII. The County of Monterey Elections Department is hereby directed to publish such notices as are provided by law for the holding of the municipal election, which said notices shall be published in an adjudicated newspaper and circulated in the City of Del Rey Oaks and hereby designated for that purpose.

SECTION VIII. Said General Municipal Election shall be held and conducted, and the votes thereof canvassed, and the return thereof made, and the results thereof ascertained and determined as herein provided, and in all particulars not described by this Resolution, said General Municipal Election shall be held as provided by law for the holding of municipal elections in said City; and the Registrar of Voters of the County of Monterey is authorized to canvass the return and certify the results to said Council of Del Rey Oaks.

SECTION VIII. Pursuant to Section 6. That in the event of a tie vote (if any two or more persons receive an equal and the highest number of votes for an office) as certified by the County of Monterey Registrar of Voters, the City Council, in accordance with Election Code Section 15651(a), shall set a date and time and place and summon the candidates who have received the tie votes to appear and will determine the tie by lot.

SECTION VIII. The City Clerk shall enter the results into the record following receipt of the declared results in accordance with Elections Code Section 10264. The City Clerk shall sign and deliver to each person elected a certificate of election and administer the oath of office to each person elected. This Resolution shall be forthwith entered upon the minutes of this Council and kept and maintained by the City Clerk of Del Rey Oaks.

SECTION X. The City Clerk is hereby authorized and directed to certify the due adoption of this Resolution and to transmit a certified copy to the Elections Department and the Board of Supervisors of Monterey County.

PASSED AND APPROVED by City of Del Rey Oaks, this 25th day of June 2024 by the following vote:

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

Signed:

Scott Donaldson, Mayor

Attest:

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: June 25, 2024
TO: Honorable Mayor and City Council
FROM: John Guertin, City Manager
SUBJECT: Adopt a Resolution Approving Delegation of Authority to the City Manager for Executing Grant Documents for the Rosita Emergency Project

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

Discussion

In February 2024, the City was awarded \$543,400 in Federal Highway Administration Grant funds (Caltrans project LTP-DRO-001) for emergency road repairs on Rosita Road. In order to efficiently and effectively execute the various documents associated with the grant funding, the grant requires the City Council to delegate authority to execute all documents to the City Manager.

The attached resolution meets the requirements of the grant.

Fiscal Impacts

The City will receive \$543,400 in grant funds for the project. A match of \$74,100 is included in the FY 2024-25 CIP budget.

Recommended Action

Staff recommends that Council pass the attached City of Del Rey Oaks Resolution.

Attachments:

Resolution No. 2024-07

Respectfully Submitted,

John Guertin
City Manager

RESOLUTION NO. 2024-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS,
CALIFORNIA APPROVING DELEGATION OF AUTHORITY FOR EXECUTING
CALTRANS DOCUMENTS

-o0o-

WHEREAS, the City of Del Rey Oaks is eligible to received Federal and/or State funding for certain transportation projects through the California Department of Transportation (CalTrans); and

WHEREAS, Master Agreements, Program Supplemental Agreements, Cooperative Agreements, Right of Way Certifications, Fund Exchange Agreements, Project Certifications and/or Fund Transfer Agreements need to be execute with the California Department of Transportation before such funds can be claimed; and

WHEREAS, the City of Del Rey Oaks wishes to delegate authorization to execute these agreements, certifications and any amendments thereto the City Manager or his designee.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Del Rey Oaks that the City Manager or his designee is authorized to execute all Master Agreements, Program Supplement Agreements, Cooperative Agreements, Right of Way Certifications, Fund Exchange Agreements, Project Certification, Fund Transfer Agreements and any amendments thereto with the California Department of Transportation.

On motion by Council Member _____ and seconded by Council Member _____ the foregoing Resolution is herby adopted in its entirety on the following roll call vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

PASSED AND ADOPTED by the City Council of the City of Del Rey Oaks at a regular meeting duly held on June 25, 2024, by the following vote:

Scott Donaldson, Mayor

ATTEST:

Karen Minami, City Clerk



Staff Report

DATE: June 25, 2024

TO: Honorable Mayor and City Council

FROM: John Guertin, City Manager

SUBJECT: Resolution Placing a Measure on the November 5, 2024, General Election Ballot to Increase the City’s Transient Occupancy Tax Rate

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

Background

In 2018 when the City implemented the Short-term Rental Ordinance, Del Rey Oaks voters approved a 10% Transient Occupancy Tax (TOT). The tax is a general tax and revenues are retained and used as a General Fund revenue. The TOT currently generates about \$150,000 per year.

In November 2023, the Finance Committee discussed whether to pursue and options for an increase in the City’s TOT. On February 27, 2024, the City Council received a report and provided direction. As part of the discussions, the Committee and Council received a comparison of the City’s TOT rate versus other adopted rates for Monterey Bay region cities showing that Del Rey Oaks was among the lowest in the region.

TRANSIENT OCCUPANCY TAX BY CITY

| | |
|---------------------|------------|
| Carmel-by-the-Sea | 10% |
| Del Rey Oaks | 10% |
| Monterey | 12% |
| Pacific Grove | 12% |
| Seaside | 12% |
| Sand City | 12% |
| Capitola | 12% |
| Santa Cruz | 12% |
| Watsonville | 12% |
| Marina | 14% |

The Council directed staff to bring forward for consideration a proposal for placement of a measure on the November 5, 2024 General Election ballot that would increase the City’s TOT.

Discussion

This report details the necessary steps required to place a TOT measure on the November 5, 2024 General Election ballot.

The proposed TOT rate increase is a general tax measure that requires approval by a simple majority (50% + 1 vote). If approved by voters, the additional revenue generated would be allocated to the

City's General Fund for general government purposes to maintain and protect essential City services such as public safety response, parks services, maintaining public infrastructure such as streets, sidewalks, parks and facilities.

Per the Revenue and Taxation Code, cities and counties may impose a "transient occupancy tax" ("TOT") on persons staying 30 days or less in hotels, motels and similar lodgings (i.e., short-term rentals). The tax is applied to a customer's rent paid for a room and not on the business that is doing the lodging. Taxes are remitted for all approved lodging operators in the City.

At the June 25, 2024 Council meeting, it is recommended that the City Council consider placing a TOT measure on the November 5, 2024 General Election ballot that would allow increases up to a maximum of 4% (from 10% to 14%) in the TOT rate. The "up to 4%" strategy is designed to allow the Council flexibility to set the rate by City ordinance and adjust it through an ordinance amendment process. This allows the City to act strategically going forward and adjust for market activity.

Should voters approve the measure, it is recommended that the initial TOT increase be set at 2% (from 10% to 12%) and that further increases be established based on economic evaluations that demonstrate any increase would have a favorable revenue outcome while not negatively impacting the industry.

Next Steps

To propose an increase of the TOT, the Council would need to adopt the resolution recommending an ordinance be put to the voters at the November 5, 2024 General Election. The Council must adopt the resolution by a 2/3rd vote per Government Code section 53724(b).

The resolution:

- calls a general election for putting forward the ballot measure;
- directs the city attorney to prepare an impartial analysis;
- establishes deadlines to receive arguments for and against along with rebuttal arguments; and otherwise direct staff to prepare any other appropriate documents.

Ballot Language

The State Elections Code Section 9051 requires that a ballot question not exceed 75 words. The proposed compliant ballot question is as follows:

"Shall the measure to protect city services including police and fire , parks, bicycle and pedestrian safety, roadways and storm drains, by increasing the Transient Occupancy Tax up to 4%, raising up to \$60,000 in additional yearly revenue the State cannot take away, and taxing rent charged to "hotel" guests, including by online travel and short-term rental companies, for transient occupancy, with annual independent audits, until ended by voters, be adopted?"

The revenue projection in the proposed ballot language is based on FY 2023-24 revenue projections. Obviously, based on the rate set by the Council, and market activity, the actual amount of revenue will differ.

Calling of an Election

As required by the State Elections Code, the City Council must adopt a resolution calling an election, requesting consolidation with the Presidential General Election and requesting the Registrar of Voters to provide election services. The attached resolution meets those requirements.

Impartial Analysis by the City Attorney

The State Elections Code Section 9280 authorizes the Council to direct the City Attorney to prepare an impartial analysis of the measure. This authorization is included in the attached resolution.

Ballot Arguments

State Elections Code Section 9282(b) provides for the filing of ballot measure arguments by the following: City Council or any member(s) of the Council authorized by the Council, any individual voter eligible to vote on the measure, bona fide association of citizens or any combination of voters and associations.

The City Council determines whether the Council or members of the Council authorized by the Council will draft the argument supporting the ballot measure or whether it will, instead, allow a third party to do so. The California Elections Code authorizes, but does not require, the City Council to write the argument in support of the ballot measure. If the City Council chooses to write the ballot argument, it should designate a maximum of three Council members to draft the argument. These designees would prepare and sign the argument and submit it to the City Clerk. Alternatively, the Council may designate the Mayor to sign on behalf of the entire Council. A total of five individuals and/or organizations may sign the ballot argument and the Council may designate which individuals or organization fill any available signature slots. If the City Council decides not to draft the argument itself, any registered voter or bona fide association of citizens may submit a proposed argument to the City Clerk. If the City Clerk receives multiple proposed arguments, the City Clerk shall select one of the arguments in adherence to Elections Code Section 9287.

The City's ballot measure resolution is due to the Registrar of Voters by August 9th; with arguments due by August 15th; and rebuttal arguments and impartial analysis due on August 22nd. In order to meet these deadlines, the resolution is being brought forward for Council action on the June 25, 2024 agenda to allow for the required 10-day public review period for arguments and the 10-day public review period for rebuttals that must be completed before submission of the required documents to the Registrar of Voters. As such, in accordance with Elections Code Section 9285(a) the City Clerk as the local Elections Official has set the following deadlines: adoption of the ballot resolution on **June 25, 2024**; arguments due by 5:00 p.m. to the City Clerk's office on **August 1, 2024**; rebuttals due by 5:00 p.m. to the City Clerk's office on **August 15, 2024**. The City Attorney shall draft an impartial analysis on the measure, which is also due on Friday, **August 15, 2024**.

Draft Amendment to the Del Rey Oaks Municipal Code Section 3.20.030

The proposed increase to the TOT requires an amendment to the City of Del Rey Oaks Municipal Code and voter approval. The rate change would not take effect unless and until approved by a vote of at least 50% plus one of the voters voting on the questions at the election.

The proposed amendment is as follows (with old language shown with ~~strike through~~, and new language shown in underline):

Sec. 3.20.030. - Tax imposed.

- A. For the privilege of occupancy in any hotel, each transient is subject to and shall pay a tax as imposed from time to time by City Council resolution in the amount of ten percent of the rent charged by an operator. Said tax shall be a percentage of the rent charged by an operator to an occupant. ~~in the amount of ten percent of the rent charged by the operator. Said tax shall be a percentage of the rent charged by the operator to an occupant.~~

- B. On and as of January 1, 2025, and continuing thereafter until further change by City Council resolution, the amount of the tax imposed is twelve percent of the rent charged by an operator. As approved by voters, any future changes in the amount of tax imposed may be made by City Council resolution up to a cap of fourteen percent of the rent charged by an operator.
- C. Said tax constitutes a debt owed by the transient to the city, which is extinguished only by payment to ~~the~~ an operator or to the city. The transient shall pay the tax to ~~the~~ an operator of the hotel ~~at the time when~~ the rent is paid. If the rent is paid in installments, a proportionate share of the tax shall be paid with each installment. The unpaid tax shall be due upon the transient's ceasing to occupy space in the hotel. If for any reason the tax due is not paid to ~~the~~ an operator of the hotel, the tax collector may require that such tax shall be paid directly to the tax collector.

Fiscal Impacts

As noted previously, the current TOT rate of 10% generates slightly more than \$150,000 per year. It bears noting that the revenue figures cited are based on normally stable economic times and is a new level of TOT revenue for the city. Additionally, the City recently adopted an amendment to the Short-term Rental Ordinance that implemented a cap of 25 unhosted units in the city. The cap will keep the number of STR units in the city at current levels, meaning that TOT revenues will only increase relative to increases in rental rates.

Based on current projections, it is estimated that a 2 – 4% increase in the TOT rate would generate between \$30,000 and \$60,000 annually in additional revenue.

The estimated cost of the November 2024 election including this potential ballot measure and the 3 vacant seats on the City Council is approximately \$15,000. The costs are included in the FY 2024-25 Budget.

ATTACHMENTS:

- Resolution 2024-09

Respectfully Submitted,

John Guertin
City Manager

RESOLUTION 2024-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS SUBMITTING A MEASURE TO THE VOTERS AT THE GENERAL MUNICIPAL ELECTION ON NOVEMBER 5, 2024, TO ADOPT AN ORDINANCE TO AMEND TITLE 3 OF THE DEL REY OAKS MUNICIPAL CODE TO INCREASE THE CITY'S TRANSIENT OCCUPANCY TAX

RECITALS

A. Pursuant to Section 3.20.030 of Title 3 of the Del Rey Oaks Municipal Code, the City currently levies a Transient Occupancy Tax.

B. The City Council intends to submit a ballot measure and ballot question, concerning an increase to the transient occupancy tax rate (commonly called the "TOT" or "hotel tax"), as described in this Resolution, to the qualified electors of the City of Del Rey Oaks at such election.

C. A proposed ordinance attached hereto and incorporated herein by reference as Attachment "A" (the "Ordinance") would implement the proposed revision to the tax.

D. By its Resolution 2024-08, adopted on June 25, 2024, the City Council called a general municipal election for November 5, 2024 ("Election").

E. Pursuant to Government Code Section 53724 and Election Code Section 9222, the City Council desires to submit the Ordinance to the voters of the City.

F. The City Council finds that under CEQA Guidelines sections 15060(c)(2) and 15378, subdivisions (2) and (4) of subdivision (b), this action does not constitute a project under CEQA and therefore review under CEQA is not required.

The City Council of the City of Del Rey Oaks RESOLVES as follows:

SECTION 1. Findings. The City Council finds and determines that each of the findings set forth above are true and correct.

SECTION 2. General Tax Election. The City Council proposes to impose the general tax set forth in the Ordinance and to present this proposal to the voters on November 5, 2024.

SECTION 3. Measure. Pursuant to Elections Code Section 9222, the City Council hereby submits the Ordinance to the voters at the Election and orders the following question to be submitted to the voters at the Election:

| | |
|--|-----|
| Shall the measure to protect city services including police and fire , parks, bicycle and pedestrian safety, roadways and storm drains, by increasing the Transient Occupancy Tax up to 4%, raising up to \$60,000 in additional yearly revenue the State cannot take away, and taxing rent charged to “hotel” guests, including by online travel and short-term rental companies, for transient occupancy, with annual independent audits, until ended by voters, be adopted? | YES |
| | NO |

This question requires the approval of a majority of those casting votes.

SECTION 4. Adoption of Measure. The measure to be submitted to the voters is attached to this Resolution as Exhibit A and incorporated herein by this reference.

SECTION 5. Notice of Election. Notice of the time and place of holding the election is hereby given, and the City Clerk is authorized, instructed, and directed to give further or additional notice of the election, in time, form and manner as required by law.

SECTION 6. Impartial Analysis. Pursuant to California Elections Code Section 9280, the City Council hereby directs the City Clerk to transmit a copy of the measure to the City Attorney. The City Attorney shall prepare an impartial analysis of the measure, not to exceed 500 words in length, showing the effect of the measure on the existing law and the operation of the measure, and transmit such impartial analysis to the City Clerk on or before August 15, 2024.

SECTION 7. Ballot Arguments. Pursuant to Elections Code Section 9286 et. seq., August 1, 2024 at 5:00 p.m. shall be the deadline for submission of arguments in favor of, and arguments against, any local measures on the ballot. If more than one argument for and/or against is received, the priorities established by Elections Code Section 9287 shall control.

SECTION 8. Rebuttal Arguments. The provisions of Elections Code Section 9285 shall control the submission of any rebuttal arguments. The deadline for filing rebuttal arguments shall be August 15, 2024 at 5:00 p.m. This authorization of rebuttal arguments applies only to the election to be held November 5, 2024, and it shall lapse when that election’s results are certified.

SECTION 9. Consolidation Request. The Council of the City of Del Rey Oaks requests the governing body of any other political subdivision, or any officers otherwise authorized by law, to partially or completely consolidate such elections and the City Council consents to such consolidation. The Council requests the Board of Supervisors of the County of Monterey to include on the ballots and sample ballots, all qualified measures submitted by the City Council to be ratified by the qualified electors of the City of Del Rey Oaks. The Council acknowledges that the election will be held and conducted according to procedures in the Elections Code, including Section 10418.

SECTION 10. Request for County Services. Pursuant to Section 10002 of the California Elections Code, the Council of the City of Del Rey Oaks hereby requests the Board of Supervisors of the County of Monterey to permit the Registrar of Voters to render services to the City of Del Rey Oaks relating to the conduct of Del Rey Oaks’ General Municipal Election which is called to be held

on Tuesday, November 5, 2024. The services shall be of the type normally performed by the Registrar of Voters in assisting the clerks of municipalities in the conduct of elections including, but not limited to, checking registrations, mailing ballots, hiring election officers and arranging for polling places, receiving absentee voter ballot applications, mailing and receiving absent voter ballots and opening and counting same, providing and distributing election supplies, and furnishing voting machines.

SECTION 11. Transmittal of Resolution. The City Clerk is hereby directed to submit forthwith a certified copy of this resolution to the County of Monterey Board of Supervisors and to the Registrar of Voters.

PASSED AND ADOPTED this 25th day of June, 2024, by the following vote:

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

SIGNED:

Scott Donaldson, Mayor

ATTEST:

Karen Minami, City Clerk

ORDINANCE 319

**AN ORDINANCE OF THE CITY OF DEL REY OAKS AMENDING SECTION 3.20.030
OF CHAPTER 3.20 OF TITLE 3 OF THE DEL REY OAKS MUNICIPAL CODE
TO INCREASE THE CITY'S TRANSIENT OCCUPANCY TAX RATE**

The People of the City of Del Rey Oaks do ordain as follows:

SECTION 1. Subject to the approval of a majority of the voters of the City of Del Rey Oaks at the General Municipal Election so designated by the City Council in a separate resolution placing the proposal on the ballot for such election, Section 3.20.030 of Chapter 3.20 of Title 3 of the Del Rey Oaks Municipal Code is hereby amended as follows:

**Chapter 3.20
UNIFORM TRANSIENT OCCUPANCY TAX**

3.20.30 Tax Imposed.

- A. For the privilege of occupancy in any hotel, each transient is subject to and shall pay a tax as imposed from time to time by City Council resolution in the amount of ten percent of the rent charged by the operator. Said tax shall be a percentage of the rent charged by an operator to an occupant.
- B. On and as of January 1, 2025, and continuing thereafter until further change by City Council resolution, the amount of the tax imposed is twelve percent of the rent charged by an operator. As approved by voters, any future changes in the amount of tax imposed may be made by City Council resolution up to a cap of fourteen percent of the rent charged by an operator.
- C. Said tax constitutes a debt owed by the transient to the city, which is extinguished only by payment to ~~the~~ an operator or to the city. The transient shall pay the tax to ~~the~~ an operator of the hotel at the time when the rent is paid. If the rent is paid in installments, a proportionate share of the tax shall be paid with each installment. The unpaid tax shall be due upon the transient's ceasing to occupy space in the hotel. If for any reason the tax due is not paid to ~~the~~ an operator of the hotel, the tax collector may require that such tax shall be paid directly to the tax collector.
- D. The proceeds of the tax and expenditures of those proceeds shall be subject to an annual independent audit as other city financial records are audited.

SECTION 2. General Tax. Proceeds of the tax imposed by this Ordinance shall be deposited in the general fund of the City and shall be available for any legal purpose.

SECTION 3. Amendment or Repeal. The City Council may repeal Chapter 3.20 of the Del Rey Oaks Municipal Code or amend that Chapter without a vote of the people except that any amendment to Chapter 3.20 that increases the amount or rate of tax due from any Person beyond the amounts and rates authorized by this Ordinance may not take effect unless approved by a vote of the people.

SECTION 4. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held to be invalid or unenforceable by a court of competent jurisdiction, the remaining portions of this Ordinance shall nonetheless remain in full force and effect. The people hereby declare that they would have adopted each section, subsection, sentence, clause, phrase, or portion of this Ordinance, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions of this Ordinance be declared invalid or unenforceable.

SECTION 5. Effective Date. This ordinance shall be effective only if approved by a majority of the voters and shall go into effect immediately after the vote is declared by the City Council.

SECTION 6. Execution. The Mayor is hereby authorized to attest to the adoption of this Ordinance by the voters of the City by signing where indicated below.

I hereby certify that the foregoing Ordinance was PASSED, APPROVED and ADOPTED by the People of the City of Del Rey Oaks voting on the 5th day of November, 2024.

ATTEST:

Karen Minami, City Clerk

Scott Donaldson, Mayor

APPROVED AS TO FORM:

APPROVED:

Alex Lorca, City Attorney

John Guertin, City Manager



Staff Report

DATE: June 25, 2024

TO: Honorable Mayor and City Council

FROM: John Guertin, City Manager

SUBJECT: Resolution Approving an Exclusive Right to Negotiate (ERN) Agreement with City Ventures for Potential Development of the City's Former Fort Ord Parcels

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

Recommendation

Adopt a Resolution approving and authorizing the City Manager to sign an Exclusive Right to Negotiate (ERN) agreement between the City and City Ventures for development of the City's parcels on the former Fort Ord (APN 031-191-026-000, 031-191-027-000 and 031-191-028-000)

Background

In February 2023, the City released a Notice of Availability/Offer to Sell Surplus Property to housing, park and open space developers soliciting letters of interest for development of the City's former Fort Ord parcels. City Ventures was the only housing developer to submit a letter of interest for the parcels. Under the Surplus Land Act regulations, the City is required to negotiate in good faith with City Ventures. The proposed Exclusive Right to Negotiate the terms of those negotiations.

The attached agreement will allow the City to begin negotiations with City Ventures for the development of the City's three parcels on the former Fort Ord. City staff, with the assistance of the City Attorney, and contract staff from Denise Duffy & Associates (DD&A) and Economic & Planning Systems (EPS), drafted the attached ERN (Attachment 2) between the City and City Ventures. The purpose of the ERN is to establish procedures and standards for the negotiation by and between the City and City Ventures for the development of the sites. The ERN requires the parties to agree to negotiate diligently and in good faith to finalize a concept plan, determine each party's responsibilities and potentially enter into a Development Agreement. The ERN does not authorize any development. The project will be subject to public hearings through the Planning Commission and City Council review before development is approved.

The following provides a summary of the notable deal points included in the ERN:

Term: The negotiating period is for six (6) months, with an option for two (2) extension periods of three (3) months each. One or both of the Extended Negotiating Periods may be approved by the City's City Manager based upon City Venture's good faith compliance with the Schedule of Deliverables.

Deliverables: The ERN is geared toward the production of a Development Agreement that will, in turn, be used as a road map for crafting detailed financial and other deal points including conveyance of the property. The ERN does not obligate the City to grant any approvals or authorizations required for the project.

Good Faith Deposit: City Ventures shall submit a deposit of \$75,000 to cover City costs associated with furtherance of the City's obligations under the agreement.

Non-refundable Negotiation Payment: In consideration of the work the City has already put into the development of this agreement, City Ventures will pay a non-refundable payment of \$10,000 to the City.

City Responsibilities: The ERN requires that the City not engage in negotiations with any other entities regarding the proposed site/development during the term of the agreement and that the City negotiate in good faith with City Ventures. The City shall cooperate fully with City Ventures in providing appropriate information and assistance.

City Ventures Responsibilities: Upon approval of the ERN, the City and City Ventures will work together toward a comprehensive development plan. Next steps include using our best efforts to successfully negotiate a Development Agreement that will describe the terms and conditions governing the development of the project and methods of financing.

ATTACHMENTS:

- Resolution 2024-14
- Exclusive Right to Negotiate

Respectfully Submitted,

John Guertin
City Manager

RESOLUTION 2024-14

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS APPROVING AN EXCLUSIVE RIGHT TO NEGOTIATE (ERN) WITH CITY VENTURES FOR DEVELOPMENT OF THE CITY'S PARCELS ON THE FORMER FORT ORD (APN 031-191-026-000, 031-191-027-000 AND 031-191-028-000) AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT

RECITALS

WHEREAS, In February 2023, the City of Del Rey Oaks released a Notice of Availability/Offer to Sell Surplus Property to housing, park and open space developers soliciting letters of interest for development of the City's former Fort Ord parcels; and

WHEREAS, City Ventures was the only housing developer to submit a letter of interest for the parcels; and

WHEREAS, the Surplus Land Act regulations require the City to negotiate in good faith with any housing provider responding to the Notice; and

WHEREAS, City staff have begun preliminary discussion with City Ventures about development of a project on the site including site constraints and opportunities; and

WHEREAS, City staff with the assistance of the City Attorney drafted an Exclusive Right to Negotiate agreement (ERN) attached hereto as Exhibit "A" between the City of Del Rey Oaks and City Ventures; and

WHEREAS, the purpose of the ERN is to establish procedures and standards for the negotiation by and between the City and City Ventures for the development agreement relating to the proposed Project on the Property; and

WHEREAS, the ERN does not authorize any development on the City's properties.

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

1. Approve an Exclusive Right to Negotiate agreement between the City of Del Rey Oaks and City Ventures for development of the City's parcels on the former Fort Ord; and
2. Authorize the City Manager to execute the agreement.

PASSED AND ADOPTED this 25th day of June, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

SIGNED:

Scott Donaldson, Mayor

ATTEST:

Karen Minami, City Clerk

EXCLUSIVE RIGHT TO NEGOTIATE AGREEMENT

THIS EXCLUSIVE RIGHT TO NEGOTIATE AGREEMENT (“Agreement”) is made as of this 1st day of July, 2024 (“Effective Date”), by and between the CITY OF DEL REY OAKS (“City”), a municipal corporation, and CITY VENTURES HOMEBUILDING, LLC, a Delaware limited liability company (“City Ventures”).

RECITALS

A. City owns approximately 250 acres of property among three parcels on the former Fort Ord military base shown on Exhibit “A” and listed on Exhibit “B” (the “Site”). The Site is located on the former Fort Ord along South Boundary Road, east of General Jim Moore Boulevard. The Site is currently referred to in the City’s Housing Inventory as Site 1 (one parcel totaling approximately 232 acres north of South Boundary Road) and Site 1A (two parcels totaling approximately 18 acres south of South Boundary Road).

B. By City Council Resolution No. 2022-28, approved on November 15, 2022, the City declared the Sites as surplus property under California Surplus Lands Act (Government Code Section §§ 54220 *et seq.*).

C. On February 2, 2023, pursuant to the Surplus Land Act, the City issued a Notice of Availability/Offer to Sell Surplus Property (“NOA”) to all required entities and invited letters of interest. In response to the NOA, the City received letters of interest for the Site from three entities. Of the three entities, City Ventures was the only entity with suitable qualifications to develop the Site. On June 27, 2023, the City selected City Ventures to develop the Sites.

D. The parties desire to enter into an exclusive right to negotiate to allow City Ventures time to conduct its due diligence to determine the feasibility of developing the Site, and give the parties adequate time to negotiate in good faith toward the execution of a Development and Disposition Agreement (“DDA”) under which City Ventures will purchase the Site from the City, and develop the Site.

E. City Ventures will reimburse the City for expenses it incurred in furtherance of its obligations under this Agreement.

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which are hereby acknowledged, City and City Ventures agree as follows:

1. **Good Faith Negotiation.** City and City Ventures agree that the sole purpose of this Agreement is for the parties to exclusively negotiate in good faith a DDA to be entered into between City and City Ventures for the purchase and sale, and development, of the Site. During the term of this Agreement, or any extension thereof, other than in acting to comply with applicable law, City agrees that it shall not negotiate with any other person or entity for sale or development of the Site. The term “negotiate” as used herein shall be deemed to preclude City from processing development proposals for the Site from other persons or entities, or soliciting development proposals for the Site from other persons or entities.

2. **Term.** The negotiating period shall commence on the Effective Date and shall

continue for six (6) months (“Initial Negotiating Period”), with an option for two (2) extension periods of three (3) months each (“Extended Negotiating Period(s)”). The Initial Negotiating Period and Extended Negotiating Period(s) are referred to herein as the “Negotiation Period.” One or both of the Extended Negotiating Periods shall be approved by the City’s City Manager if City Ventures makes a good faith effort to comply with the Schedule of Deliverables, as outlined below.

If, at the expiration of the Negotiation Period, City Ventures and City have not agreed on the final terms and language of the DDA, then this Agreement will terminate at the sole discretion of the City.

If, based on the final negotiations with City and an evaluation of proposed terms and conditions City Ventures deems the DDA acceptable, it will sign and submit the DDA to the City. If, on the submittal, less than sixty (60) days remain in the then agreed on Negotiation Period, this Agreement will automatically be extended to a date that is sixty (60) days immediately subsequent to the submittal to enable City and City Ventures (1) to take actions necessary to review and consider the DDA, and (2) if approved, to sign the DDA. If City and City Ventures are not willing to sign the DDA, this Agreement will automatically terminate upon the conclusion of the Negotiation Period.

3. Good Faith Deposit. On or before the Effective Date, City Ventures shall submit to the City a good faith deposit (“Initial Deposit”) in the amount of Seventy-Five Thousand Dollars (\$75,000) to cover the City’s actual and reasonable internal costs (i.e., general costs, employee costs and overhead), as well as out-of-pocket legal and other expenses that are paid to third parties in furtherance of the City’s obligations under this Agreement, as well as costs to negotiate and prepare the DDA (“City Expenses”). A list of current costs for the City is attached hereto as Exhibit “C,” attached hereto and incorporated herein. The Deposit shall be in the form of cash or in a manner reasonably acceptable to the City. City shall deposit the Initial Deposit in an interest-bearing account and such interest, when received by City, shall become part of the Initial Deposit. The City may thereafter apply each such Deposit against City Expenses as they are incurred. The Deposit amount is separate from and will not be used for the payment of applicable City fees or costs.

If during the Negotiation Period the amount remaining the Initial Deposit reaches \$20,000, then within ten (10) days following written notice from the City, City Ventures shall deposit with the City a lump sum deposit equal to the amount necessary to return the Initial Deposit amount to Seventy-Five Thousand Dollars (\$75,000) (each a “Supplemental Deposit”).

If City Ventures defaults on the payment of any Supplemental Deposit to the City, the City may, at its election, suspend its obligations under this Agreement until such time as the applicable Supplemental Deposit is made, or terminate this Agreement.

In no event shall a City Venture’s obligation to reimburse City for Expenses incurred under this paragraph exceed a maximum of Three Hundred Thousand Dollars (\$300,000) unless the parties mutually agree otherwise in writing.

At the termination of this Agreement, all unused funds from the Initial Deposit and Supplemental Deposit, including interest thereon, shall be returned to City Ventures along with an accounting of the amounts of funds used by the City. City Ventures acknowledges that any and all expenditures made by it are not recoverable from the City in the event the contemplated DDA, land use entitlements, or other permit applications are not approved.

4. **Non-refundable Negotiation Payment.** In partial consideration of City entering into this Agreement, concurrent with City Ventures signing and delivering this Agreement to the City, City Ventures shall also pay to the City the amount of Ten Thousand Dollars (\$10,000) in the form of cash, a cashier's check, or a certified check ("Negotiation Payment"), naming the City as beneficiary or payee, as applicable. The Negotiation Payment shall be fully earned by the City on the Effective Date and shall be non-refundable to City Ventures. City Ventures waives all claim or right to any refund of the Negotiation Payment or any interest accrued on the Negotiation Payment.

5. **City Ventures' Responsibilities**

5.1. **Comprehensive Development Plans.** City Ventures shall provide comprehensive development plans for Site development. Such development shall represent City Venture's best efforts to comply with all applicable laws, rules and regulations of City and all other government entities having jurisdiction over the Sites. Furthermore, such comprehensive development plans shall include, but not be limited to, the items listed in the Schedule of Deliverables attached hereto as Exhibit "D" and incorporated herein.

5.2. **City Venture's Studies and Reports.** As requested by City, from time to time, City Ventures agrees to make oral progress reports and written reports advising City on all matters related to studies being made in furtherance of its review of the Sites. If the negotiations do not result in a DDA, City may request from City Ventures copies of all non-privileged studies and reports made specifically for its proposed development, subject to City Venture's covenants of confidentiality which may be contained in such studies and reports.

5.3. **Cooperation and Additional Information.** City Ventures shall cooperate with City and shall supply other documents and information as may be reasonably requested in writing by City.

5.4. **Event of Default.** The failure of City Ventures to reasonably and timely comply with the provisions of this Agreement, if not due to circumstances beyond the reasonable control of City Ventures, shall be considered a default hereunder by City Ventures. The failure of City to reasonably comply with its obligations hereunder, if not due to circumstances beyond the reasonable control of City, shall be considered a default by City hereunder. Prior to exercising any remedies hereunder for the default of this Agreement, the party asserting a default shall provide written notice to the other party describing the alleged default, and such party shall have thirty (30) days to cure such default.

5.5. **Disclosures and Approvals.** City Ventures shall make full disclosure to the City of its principals, officers, stockholders, partners, joint venturers, employees and other associates, and all other pertinent information concerning City Ventures and its associates.

5.6. **Method of Financing.** City Ventures shall make available and maintain full disclosure to City of its methods of construction financing proposed to be used on the Project. All requests for financing information shall be submitted to City upon written request. Such financial information shall include, without limitation, the following:

- a) Financial statement prepared for City Ventures and any entities proposed to make an equity contribution to its Project.

- b) Proof of sufficient equity and other funds available to complete construction.
- c) Identification of the sources of construction and permanent financing for the Project, as pertaining to horizontal and/or vertical development, based on Developer-prepared Business Plan.

City agrees to consider all financial information submitted as confidential and further agrees to refrain from releasing information provided by City Ventures pursuant to this Agreement unless: (i) City Attorney determines that the release of the information is required by the California Public Records Act or other applicable statutes, or (ii) a court orders the release of the information.

6. City Responsibilities

6.1. Development Project Regulations. This Agreement and other documents to be negotiated are subject to the provisions of the Surplus Land Act, Del Rey Oaks General Plan, the Del Rey Oaks Municipal Code, and other applicable documents. All of the above-listed documents are incorporated herein by this reference.

6.2. City Assistance and Cooperation. City shall cooperate fully in providing City Ventures with appropriate information and assistance.

6.3. City Public Hearing. If negotiations culminate in a DDA signed by City Ventures and the City, such an agreement becomes effective only after and if the agreement has been considered and approved by City after a duly noticed public hearing.

6.4. Fees. City shall not be liable for any real estate commission or brokerage fees which may arise from this transaction. The City warrants they are not represented by any broker.

7. Conceptual Terms of DDA

7.1. Purpose. City and City Ventures agree to pursue negotiations of a DDA which result in the establishment of a City Venture's project.

7.2. Proposed Disposition Price. The parties will negotiate the land disposition price and financial assistance (if any) package with respect to the project. The negotiated land value will be informed through the use of appropriate techniques, including discounted cash flow analysis, involving analysis of project costs, developer profit, financing costs and project revenue potential. The project land use mix must generate a positive fiscal balance for the City (i.e., taxes generated by the project must offset City service costs). It is anticipated the land disposition price will reflect the use of normal and customary methods of financing infrastructure and services through Mello-Roos Community Facility District Special Taxes or other appropriate methods, as necessary and appropriate.

7.3. CEQA. The City and City Ventures acknowledge that all applicable requirements of the California Environmental Quality Act (CEQA) must be met in order for the City to approve the project and/or project entitlements and for the City to enter into a DDA for the project, and that this may require reports and/or analyses for CEQA purposes (collectively, the "CEQA Documents"). City Ventures will, at its sole cost, fully cooperate with the City in the City's preparation of any CEQA Documents for the project.

7.4. Project Agreements Subject to Further Approval

A. The parties understand and agree that no party is under any obligation whatsoever to approve or enter into the DDA, and that notwithstanding its approval of this Agreement, each party shall have the right to disapprove the proposed DDA to which it is to be a party in its sole and absolute discretion, and in that regard, the City Ventures hereby expressly agrees City shall not be bound by any implied covenant of good faith and fair dealing in connection with such approval or disapproval of any of the proposed DDA.

B. In the event of the expiration or earlier termination of this Agreement with respect to the project, the City shall be free to negotiate with any persons or entities with respect to the sale or lease of a portion of the Sites.

C. No consents, approvals, comments or discussions by staff shall diminish, affect, or waive: (i) rights of the City to later impose conditions and requirements under CEQA; (ii) the right of City not to approve the DDA; or (iii) the City's other governmental rights, powers, and obligations. City Ventures understands and acknowledges the City is not obligated to enter into a DDA or sell the Sites if, in good faith, the City Council determines that such development plan or sale is not in the public interest, not permitted by law, not consistent with the City of Del Rey Oaks General Plan or other land use regulation, or for any other valid reason.

8. City Discretion.

8.1. Limitation on Effect of Agreement. Nothing in this Agreement shall obligate the City to exercise its discretion regarding a project in any particular manner. City Ventures acknowledges that execution of this Agreement by the City does not constitute approval by the City of any planning approvals or DDA or any required permits, applications, or maps, and in no way limits the discretion of the City in the permit and approval process.

8.2. City Right to Exercise Discretion. City Ventures acknowledges that approval, conditional approval, or disapproval of the planning approvals and DDA following completion of the environmental review process is within the sole and exclusive discretion of the City without limitation by or consideration of the terms of this Agreement; that the City may not make any commitment to any particular development before it completes environmental review; that the City may not commit to planning and zoning approvals by contract; and that the City makes no representation regarding the ability or willingness of the City to approve the planning approvals or DDA, nor any representation regarding the imposition of any mitigation measures or other conditions of approval. In addition, City Ventures acknowledges that other local, state or federal agencies may require additional entitlements, including environmental review, and that any approval by the City does not bind any other local, state or federal agency.

The parties recognize that the City has the sole discretion and right to terminate this Agreement without fault or default if City determines not to approve planning approvals or DDA. Upon termination for this reason, neither party shall have any further rights or obligations under this Agreement, except that any provisions of this Agreement that are specified to survive termination shall remain in effect and binding upon the parties.

9. Actions by City

9.1. Whenever this Agreement calls for or permits the approval, consent, authorization or waiver of the City, the approval, consent, authorization, or waiver of the City Manager shall constitute the approval, consent, authorization or waiver of the City without further

action of the City Council. However, City Ventures acknowledges that nothing in this Agreement (including any approval by the City Manager in accordance with this Agreement), or a DDA (if approved by the City Council) shall limit, waive, or otherwise impair the authority and discretion of: (1) the City's Planning Department, in connection with the review and approval of the proposed construction plans for the Project, or any use, or proposed use, of the Site; (2) the City's issuance of a building permit; or (3) any other office or department of the City acting in its capacity as a governmental entity, regulatory authority and/or police power.

9.2. The City Manager is the City's representative for all purposes under this Agreement. The City Manager or designee is authorized to confer any consents or approvals required by City under this Agreement, except where this Agreement specifies that approval by the City Council is required.

10. Right of Entry; Insurance

10.1. Right of Entry. Upon providing to City reasonable evidence of the insurance required below (including the naming of City as additional insureds, and waiver of subrogation), such as a Certificate of Insurance, City Ventures and its consultants that shall have been designated in writing to City ("City Ventures Designees") shall have the right to enter the Sites with respect to its project (subject to additional conditions imposed by City staff) until the date that is 180 days after the execution of this Agreement to inspect the same and any improvements thereon, and to conduct soils tests, Phase I environmental assessments, and if recommended by the applicable Phase I report(s), Phase II tests. City Ventures shall promptly provide City with copies of all of its reports and test results.

10.2. Insurance.

A. City Ventures shall obtain, maintain, and keep in full force and effect all of the following minimum scope of insurance coverages with respect to the project, with an insurance company admitted to do business in California, rated "A," Class X, or better in the most recent Best's Key Insurance Rating Guide, and approved by the City Manager:

1. Broad-form commercial general liability, in a form at least as broad as ISO from #CG 00 01 11 88, including premises-operations, products/completed operations, broad form property damage, blanket contractual liability, independent contractors, personal injury or bodily injury with a policy limit of not less than Two Million Dollars (\$2,000,000.00), combined single limits, per occurrence. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or shall be twice the required occurrence limit.
2. Business automobile liability for owned vehicles, hired, and non-owned vehicles, with a policy limit of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence for bodily injury and property damage.
3. Workers' compensation insurance as required by the State of California and Employers Liability Insurance with a minimum limit of \$1,000,000 per accident. City Ventures agrees to waive, and to obtain endorsements from its workers' compensation insurer waiving subrogation rights under its workers' insurance policy against the City and their officers, agents, employees, and volunteers for losses arising from work performed by the City Ventures and to require each of its subcontractors, if any, to do likewise under their workers' compensation insurance

policies.

- B. Before execution of this Agreement by the City, City Ventures shall file with the City Manager of City the following signed certification:
- “I am aware of, and will comply with, Section 3700 of the Labor Code, requiring every employer to be insured against liability of Workers' Compensation or to undertake self-insurance before commencing any of the work.”
- C. City Ventures shall also comply with Section 3800 of the Labor Code by securing, paying for and maintaining in full force and effect for the duration of this Agreement, complete Workers' Compensation Insurance, and shall furnish a Certificate of Insurance to the City Clerk before execution of this Agreement by the City. City and their officers and employees shall not be responsible for any claims in law or equity occasioned by failure of City Ventures to comply with this section.
- D. Neither City nor any of their elected or appointed officials, officers, agents, employees, or volunteers makes any representation that the types of insurance and the limits specified to be carried by City Ventures under this Agreement are adequate to protect City Ventures. If City Ventures believes that any such insurance coverage is insufficient, City Ventures shall provide, at its own expense, such additional insurance as City Ventures deems adequate.
- E. Each commercial general liability insurance policy and business automobile liability policy shall contain or be endorsed to contain the following provisions:
1. Additional insureds: “The City and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the City Ventures pursuant to its contract with the City; premises owned, occupied or used by City Ventures; automobiles owned, leased, hired, or borrowed by the City Ventures.”
 2. Notice: “City Ventures shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased. In the event of any cancellation or reduction in coverage or limits of any insurance, City Ventures shall forthwith obtain and submit proof of substitute insurance. Should City Ventures fail to immediately procure other insurance, as specified, to substitute for any canceled policy, City may procure such insurance at City Venture’s sole cost and expense.”
 3. Other insurance: City Venture’s insurance coverage shall be primary insurance as respects the City and its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City shall be excess and not contributing with the insurance provided by this policy.”
 4. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to City or its officers, officials, agents, employees, and volunteers.

- F. If any of such policies provide for a deductible or self-insured retention to provide such coverage, the amount of such deductible or self-insured retention shall be approved in advance by the City Manager. No policy of insurance issued as to which City is an additional insured shall contain a provision which requires that no insured except the named insured can satisfy any such deductible or self-insured retention.
- G. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which City Ventures may be held responsible for payments of damages to persons or property.

11. Indemnification.

City Ventures will defend, indemnify, and hold harmless City, its directors, officers, employees, and agents, from all claims, liabilities, damages, losses, expenses, injuries, or claims (including reasonable attorneys' fees) arising from or relating to City Venture's activities on the Site or the pursuit of its rights and obligations pursuant to this Agreement, except to the extent they are caused solely by the gross negligence or willful misconduct of City. The obligations of this section shall survive termination of this Agreement.

12. Miscellaneous

12.1. Assignment. Neither this Agreement nor any interest herein may be assigned or transferred voluntarily or by operation of law to any other party without written approval of the City Manager. An attempt to transfer this Agreement by City Ventures to another party, without first obtaining such written permission of City Manager shall constitute grounds for the immediate termination of this Agreement with respect to City Ventures by the City Manager. City acknowledges that City Ventures may desire to create a limited partnership or limited liability company to be the party to the applicable DDA, and the City shall not unreasonably disapprove the new entity.

12.2. Notice. Any notice pursuant to this Agreement shall be in writing and shall be deemed to be properly given if delivered in person or mailed by certified mail, postage prepaid to the following persons:

To City:
 City Manager
 City of Del Rey Oaks
 650 Canyon Del Rey Blvd.
 Del Rey Oaks, CA 93940

To City Ventures:
 City Ventures Homebuilding
 3121 Michelson Drive, Suite 150
 Irvine, CA 92612

If sent by mail, any notice, delivery, or other communication shall be effective or deemed to have been given three (3) days after it has been deposited in the United States mail, certified, with postage prepaid, and addressed as set forth above. For purposes of calculating these time frames, weekends, and Federal, State, County and City holidays shall be excluded.

12.3. Waiver of Lis Pendens. It is expressly agreed by the parties that no lis

pendens shall be recorded against any portion of the Property with respect to this Agreement or any dispute or act arising from it.

12.4. Limitations of this Agreement. By its execution of this Agreement, the City is not committing itself to or agreeing to the disposition of and transfer of the Site to City Ventures. In addition, the City is not committed to or agreeing to undertake any acts or activities requiring the subsequent independent exercise of discretion by the City or any agency or department thereof, other than as specifically set forth and agreed to by the City under this Agreement. This Agreement does not constitute a disposition of the Site by the City, or confer a right on City Ventures of control over the Site. Execution of this Agreement by the City is merely an agreement to enter into a period of exclusive negotiations with City Ventures according to the terms hereof. Final discretion and approval by the City as to future agreements and proceedings and decisions in connection therewith is reserved.

12.5. Recitals Incorporated. The Recitals are hereby incorporated by this reference as though fully set forth herein.

12.6. Jurisdiction and Venue. This Agreement and all questions relating to its validity, interpretation, and enforcement shall be governed and construed in accordance with the laws of the State of California. All parties agree that courts in Monterey County, California, shall have jurisdiction and shall be the venue for any action or proceeding that may be brought or arise out of, in connection with or by reason of this Agreement.

12.7. Attorneys' Fees. In the event any judgment is ordered in any action upon this Agreement, the party hereto against whom such judgment is ordered agrees to pay to the opposing party ("prevailing party") hereto, and that there may be added to such judgment, an amount equal to, the attorneys' fees and costs incurred by such prevailing party.

12.8. Severability. The provisions of this Agreement are severable, and if any part of it is found to be unenforceable, the other paragraphs shall remain in full force and effect.

12.9. Time of Essence. Time is of the essence of every provision herein in which time is a factor.

12.10. Entire Agreement. This Agreement reflects the complete and total understanding between the parties hereto and all agreements or understandings between the parties hereto are contained within them. Any changes, modifications, amendments or addenda to this Agreement must be in writing and signed by all parties to be effective. If a DDA for the project is executed by the City and City Ventures, the DDA shall supersede this Agreement with respect to the project and thereafter govern the rights and obligations of the parties with respect to the sale and development of the Sites.

12.11. Confidentiality. City Ventures acknowledges and agrees that the City is a public entity with a responsibility and, in many cases, legal obligation to conduct its business in a manner open and available to the public. Accordingly, any information provided by City Ventures to the City with respect to the Site or the DDA may be disclosed to the public either purposely,

inadvertently, or as a result of a public demand or order. With respect to any information provided that City Ventures reasonably deems and identifies in writing as proprietary and confidential in nature, the City agrees to exercise their best efforts to keep such information confidential to the extent allowed by law.

12.12. Dispute Resolution. The City and City Ventures agree that any claim or dispute relating to this Agreement, as well as any other matters, disputes, or claims between them, shall first be submitted to non-binding mediation in an attempt to resolve any and all issues.

Signature Page to Follow

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

“CITY”

CITY OF Del Rey Oaks, a municipal corporation

By: _____
John Guertin, City Manager

ATTEST:

By: _____
Karen Minami, City Clerk

APPROVED AS TO FORM:

By: _____
Alex Lorca, City Counsel

“CITY VENTURES”

CITY VENTURES HOMEBUILDING, LLC, a Delaware limited liability company

By: _____
Name: _____
Title: _____

EXHIBIT B

SITE

| Former Fort Ord Property | | |
|-------------------------------------|---|---|
| | Site 1 | Site 1A |
| Property Location | Former Fort Ord North of South Boundary Rd. | Former Fort Ord South of South Boundary Rd. |
| Assessor Parcel No. | 031-191-026-000 | 031-191-027-000 & 031-191-028-000 |
| Lot Size | 232.03 Acres | 6.03 Acres 11.84 Acres |
| Zoning | C1V | C1V |
| General Plan Designation | Neighborhood Commercial with Visitor Overlay | Neighborhood Commercial with Visitor Overlay |
| | | |

EXHIBIT C
Schedule of City Costs

DRAFT

City of Del Rey Oaks Fee Schedule

Establishing Certain Fees Effective July 1, 2021

| CITY OF DEL REY OAKS FEE SCHEDULE | | FEE |
|--|---|----------------------|
| Planning | | |
| Architectural Review Committee Review: | | |
| Commercial | | |
| Major | (New commercial) | \$1,990 |
| Minor | (Commercial additions, remodels, exterior tenant improvements, | \$620 |
| Residential | | |
| Major | (New one or two-story buildings, or second-story additions) | \$840 |
| Minor | (One-story additions, exterior alterations to one-story buildings or one-story of a two-story) | \$200 |
| Architectural Review Committee Sign Review: | | |
| Major | (Large monument signs, multiple freestanding signs, pole signs, internally illuminated signs) | \$680 |
| Minor | (All signs not included above) | \$120 |
| | Architectural Review/Solar Panels | No Fee |
| Appeal Fees | | |
| | Appeals of Planning Commission Decisions to City Council | \$370 |
| | Appeals of Staff Decisions/Home Occupation Permits | \$170 |
| Environmental Review | | |
| | Environmental Impact Report | contract price + 17% |
| | Environmental Initial Study Leading to a Negative Declaration (Excludes Fish and Game Fee and technical studies) | \$3,570 |
| | Environmental Exemption | \$100 |
| Use Permits | | |
| Master | (Projects requiring environmental review and/or multiple permits) | \$4,000 deposit |
| Major | (Commercial, industrial, multi-family, cannabis) | \$2,990 |
| Minor | (Single-family residential uses) | \$820 |
| Cannabis | | |
| | Annual Cannabis Business Permit | \$5,000 |
| | Cannabis Tax | 5% of Gross Receipts |
| Short Term Rental | | |
| New | One-time approval fee Whole Home or Home Share | \$820 |
| Annual | Whole Home | \$500 |
| | Home Share | \$250 |
| Permits | | |
| | Home Occupation (Business) Permit due every year | \$150 |
| | Home Occupational Use Permit Application Fee | \$10 |
| | Permit Extension | \$780 |
| | Reopen Permit | \$850 |
| | Special Permits (Temporary use) | \$280 |
| | Special Sign Permit (Temporary window/banner sign) | \$170 |
| | Investigative fee for work without permit(s) | Cost of the permit |
| | Missed Inspections or work not complete | \$95/hour |
| | Electrical/Plumbing/Mechanical Permit | \$125 |
| | Grading Permit Fee | \$120 |
| | Tree Removal/Significant Alteration Permit | \$50 |
| | Residential Property Inspections Reports - Single Family Dwelling | \$250 |
| | Duplicate Job Card | \$25 |
| Variance Permit | | |
| Master | (Multiple variances for commercial, multi-family or industrial projects) | \$1,410 |
| Major | (One variance {coverage, height, parking adjustments} for commercial, multi-family or industrial sites) | \$980 |
| Minor | (One variance - residential fences, setbacks, parking, etc.) | \$820 |

| CITY OF DEL REY OAKS FEE SCHEDULE | | FEE |
|--|--|---|
| Engineering | | |
| Encroachment Permit (Residential) | | \$250 |
| Encroachment Permit (Commercial) | \$300 plus 2% of cost of public improvements requires plan check | |
| Street Opening Permit (Residential) | | \$250 |
| Street Opening Permit (Commercial) | \$300 plus 2% of cost of public improvements requires plan check | |
| Driveway, Curb, Gutter, Sidewalk Permit | | \$150 |
| Construction Activity Road Impact Fee | 1% of the sum of the building permit's project valuation | |
| Storm Water Review & Inspection Fee | | \$250 plus \$95/hour for plan review & inspection |
| Zoning Permits | | |
| R-1 District | | \$100 |
| D District (Condo.) | | \$100 |
| Hotel/motel/multi-family | | \$200 |
| 1-7 units | | \$925 |
| 8-36 units | | \$125/unit |
| >36 units | | Negotiated fee for cost of service |
| Commercial & Industrial | | |
| <15,000 sf | | \$500+140 K/sf |
| >15,000 | | Negotiated fee for cost of service |
| Additional meetings | | \$400 |
| Reclassification or Rezoning | | |
| Major text | (alterations of existing sections) | \$1,500 Deposit/cost of service |
| Minor text | (addition of new section) | \$1,000/1st section charged+\$300 for each additional section |
| Standard Subdivision Map | | |
| Tentative | | \$1,800 + \$100/lot |
| Exceptions | | \$700/lot w/exceptions |
| Minor | | \$1,600 |
| Exceptions | | \$700/lot w/exceptions |
| Additional meetings for minor text amendments | | \$120 |
| Final Map | | |
| Processing | | \$750 + \$60/lot |
| Parcel Map | | \$600 per map |
| Lot Line Adjustment | | \$1,000 |
| General Plan Amendment | | |
| Minor Text | (alterations of existing sections) | Contract Cost plus 10% |
| Major Text | (addition of new sections) | Contract Cost plus 15% |
| Printed Material | | |
| Copies | | \$0.20 per page |
| R-1 Guidelines | | \$10 |
| Commercial Guidelines | | \$10 |
| Council Packet Yearly Subscription | | \$180 |
| Sign Ordinance | | \$10 |
| Subdivision Ordinance | | \$10 |
| Zoning Ordinance Text | | \$15 |
| General Plan Text | | \$20 |
| Development Agreement | | |
| <p>Consultant fee, plus 30% of consultant fees to cover normal staff costs, plus 15% of consultant fee as a contingency fund to cover unanticipated costs, plus duplication. These fees shall be considered advances and should the actual cost be less than the fee advanced, the excess shall be returned to the applicant; should the actual cost be more than the fee advanced, the difference shall be paid by the applicant.</p> <p>Applicant shall, in addition to those fees listed in this fee schedule, pay the actual cost of legal advertising.</p> <p>It is the City policy and requirement that processing of development or planning projects be fully cost recoverable. Application fees are intended to reimburse the City for minimal costs incurred for the normal or routine amount of time necessary to process applicant's requests. If additional or other unusual time is required on a particular project, then the developer/applicant will be charged for these additional costs to the City, plus a 30% administrative overhead fee.</p> | | |

| CITY OF DEL REY OAKS FEE SCHEDULE | | FEE |
|--|------------------------------------|---|
| SERVICES | | |
| Reports | | |
| Accident Report | | \$25 |
| Police Report | | \$25 |
| Police / Fire Fees | | |
| Hazardous Materials / Fire Response fee/Traffic Accident - (Fire presence required) | | \$2,500 |
| False Alarm / Fire Response / Fire Alarm - Sprinkler System (Fire presence required) | | \$2,500 |
| Fingerprinting - Hard Card | | \$25 per card |
| Fingerprinting - Livescan | | \$70 |
| Special Events | | \$125 per hour |
| Vehicle Repossession | | \$25 |
| Vehicle Storage Release | | \$250 |
| Citation Sign-Off | | \$25 |
| VIN Verification | | \$25 |
| Police Shoulder Patch Request | | \$20 |
| False Police Alarm Fees | | |
| 1st alarm within 60 days | | No Charge |
| 2nd alarm within 60 days | | \$150 |
| Subsequent Alarms | | \$250 |
| Duplication Fees | | |
| Duplication of Audio Tape | | \$50 Each |
| Duplication of DVD (Council Meeting, Etc.) | | \$50 Each |
| Duplication of DVD / Police Photos | | \$50 Each |
| Enlargement of Photographs | | City's cost |
| Returned Check Fee | | |
| Stop Payment/NSF | | \$35 |
| Miscellaneous Fees | | |
| Maps | | \$5 |
| Business License Application Fee | | \$26 |
| Dog park annual registration fee | | Free membership - Replacement key \$10 |
| County of Monterey Animal Services | | Actual Cost to City to be paid by owner |
| Park Barbeque Reservation Fees: | | |
| Residents: | Groups of 1 to 50 | \$50 |
| | Groups of 51 to 100 | \$100 |
| | Groups of 101 to 150 | \$150 |
| Non-Residents: | Groups of 1 to 50 | \$100 |
| | Groups of 51 to 100 | \$150 |
| | Groups of 101 to 150 | \$200 |
| Bounce House Permit | | \$50 |
| Temporary Day Use Permit | | \$50 |
| Old Town Hall Reservation Fees: | | |
| Resident : | First 3 hours (per hour) | \$50 |
| | Each additional hour | \$25 |
| | Cleaning Fee | \$10 |
| | Use Permit | \$50 |
| | Refundable Cleaning/Damage Deposit | \$250 |
| Non-Resident: | First 3 hours (per hour) | \$70 |
| | Each additional hour | \$25 |
| | Cleaning Fee | \$10 |
| | Use Permit | \$50 |
| | Refundable Cleaning/Damage Deposit | \$250 |
| Non-Profit: | First 3 hours (per hour) | \$40 |
| | Each additional hour | \$15 |
| | Cleaning Fee | \$10 |
| | Use Permit | \$50 |
| Refundable Cleaning/Damage Deposit | | \$250 |

EXHIBIT D Schedule of Deliverables

Overview.

To facilitate negotiation of the DDA, the parties shall use reasonably good faith efforts to accomplish the tasks set forth in this Exhibit in a timeframe that will support negotiation and execution of a mutually acceptable DDA prior to the expiration of the Negotiating Period.

Business Plan and Preliminary Term Sheet.

The overall business plan for City Ventures should be articulated, in terms of its role as a horizontal developer (land entitlements and infrastructure with land sales) and/or vertical developer (vertical development of improved parcels) of the project.

City Ventures shall develop a comprehensive list of all major deal terms with the City arising from its due diligence, inclusive of all deal points to be finalized during the DDA negotiation, including but not limited to land price and/or ground lease rate, phasing and locations of land take-downs and related infrastructure improvements, further actions needed to secure development rights, any required creation of districts (e.g., CFD, EIFD), any further outside agency obligations, habitat-related obligations/costs and actions, and other major terms or conditions critical to the successful negotiation of a DDA.

Financing and Costs of Project.

Within the Initial Negotiating Period, City Ventures shall provide the City, for its review and approval, with a preliminary detailed financial analysis for the Site development containing, among other matters, development budgets and operating proforma (the "Financing Proposal"). The Financing Proposal shall identify the sources of funding for each phase, or component, of the Site development, including but not limited to all proposed sources of debt and equity to be utilized for the project. The financial analysis shall be refined by the parties during the Negotiating Period, as appropriate, and will be used to evaluate the financial feasibility of the project and to assist in the negotiations of terms regarding payment of costs of land and development.

Planning Approvals.

City Ventures acknowledges the Project requires discretionary approvals and entitlements from the City (the "Planning Approvals"). During the Initial Negotiating Period (excluding extensions thereto), the City and City Ventures will agree on the type of Planning Approvals necessary for development of the Project, which may include a site plan review, zoning amendment, a tentative map, and a final map. City Ventures shall be responsible for the payment of all application fees associated with the Planning Approvals and all application materials.

Environmental Review.

It is the intent of the City and City Ventures that any required environmental review for the Planning Approvals and DDA should be prepared in a coordinated manner so that the Planning Approvals and DDA may be reviewed concurrently. During the Negotiating Period, City Ventures shall work with the City, as lead agency, to prepare or cause to be prepared any appropriate environmental documentation required by the California Environmental Quality Act ("CEQA") in connection with the Planning Approvals; provided, that nothing in this Agreement shall be

construed to compel the City to approve or make any particular findings with respect to any CEQA documentation. City Ventures shall provide such information about the Project as may be required to prepare or cause preparation and consideration of any CEQA required document, and shall otherwise generally cooperate to complete this task. Nothing in this Agreement shall be construed to compel the City to approve or make any particular findings with respect to such CEQA documentation. City Ventures shall be responsible for all costs associated with the preparation of the required CEQA documentation for the Project. City Ventures shall be responsible for the payment of all usual City fees and costs associated with the environmental review of the Planning Approvals and DDA.

Schedule of Performance. Within thirty (30) days after the Effective Date, City Ventures shall provide the City, for its review and approval, a proposed detailed schedule of performance for the Project (the "Schedule of Performance") which shall include, but not be limited to the dates for obtaining land use entitlements and financing commitments for the Project, the date for the submittal of construction plans to the City, the date for close of escrow on the Site, and the dates for the commencement and completion of construction of the Project.

Due Diligence. Within one hundred and twenty (120) days after the Effective Date of this Agreement (the "Due Diligence Period") to determine whether the Site is suitable for the Project, taking into account the geotechnical and soils conditions, the presence or absence of toxic or other hazardous materials, the massing of the proposed development improvements, infrastructure, the planning requirements imposed on projects of this type, and the other environmental and regulatory factors that City Ventures deems relevant. Likewise, City Ventures shall have one hundred and twenty (120) days after the Effective Date of this Agreement to determine the feasibility of the project on the Site with respect to planning requirements, financial feasibility, infrastructure, and title adequacy.

If, in City Venture's judgment based on such investigations and analyses, the Site is not suitable for development, City Ventures shall notify the City in writing prior to the expiration of the Initial Negotiating Period of its determination (an "Unsuitability Notice"). Upon delivery of an Unsuitability Notice by City Ventures, this Agreement shall be terminated without further action of any party, and thereafter no party shall have any further duties, obligations, rights, or liabilities under this Agreement, except as explicitly set forth herein.

Utilities. During the Initial Negotiating Period, City Ventures shall consult with all utility companies to determine preliminarily if existing utility facilities require expansion, relocation, or undergrounding in connection with the project.

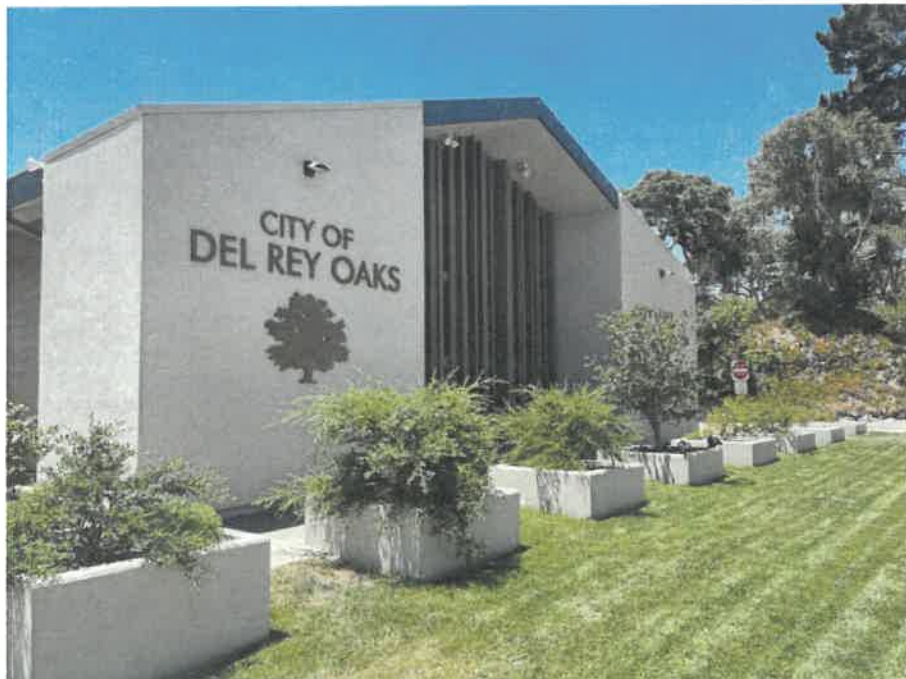
Preliminary Plan. Within one hundred and twenty (120) days after the Effective Date of this Agreement, City Ventures shall submit to the City a proposed conceptual development program (the "Preliminary Plan") for the Site, that includes: (a) a detailed description of the proposed use of the Site, including the square footage for each type of use; (b) a proposed development phasing schedule; (c) proposed housing affordability and the nature of affordability controls; (d) a preliminary financing plan, containing development and operating pro formas; and (e) a preliminary site plan. The preliminary site plan shall show the general location of the proposed buildings, landscaping and site improvements; the massing of any proposed buildings; roadways,

parking and points of ingress and egress; and any other proposed improvements to be constructed as part of the project.

DRAFT



Proposed Operating Budget FY 2024 – 2025



The City of Del Rey Oaks was incorporated on September 3, 1953. The city government includes City Council, Planning Commission, Police Department, City Clerk's Office and Public Works Department

City Council



Scott Donaldson
Mayor



John Uy
Vice Mayor



Jeremu Hallock
Council Member



Bill Ragsdale-Cronin
Council Member



Kim Shirley
Council Member

Submitted by



John Guertin
City Manager

TABLE OF CONTENTS

Budget Message..... 1

Budget Resolution..... 11

Appropriation Limit FY 2024-2025..... 12

Budget in Brief..... 18

Summaries & Schedules

 Fund Balances..... 20

 General Fund Summary..... 21

 Revenues and Expenditures-All funds (Proposed Budget)..... 22

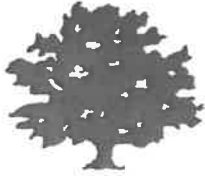
 Capital Projects -5 Year Plan..... 40

 Fund Transfers..... 41

Position Control List..... 42

Salary Schedule..... 43

Chart of Accounts..... 45



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

TO: Honorable Mayor and City Council Members
FROM: John Guertin, City Manager
BY: Roberto Moreno, RGS Senior Advisor
DATE: June 25, 2024
SUBJECT: Proposed Budget for Fiscal Year 2024-2025

Staff is pleased to present the Proposed Budget for FY 2024-25 for Council adoption. Due to flat revenue projections for the General Fund, the operating budget is basically a continuation of the 2023-24 budget, with some minimal changes. As such, staff would like to take this fiscal year to focus on policies for long-term financial planning in the following areas:

- Use of non-General Fund revenues
- Establishing a vehicle and equipment replacement reserve
- Establishing plans for handling of the City's debt
- Revising fund balance policies
- Developing financial policies

Economic Outlook for FY 2024-25

The latest projections for the City's economic outlook are flat. HdL, the City's consultant for Sales Tax information does not expect an increase in the City's sales tax due to continued inflation and high interest rates having a negative effect on consumer spending. Since Sales Tax makes up 27% of the City's revenue, sales tax growth or no growth, has a dramatic impact on the City's budget. As a result, staff is recommending a very conservative approach in developing the FY 24-25 budget. Services are being kept at the level that revenue can support.

Addressing fluctuations in sales tax revenue growth by managing or reducing expenditures annually is not a sustainable practice if the City is to maintain current service levels. This highlights the fact that the City needs to diversify its revenue base. The City's best opportunity for this is through thoughtful economic development of the former Fort Ord property. The development of a more diverse revenue base is an important aspect of the City's financial planning for the future.

General Fund Summary FY 2024-25

| | 2022-23 Actual | 2023-24 Budget | 2024-25 Proposed | Increase (Decrease) |
|------------------------------------|-------------------|-------------------|---------------------|------------------------|
| Revenues | 4,461,435 | 4,877,200 | 4,808,300 | (68,900) |
| Expenditures | (4,327,022) | (4,683,052) | (4,808,300) | 125,248 |
| Operating Surplus (Deficit) | 134,412 | 194,148 | - | (194,148) |
| Transfers to Capital Projects | (35,000) | (198,900) | (80,000) | (118,900) |
| Net General Fund Surplus (Deficit) | 99,412 | (4,752) | (80,000) | (75,248) |

As the table above shows, we are anticipating a 1.4% decrease in revenue and a 2.7% increase in expenditures, which will create a balanced budget for the year. In addition, staff recommends using \$80,000 for capital expenditures which will mean a decrease of \$80,000 in the General Fund fund balance. All the departments made adjustments to their budgets in order to live within the available revenue for the year, considering that some expenses, such as insurance and utilities are beyond the control of the City. This is an austere General Fund budget.

General Fund Revenues & Expenditures

Below is a brief description of the General Fund estimated revenue changes followed by a summary of the General Fund Budget by Departments.

| | FY 2022-23 Actual 06/30/2023 | FY 2023-24 Current Budget | FY 2024-25 Proposed | Increase (Decrease) | Percentage Change |
|--------------------------------|------------------------------------|---------------------------------|------------------------|------------------------|----------------------|
| Revenue: | | | | | |
| Property Taxes | 774,674 | 770,100 | 780,800 | 10,700 | 1.4% |
| Sales Tax | 1,305,062 | 1,313,000 | 1,313,000 | - | 0.0% |
| Other Taxes | 481,457 | 500,650 | 511,500 | 10,850 | 2.2% |
| Licenses and Permits | 308,381 | 286,300 | 281,300 | (5,000) | -1.7% |
| Fines and Forfeitures | 7,248 | 12,200 | 12,200 | - | 0.0% |
| Other Revenue | 88,205 | 150,700 | 160,700 | 10,000 | 6.6% |
| Grants | 238,261 | 232,730 | 219,200 | (13,530) | -5.8% |
| Airport Police Services | 1,083,650 | 1,376,500 | 1,345,700 | (30,800) | -2.2% |
| Current Services | 174,497 | 235,020 | 183,900 | (51,120) | -21.8% |
| Total Estimated Revenue | 4,461,435 | 4,877,200 | 4,808,300 | (68,900) | -1.4% |

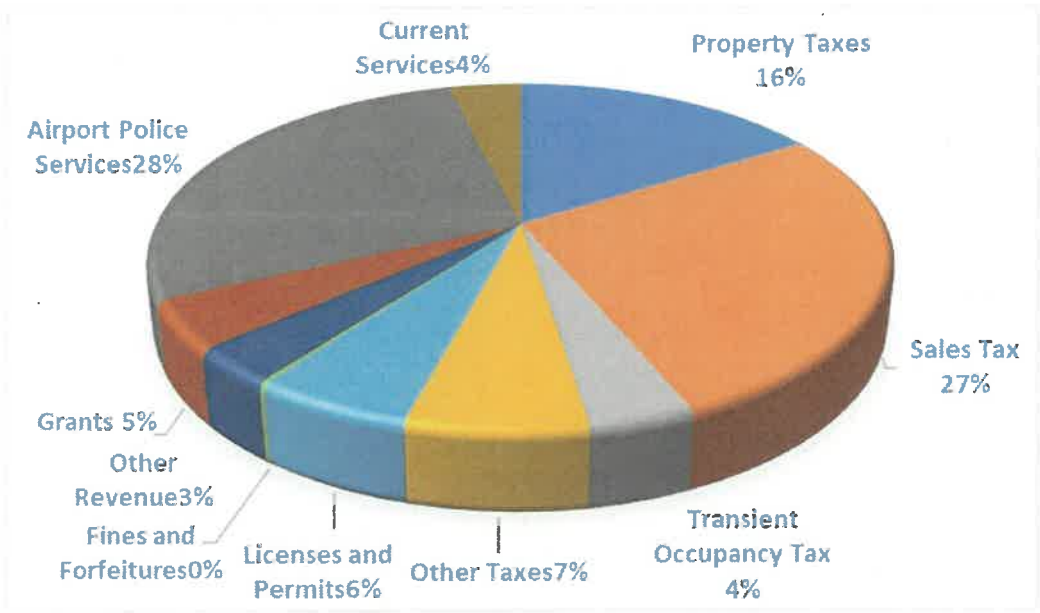
Revenue Highlights

General Fund revenues are estimated to decrease by \$68,900, a 1.4% decrease. Whereas Sales Tax has been increasing in the past, it is expected to remain flat for the coming year due to the current economy.

Airport Police Services revenue is projected to have a slight decrease since this fee is 50% of the Police Department budget with some minor adjustments, which is a decrease over the previous year. It should be noted that the Police Department budget was higher in FY 2023-24 due to the purchase of a replacement vehicle. No such purchase is included in the proposed budget.

Current Services is projected to have a decrease due to one-time reimbursement received in FY 2023-24. All other revenues are basically flat or will have a slight decrease. For the revenue detail refer to the FY 2024-2025 Proposed Budget Detail.

The pie chart below shows the percentage allocation of the City's revenues.



Expenditure Appropriations

The General Fund Operating Budget shows a 2.7% increase in expenditures.

Below is a General Fund summary by department followed by a brief discussion regarding the change in each department.

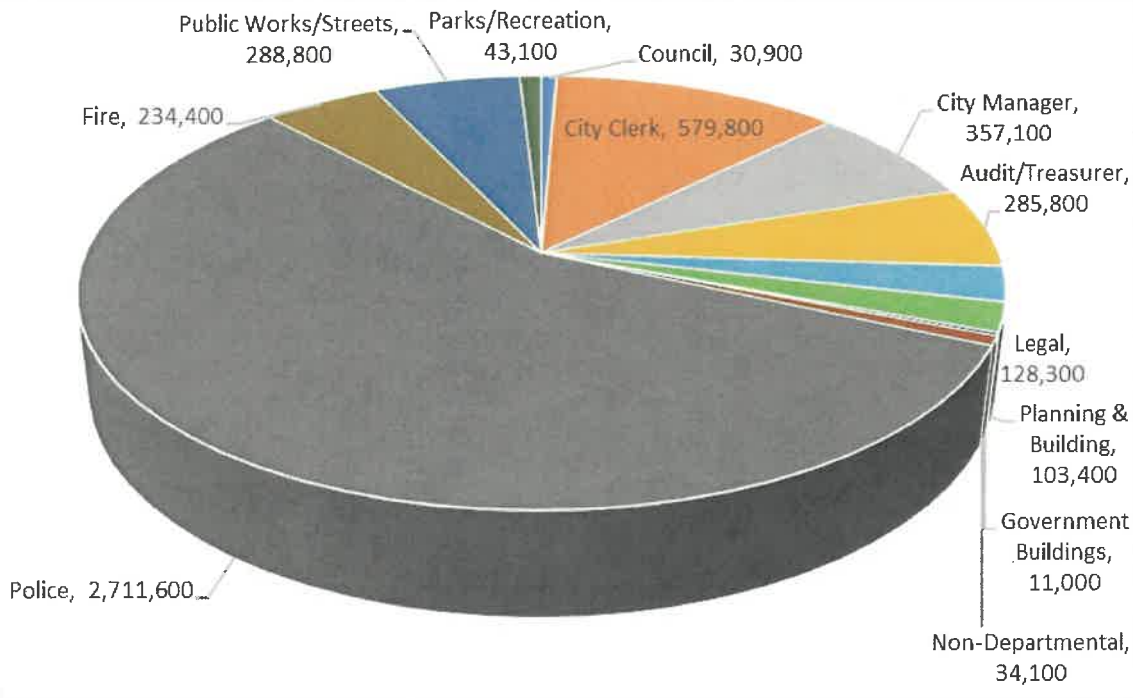
| | Actual 06/30/2023 | Current Budget | Proposed Budget | Increase (Decrease) | Percent Change |
|--|----------------------|-------------------|--------------------|------------------------|-------------------|
| 100 - General Fund | - | - | - | | |
| Totals Expenditures by Department | | | | | |
| Council | 23,894 | 32,200 | 30,900 | (1,300) | -4.0% |
| City Clerk | 367,258 | 455,470 | 579,800 | 124,330 | 27.3% |
| City Manager | 287,642 | 318,300 | 357,100 | 38,800 | 12.2% |
| Audit/Treasurer | 271,604 | 303,852 | 285,800 | (18,052) | -5.9% |
| Legal | 139,898 | 153,300 | 128,300 | (25,000) | -16.3% |
| Planning & Building | 213,669 | 122,400 | 103,400 | (19,000) | -15.5% |
| Government Buildings | 10,494 | 19,100 | 11,000 | (8,100) | -42.4% |
| Non-Departmental | 32,256 | 42,700 | 34,100 | (8,600) | -20.1% |
| Police | 2,460,541 | 2,623,800 | 2,711,600 | 87,800 | 3.3% |
| Fire/Animal Control | 219,102 | 227,600 | 234,400 | 6,800 | 3.0% |
| Public Works/Streets | 252,945 | 340,830 | 288,800 | (52,030) | -15.3% |
| Parks/Recreation | 47,721 | 43,500 | 43,100 | (400) | -0.9% |
| Total FY 2025 Appropriations | 4,327,022 | 4,683,052 | 4,808,300 | 125,248 | 2.7% |

Appropriation Increases (Decreases) by Department

- Council slight decrease is due to decrease in dental premiums.
- City Clerk increase is due to salary and benefits of one new position.
- City Manager increase is due to increase in liability insurance premium and inclusion of \$23,300 contingency appropriation.
- Audit/Treasurer decrease is due to elimination of \$30,000 for grant writing.
- Legal decrease is due to reduced use of legal services.
- Planning and Building decrease reflect moving the cost of the Housing Element to Capital Projects Fund.
- Government Building decrease is due to decreased repair and maintenance.
- Non-departmental decrease is due to moving Liability insurance to departments.
- Police increase is due to \$80,000 increase in Liability insurance premium.
- Fire slight increase is per the agreement with the City of Seaside.
- Public Works decrease is due to elimination of \$27,780 contingency and the one-time increase of \$21,000 in FY 2023-24 for purchase of a lawn mower.
- Parks and Recreation minimal decrease is due to reduced supplies.

For the line-item detail to the Appropriations refer to the attached FY 2024-25 Proposed Budget Detail.

The pie chart below shows the General Fund expenditures by department.



Highlights of Operating Appropriations

While the General Fund Operating Budget reflects a minimal increase, it does include the following major items:

- One new position (Administrative Services Technician) is added in the City Clerk's office to assist with the increasing workload. With the addition of this position and the Deputy City Clerk/Permit Clerk position created in FY 2023-24, most of the day-to-day finance and HR duties will eventually be brought back inhouse resulting in a reduction in the need for services, and the associated costs, currently provided by RGS.
- No Cost-of-Living increases
- New Educational Incentive and Longevity Pay benefits as follow:
 - \$100 per month for Associate's degree (2 employees)
 - \$200 per month for Bachelor's degree (5 employees)
 - 2% longevity pay for individual's working over 10 years (1 employees)
 - 4% longevity pay for individual's working over 20 years (2 employees)
- Salary step increases for all employees that still have steps on their salary range.
- Keeping one police officer position vacant.
- Liability insurance premium increase of \$111,680 (50%).

All Funds Budget Summary and Discussion

This table below shows the City’s budget by fund.

| City of Del Rey Oaks | | | | | | |
|-------------------------------------|----------------------------------|----------------------------|------------------------------|-------------------------|----------------------------|--------------------------|
| FY 2024-25 Budget Summary by Fund | | | | | | |
| Fund | Estimated Fund Balance 6/30/2023 | Estimated Revenue FY 24-25 | Interfund Transfers FY 24-25 | Appropriations FY 24-25 | Surplus (Deficit) FY 24-25 | Est. Fund Bal. 6/30/2025 |
| 100 General Fund | | | | | | |
| <u>Available</u> | | | | | | |
| Unassigned-Economic Uncertainty | 1,637,349 | | | | | 1,637,349 |
| Unappropriated | 1,238,100 | | | | | 1,158,100 |
| Available Fund Balance | 2,875,449 | 4,808,300 | (80,000) | (4,808,300) | (80,000) | 2,795,448.61 |
| <u>Special Revenue Funds</u> | | | | | | |
| 210 Gas Tax Fund | 106,946 | 48,500 | | (25,000) | 23,500 | 130,446 |
| 211 SB1 Fund | 160,731 | 40,800 | | (190,000) | (149,200) | 11,531 |
| 212 Measure X | 75,039 | 94,400 | (74,100) | (94,400) | (74,100) | 939 |
| 221 FORA Habitat Management Fund | 701,905 | - | | - | - | 701,905 |
| 223 ARPA Fund | 61,872 | - | | (50,000) | (50,000) | 11,872 |
| 231 BSCC Officer Wellness & Health | 12,833 | - | | (2,000) | (2,000) | 10,833 |
| 235 Asset Forfeitures | - | - | | - | - | - |
| 235 Asset Forfeitures | 5,000 | - | | - | - | 5,000 |
| 236 DEA Grant | - | 44,000 | | (44,000) | - | - |
| 242 REAP Grant | - | 42,500 | | (42,500) | - | - |
| 251 CalFIRE Grant | - | 297,300 | | (297,300) | - | - |
| 260 CDBG Grant Fund | - | 90,000 | | (90,000) | - | - |
| <u>Capital Project Funds</u> | | | | | | |
| 301 Capital Projects Fund (GF Only) | 950 | | 80,000 | (80,000) | - | 950 |
| 321 SBR Engineering Fund | 505,830 | | | (300,000) | (300,000) | 205,830 |
| 322 SBR/GJM Intersection Fund | 1,056,168 | | | - | - | 1,056,168 |
| 323 SBR Construction Fund | 7,268,813 | - | - | - | - | 7,268,813 |
| 331 FHWA Grant Fund | - | 543,400 | 74,100 | (617,500) | - | - |
| Total All Funds | 12,831,535 | 6,009,200 | - | (6,641,000) | (631,800) | 12,199,735 |

The **General Fund** operating revenues and expenses are balanced. There is a slight use of fund balance for some capital improvement projects.

Special Revenue and Capital Project Funds Budgets (Non-General Fund)

The non-general fund revenues are used in accordance with the grant or legal requirements. Appropriations details are included in the FY 2024-25 Proposed Budget Detail. Below is a brief description of each fund and its use.

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

The **Gas Tax Fund** is used to account for gas tax revenues received. For FY 2024-25, the fund shows an operating surplus of \$21,500, with an estimated year-end balance of \$128,446. These funds can be used only for street maintenance and repair purposes. The City uses these monies for street sweeping and street lighting. The surplus funds are available to be used as a match for grants or built up for a major street project.

The **SB1 Fund** is used to account for gas tax revenues generated under Senate Bill 1 otherwise known as the Road Rehabilitation Maintenance Act which can be spent only on street related

purposes. For FY 2024-25 all funds are expected to be spent on street projects. The projects are listed in the Capital Improvement Plan (CIP) below.

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

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

The fund has a fund balance that staff recommends utilizing for the FHWA grant match requirement of \$74,100 for the Rosita Emergency Repairs project (in the CIP).

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

The **American Rescue Plan Act (ARPA) Fund** is used to account for the \$395,672 in federal monies the City is received to mitigate revenue loss resulting from the pandemic. The remaining one-time monies in this account are recommended for use to fund the City Hall Parking Lot Improvements and City Hall Roof Repair projects, listed in the CIP.

The **BSCC Officer Wellness & Health Fund** and **Asset Forfeitures Fund** can be used only for police related expenditures as allowed by law and under the grant guidelines.

The **Drug Enforcement Administration (DEA) Grant** is used to account for the DEA grant reimbursements for overtime pay for police officers trained to work on the DEA Task Force. The grant runs through September 30, 2026.

The **REAP Grant** can be used only for developing and implementing the Housing Element.

The **CalFIRE Grant** project will be used for the reduction of wildfire fuels along Del Rey Park and Via Verde and in Work Memorial Park.

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

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

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

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

Capital Improvements

Below is a summary of the proposed capital improvement projects included in the Proposed Budget.

| Project Description | Estimated Cost | FY 2024-25 | FY 2025-26 | FY 2026-27 | FY 2027-28 | FY 2028-29 | Funded | Unfunded | Source |
|---|---------------------|---------------------|-------------------|-------------------|-------------|---------------------|---------------------|---------------------|---------------------------------|
| Saucito/Work Gutter & Curb | \$ 40,000 | \$ 40,000 | | | | | \$ 40,000 | \$ - | SB 1 |
| Angelus/Rosita Drainage Repairs | \$ 150,000 | \$ 150,000 | | | | | \$ 150,000 | \$ - | SB 1 |
| Rosita Emergency Repair (Prelim. Eng.) | \$ 49,400 | \$ 49,400 | | | | | \$ 49,400 | \$ - | FHWA Grant |
| Rosita Emergency Repair (Const. Eng.) | \$ 74,100 | \$ 74,100 | | | | | \$ 74,100 | \$ - | Measure X FB |
| Rosita Emergency Repair (Construction.) | \$ 494,000 | \$ 494,000 | | | | | \$ 494,000 | \$ - | FHWA Grant |
| Wildfire Fuels Reduction | \$ 297,300 | \$ 297,300 | | | | | \$ 297,300 | \$ - | Cal Fire Grant (2024 carryover) |
| City Hall Parking Lot Improvements | \$ 150,000 | \$ 150,000 | | | | | \$ 150,000 | \$ - | ARPA (FY24 carryover) |
| City Hall Roof Repairs | \$ 47,446 | \$ 47,446 | | | | | \$ 47,446 | \$ - | ARPA (FY24 carryover) |
| City Hall Fence Replacement | \$ 20,000 | \$ 20,000 | | | | | \$ 20,000 | \$ - | GF Fund Balance |
| Council Chamber Technology Upgrades | \$ 10,000 | \$ 5,000 | \$ 5,000 | | | | \$ 10,000 | \$ - | GF Fund Balance |
| Del Rey Park Accessibility Improvements | \$ 90,000 | | \$ 90,000 | | | | \$ 90,000 | \$ - | 2024-25 CDBG |
| Via Verde Curb & Gutter Repair | \$ 90,000 | | \$ 90,000 | | | | \$ 90,000 | \$ - | Gas Tax |
| City Hall Sewer Upgrades | \$ 40,000 | | \$ 40,000 | | | | \$ 40,000 | \$ - | GF Fund Balance |
| Adair Stairs Repairs | \$ 15,000 | | \$ 15,000 | | | | \$ 15,000 | \$ - | GF Fund Balance |
| City Hall Chamber Renovation | \$ 50,000 | | \$ 50,000 | | | | \$ 50,000 | \$ - | GF Fund Balance |
| Park Bathroom Water Efficiency | \$ 40,000 | | | \$ 40,000 | | | \$ 40,000 | \$ - | GF Fund Balance |
| Tot Playground Replacement | \$ 170,000 | | | \$ 170,000 | | | \$ - | \$ 170,000 | TBD |
| Street Resurfacing Program | \$ 1,000,000 | | | | | \$ 1,000,000 | \$ - | \$ 1,000,000 | Measure X Loan |
| South Boundary Realignment Design | \$ 600,000 | \$ 300,000 | \$ 200,000 | \$ 100,000 | | | \$ 600,000 | \$ - | SBR Engineering Fund |
| Totals | \$ 3,427,246 | \$ 1,627,246 | \$ 490,000 | \$ 310,000 | \$ - | \$ 1,000,000 | \$ 2,257,246 | \$ 1,170,000 | |

As the Funding Source summary shows below, of the \$3.4 million in projects over the next 5 years all projects are funded except for \$1,170,000 which are scheduled for future years.

| Financing Source | Estimated Cost | FY 2024-25 | FY 2025-26 | FY 2026-27 | FY 2027-28 | FY 2028-29 | Funded | Unfunded |
|-----------------------------------|---------------------|---------------------|-------------------|-------------------|-------------|---------------------|---------------------|---------------------|
| ARPA Grant | \$ 197,446 | \$ 197,446 | \$ - | \$ - | \$ - | \$ - | \$ 197,446 | \$ - |
| Community Development Block Grant | \$ 90,000 | \$ - | \$ 90,000 | \$ - | \$ - | \$ - | \$ 90,000 | \$ - |
| Gas Tax Fund | \$ 90,000 | \$ - | \$ 90,000 | \$ - | \$ - | \$ - | \$ 90,000 | \$ - |
| General Fund Fund Balance | \$ 175,000 | \$ 25,000 | \$ 110,000 | \$ 40,000 | \$ - | \$ - | \$ 175,000 | \$ - |
| Cal Fire Grant | \$ 297,300 | \$ 297,300 | \$ - | \$ - | \$ - | \$ - | \$ 297,300 | \$ - |
| FHWA Grant | \$ 543,400 | \$ 543,400 | \$ - | \$ - | \$ - | \$ - | \$ 543,400 | \$ - |
| Measure X Fund Balance | \$ 1,074,100 | \$ 74,100 | \$ - | \$ - | \$ - | \$ 1,000,000 | \$ 74,100 | \$ 1,000,000 |
| SB1 Fund Balance | \$ 190,000 | \$ 190,000 | \$ - | \$ - | \$ - | \$ - | \$ 190,000 | \$ - |
| SBR Engineering Fund | \$ 600,000 | \$ 300,000 | \$ 200,000 | \$ 100,000 | \$ - | \$ - | \$ 600,000 | \$ - |
| To Be Determined | \$ 170,000 | \$ - | \$ - | \$ 170,000 | \$ - | \$ - | \$ - | \$ 170,000 |
| Totals | \$ 3,427,246 | \$ 1,627,246 | \$ 490,000 | \$ 310,000 | \$ - | \$ 1,000,000 | \$ 2,257,246 | \$ 1,170,000 |

Budget Policy Changes

Over the course of the next several months, staff will work with the Finance Committee to develop and update the City's financial policies. Some areas of focus are recommended to include Establishing, Funding and Utilization of Reserve Funds; Use of Fund Balances; City Manager Signing Authority; Planning for Long-Range Capital Replacement Planning; Revenues; Capital Improvement Program.

City's Existing Debt

At June 30, 2023, the City had the existing debt shown below. The FY 2024-25 budget includes payments on the financed purchases in the Police Department budget. Payments of \$94,400 on the Measure X loan are budgeted in the Measure X fund.

| | Amount Due | Term | Notes |
|---------------------------------|------------------|--------------|---|
| Financed Purchases: | | | |
| Police body cameras | 79,008 | 5 yrs | Included in operating budget |
| Police software | 16,738 | 2 yrs | Included in operating budget |
| Loans Payable: | | | |
| Federal Group | 1,200,000 | Undetermined | To be paid from Fort Ord Development revenues |
| Federal Group Compound Interest | 390,454 | Undetermined | To be paid from Fort Ord Development revenues |
| TAMC Measure X Loan | 543,979 | 10 years | Being paid from City's Measure X revenue ¹ |
| Total Debt | 2,230,179 | | |

Of the total debt of \$2,230,179, the General Fund is responsible for only \$95,746 for the financed purchases which are included in the police department operating budget.

Federal Group International, LLC Loan Payable

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

The stipulation in the agreement tying the repayment to revenue generated by future development was included to protect the City in the case that development is not done or feasible. At this time staff recommends following the original plan of paying the note off from the additional revenues generated when development takes place on the former Fort Ord property.

TAMC Measure X Loan Payable \$543,979 as of June 30, 2023

In December 2018, the City entered into an agreement with the Transportation Agency for Monterey County (TAMC) for the purpose of receiving advance funding for the Del Rey Oaks Slurry Seal (the project). TAMC advanced \$861,300 to the City. The loan is payable from Measure X revenue, which can only be estimated year to year, so no amortization schedule has been established at this time. An interest rate of 2.5% is fixed until such time as the Monterey County Pool Quarterly Rate rises above 2.0%, at which point the interest rate will be variable, tied to the Monterey County Pool Quarterly Rate plus 50 basis points, only becoming fixed again at 2.5% when the Monterey County Pool Quarterly Rate drops below 2.0%.

Repayment was originally estimated to take place over 10 years. The annual payment for FY 2024-25 is \$94,400 based on TAMC's estimate. Once the advance is paid off, then the City will begin to receive its annual share. Measure X is a county-wide sales tax measure. Measure X monies are restricted to transportation improvements.

Use of General Fund Fund Balance

At June 30, 2023, the General Fund had an available fund balance of \$2,880,201 of which \$1,637,349 was reserved by Council for Economic Uncertainties.

For FY 2024-2025, staff will work with the Finance Committee to establish a policy to guide the use of available General Fund balances.

RECOMMENDATION

Adopt the proposed budget for FY 2024-25.

CONCLUSION

The Finance Committee's recommendations for the FY 2024-25 budget are included in the proposed budget.

Respectfully submitted,

John Guertin
City Manager

Attachments:
FY 2024-2025 Proposed Budget Detail
FY 2024-2025 Proposed Capital Projects
FY 2024-2025 Appropriations Limit
FY 2024-2025 Salary Schedule
FY 2024-2025 Position Control List

RESOLUTION NO. 2024-10

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS APPROVING THE BUDGET FOR FISCAL YEAR 2024-2025

-oOo-

WHEREAS, the City of Del Rey Oaks staff is required to present a balanced budget prior to the start of each fiscal year which begins July 1 of the current year; and

WHEREAS, the City Staff works diligently to present a transparent, fiscally responsible, and balanced budget; and

WHEREAS, the Budget presented for Fiscal Year 2024-25 is transparent, fiscally responsible, and balanced.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Del Rey Oaks, California that the attached Budget for FY 2024-2025 is hereby approved along with the attached Salary Schedule, Position Control List and Appropriations Limit.

PASSED AND ADOPTED at a regular meeting of the Del Rey Oaks City Council duly held on June 25, 2024 by the following vote:

AYES:

NOES:

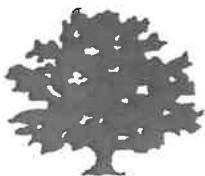
ABSENT:

ABSTAIN:

Scott Donaldson
Mayor

ATTEST:

Karen Minami
City Clerk



CITY OF DEL REY OAKS

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

Staff Report

TO: Honorable Mayor and City Council Members
FROM: John Guertin, City Manager
DATE: June 25, 2024
SUBJECT: Establishing an Appropriations Limit for FY 2024-2025

CEQA:

This action does not constitute a "project" as defined by the California Environmental Quality Act (CEQA) guidelines section 15378.

Discussion:

Article XIII B of the California Constitution provides that the total annual appropriations subject to limitations of each governmental entity, shall not exceed the appropriations limit of such entity of government for the prior year, adjusted for changes in population and inflation mandated by Proposition 4 (1979) and Proposition 111 (1990), except as otherwise provided in said Article XIII B and implementing state statutes. Pursuant to Article XIII B of the California Constitution, and Section 7900 et seq. of the California Government Code, the City is required to calculate and set its appropriations limit for each fiscal year.

Pursuant to Section 7910 of the California Government Code, the City has made available to the public the documentation used in the determination of the appropriations limit. The appropriations limit for FY 2023-2024 was calculated at \$5,563,197, and a new appropriations limit for Fiscal Year 2024-2025 has been calculated as \$5,572,676 using the inflation factor and annual percent change in population as required by state law.

Fiscal Impact:

There is no direct fiscal impact that would result from adopting the proposed annual Appropriations Limit.

Recommendation:

Staff recommends the adoption of the proposed appropriations limit for Fiscal Year 2024-2025 in the amount of \$5,572,676.

Respectfully submitted,

John Guertin
 City Manager

Attachments:

Resolution for FY 2024-2025 Appropriation Limit
 Schedule 1-3

RESOLUTION NO. 2024-11**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS
ESTABLISHING AN APPROPRIATIONS LIMIT FOR THE FISCAL YEAR 2024-2025
PURSUANT TO ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION**

WHEREAS, Article XIII B of the California Constitution provides that the total annual appropriations subject to limitation of each governmental entity, including this City, shall not exceed the appropriation limit of such entity of government for the prior year adjusted for changes in the cost of living or personal income and population, except as otherwise provided for in said Article XIII B and implementing State statutes; and

WHEREAS, pursuant to said Article XIII B of said California Constitution, and 7900 *et seq.* of the California Government Code, the City is required to set its appropriations limit for each fiscal year; and

WHEREAS, the City Council of the City of Del Rey Oaks has interpreted the technical provisions of said Proposition 4 computations and has caused a technical review to be made of the documentation for the City's said appropriation limitation, and has caused the numbers upon which the City's appropriation limit was and is based to be calculated on the basis of increase/decrease in city or county population; and

WHEREAS, based on such calculations the City Clerk has determined the said appropriation limit and pursuant to Section 7910 of said California Government Code has made available to the public the documentation used in the determination of said appropriation limit;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Del Rey Oaks, California that said appropriation limit for fiscal year 2024-2025 shall be and is hereby set in the amount of \$5,572,676 for said fiscal year. The Appropriations from Proceeds of Taxes Subject to the Limit is \$2,872,975.

Therefore, the City's Appropriations Subject to the Limit are under the Appropriations Limit.

PASSED AND ADOPTED at a regular meeting of the Del Rey Oaks City Council
duly held on June 25, 2024 by the following vote:

AYES:
NAYS:
ABSENT:
ABSTAIN:

Scott Donaldson
Mayor

ATTEST:

Karen Minami
City Clerk

CITY OF DEL REY OAKS
APPROPRIATIONS LIMIT CALCULATION
FY 2024-2025

SCHEDULE 1

| | | |
|--------------------------------|---|-------------------------|
| FY 2023-24 Appropriation Limit | | <u>\$5,343,792</u> |
| Add: 2024-25 Multiplier | x | <u>1.0428</u> |
| FY 2024-25 Appropriation Limit | | <u><u>5,572,676</u></u> |

Note: The multiplier is calculated based on information provided by the State Department of Finance as follows:

| | |
|---------------------------------------|--------------|
| California per Capita personal Income | 3.62 percent |
| Change in City's population: | 0.64 percent |

Convert the above percentages to factors and multiply

| | | |
|-----------------------|---|----------------------|
| | | 1.0362 |
| | x | <u>1.0064</u> |
| FY 2024-25 Multiplier | | <u><u>1.0428</u></u> |

**CITY OF DEL REY OAKS
SCHEDULE TO CATEGORIZE REVENUE
FY 2024-2025**

SCHEDULE 2

| | <u>PROCEEDS FROM TAXES</u> | <u>NON-PROCEEDS FROM TAXES</u> |
|--|------------------------------------|--|
| <u>GENERAL FUND</u> | | |
| <u>TAXES</u> | | |
| PROPERTY TAXES | 780,800 | |
| SALES TAX | 1,313,000 | |
| OTHER TAXES | 530,500 | |
| FRANCHISE FEES | | 191,000 |
| <u>LICENSES AND PERMITS</u> | | 72,300 |
| <u>FINES AND PENALTIES</u> | | 12,200 |
| <u>INTERGOVERNMENTAL</u> | | 239,200 |
| <u>USE OF PROPERTY</u> | | 98,700 |
| <u>CHARGES FOR SERVICES</u> | | 1,435,600 |
| <u>OTHER REVENUE</u> | | 0 |
| <u>MX - TRANSPORTATION SAFETY & INVESTMENT</u> | 94,400 | |
| <u>SB1 ROAD MAINTENANCE & REHAB</u> | 40,800 | |
| <u>SPECIAL GAS TAX FUND</u> | 48,500 | 0 |
| ARPA Fund | | 0 |
| Asset Forfeitures | | 0 |
| REAP Grant | | 297,300 |
| Cal-Fire Grant | | 42,500 |
| CDBG Grant | | 50,000 |
| FHWA Grant | | 543,400 |
| DEA | | 44,000 |
| <u>ALL FUNDS</u> | | |
| INVESTMENT EARNINGS | <u>64,975</u> | <u>70,025</u> |
| | <u>2,872,975</u> | <u>3,096,225</u> |
| <u>INVESTMENT EARNINGS DISTRIBUTION</u> | | |
| PROCEEDS FROM TAXES | 2,808,000 | 48.13% |
| NON-PROCEEDS FROM TAXES | 3,026,200 | 51.87% |
| | <u>5,834,200</u> | <u>100.00%</u> |
| General Fund | 135,000 | |
| Measure X Transportation Fund | 0 | |
| SB1 Road Maintenance Fund | 0 | |
| Special Gas Tax Fund | 0 | |
| Total Investment Earnings | <u>135,000</u> | |

CITY OF DEL REY OAKS
APPROPRIATIONS SUBJECT TO LIMITATION
FY 2024-2025

SCHEDULE 3

| | |
|---|---------------------------|
| Proceeds of Taxes | 2,872,975 |
| Exclusions: | <u>0</u> |
| Appropriations Subject to Limitation | 2,872,975 |
| Appropriations Limit | <u>5,572,676</u> |
| Appropriations Over/(Under) Limit | <u><u>(2,699,701)</u></u> |



CITY OF DEL REY OAKS

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

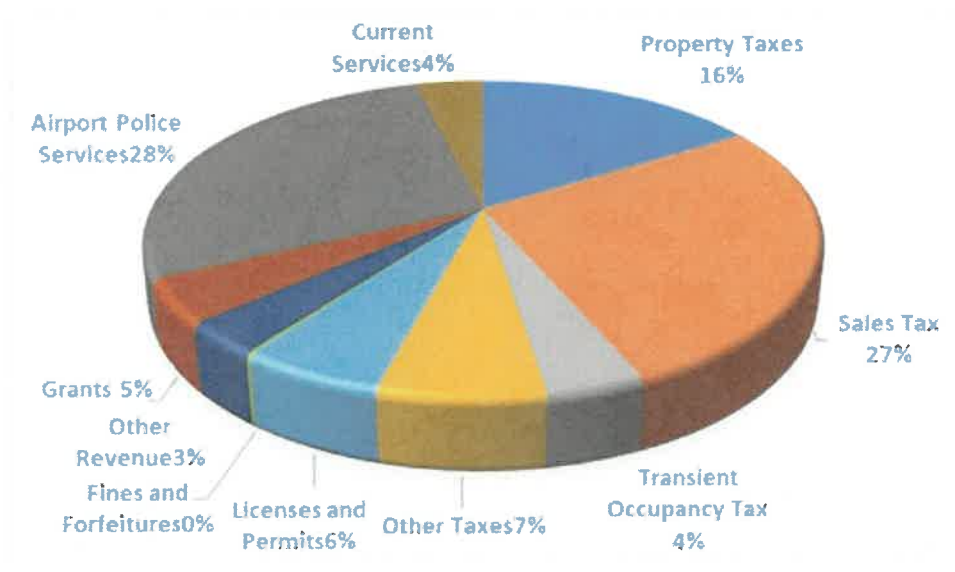
The FY 2024-2025 Budget in Brief

FY 2024-2025 General Fund Estimated Revenues

As shown in the table below, 71.5% of the General Fund revenue comes from three sources – Airport Police Services, Sales Tax and Property Taxes.

| Revenue: | | |
|--------------------------------|---------------------|-------------|
| Airport Police Services | \$ 1,345,700 | 28.0% |
| Sales Tax | 1,313,000 | 27.3% |
| Property Taxes | 780,800.0 | 16.2% |
| Other Taxes | 511,500 | 10.6% |
| Licenses and Permits | 281,300 | 5.9% |
| Grants | 219,200 | 4.6% |
| Current Services | 183,900 | 3.8% |
| Other Revenue | 160,700 | 3.3% |
| Fines and Forfeitures | 12,200 | 0.3% |
| Total Estimated Revenue | \$ 4,808,300 | 100% |

The pie chart below shows the percentage allocation of the City's revenues.

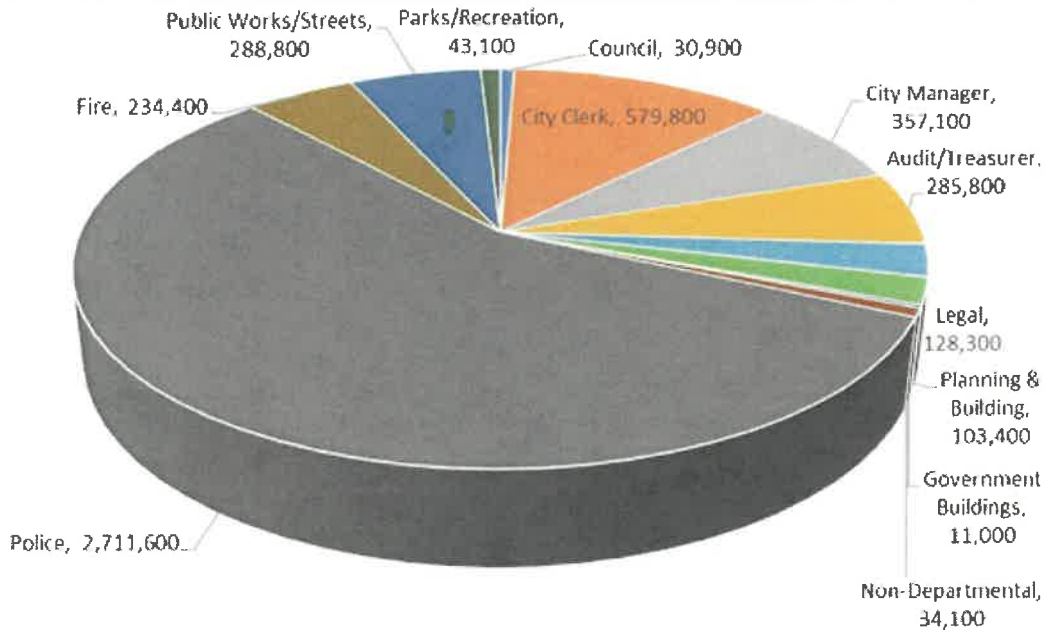


FY 2024-2025 General Fund Operating Budget

The FY 2024-2025 General Fund recommended operating budget totals \$4,808,300. Police department expenditures represent the largest expense at 56.6% of the operating budget. The proposed FY 2024-2025 General Fund operating budget, by department/service activity is as follows:

| Expenditures: | | |
|-------------------------------------|---------------------|---------------|
| Police | \$ 2,711,600 | 56.4% |
| City Clerk | 579,800 | 12.1% |
| City Manager | 357,100 | 7.4% |
| Public Works/Streets | 288,800 | 6.0% |
| Audit/Treasurer | 285,800 | 5.9% |
| Fire/Animal Control | 234,400 | 4.9% |
| Legal | 128,300 | 2.7% |
| Planning & Building | 103,400 | 2.2% |
| Parks/Recreation | 43,100 | 0.9% |
| Non-Departmental | 34,100 | 0.7% |
| Council | 30,900 | 0.6% |
| Government Buildings | 11,000 | 0.2% |
| Total FY 2025 Appropriations | \$ 4,808,300 | 100.0% |

The pie chart below shows the General Fund expenditures by department.



Fifteen full-time positions are proposed for FY 2024-2025. Eleven Police positions are authorized but only 10 positions are filled for FY 2024-2025 Budget.

SUMMARIES & SCHEDULES

Fund Balance

| City of Del Rey Oaks | | | | | | |
|-------------------------------------|--|----------------------------------|------------------------------------|----------------------------|----------------------------------|-----------------------------|
| FY 2024-25 Budget Summary by Fund | | | | | | |
| Fund | Estimated Fund Balance 6/30/2023 | Estimated Revenue FY 24-25 | Interfund Transfers FY 24-25 | Appropriations FY 24-25 | Surplus (Deficit) FY 24-25 | Est. Fund Bal. 6/30/2025 |
| 100 General Fund | | | | | | |
| <u>Available</u> | | | | | | |
| Unassigned-Economic Uncertainties | 1,637,349 | | | | | 1,637,349 |
| Unappropriated | 1,238,100 | | | | | 1,158,100 |
| Available Fund Balance | <u>2,875,449</u> | 4,808,300 | (80,000) | (4,808,300) | (80,000) | <u>2,795,448.61</u> |
| <u>Special Revenue Funds</u> | | | | | | |
| 210 Gas Tax Fund | 106,946 | 48,500 | | (25,000) | 23,500 | 130,446 |
| 211 SB1 Fund | 160,731 | 40,800 | | (190,000) | (149,200) | 11,531 |
| 212 Measure X | 75,039 | 94,400 | (74,100) | (94,400) | (74,100) | 939 |
| 221 FORA Habitat Management Fund | 701,905 | - | | - | - | 701,905 |
| 223 ARPA Fund | 61,872 | - | | (50,000) | (50,000) | 11,872 |
| 231 BSCC Officer Wellness & Health | 12,833 | - | | (2,000) | (2,000) | 10,833 |
| 235 Asset Forfeitures | - | - | | - | - | - |
| 235 Asset Forfeitures | 5,000 | - | | - | - | 5,000 |
| 236 DEA Grant | - | 44,000 | | (44,000) | - | - |
| 242 REAP Grant | - | 42,500 | | (42,500) | - | - |
| 251 CalFIRE Grant | - | 297,300 | | (297,300) | - | - |
| 260 CDBG Grant Fund | - | 90,000 | | (90,000) | - | - |
| <u>Capital Project Funds</u> | | | | | | |
| 301 Capital Projects Fund (GF Only) | 950 | | 80,000 | (80,000) | - | 950 |
| 321 SBR Engineering Fund | 505,830 | | | (300,000) | (300,000) | 205,830 |
| 322 SBR/GJM Intersection Fund | 1,056,168 | | | | - | 1,056,168 |
| 323 SBR Construction Fund | 7,268,813 | - | - | - | - | 7,268,813 |
| 331 FHWA Grant Fund | - | 543,400 | 74,100 | (617,500) | - | - |
| Total All Funds | <u>12,831,535</u> | <u>6,009,200</u> | <u>-</u> | <u>(6,641,000)</u> | <u>(631,800)</u> | <u>12,199,735</u> |

SUMMARIES & SCHEDULES
General Fund Summary

| | FY 2023 Actual 06/30/2023 | FY 2024 Current Budget | FY 2025 Proposed Budget | Increase/ (Decrease) | Percent Change |
|-------------------------|------------------------------|------------------------------|----------------------------|-------------------------|----------------|
| Revenues: | | | | | |
| Airport Police Services | 1,083,650 | 1,376,500 | 1,345,700 | (30,800) | -2.2% |
| Sales Tax | 1,305,062 | 1,313,000 | 1,313,000 | - | 0.0% |
| Property Taxes | 774,674 | 770,100 | 780,800 | 10,700 | 1.4% |
| Other Taxes | 481,457 | 500,650 | 511,500 | 10,850 | 2.2% |
| Licenses and Permits | 308,381 | 286,300 | 281,300 | (5,000) | -1.7% |
| Grants | 238,261 | 232,730 | 219,200 | (13,530) | -5.8% |
| Current Services | 174,497 | 235,020 | 183,900 | (51,120) | -21.8% |
| Other Revenue | 88,205 | 150,700 | 160,700 | 10,000 | 6.6% |
| Fines and Forfeitures | 7,248 | 12,200 | 12,200 | - | 0.0% |
| Total Revenues | 4,461,435 | 4,877,200 | 4,808,300 | (68,900) | -1.4% |

| | FY 2023 Actual 06/30/2023 | FY 2024 Current Budget | FY 2025 Proposed Budget | Increase/ (Decrease) | Percent Change |
|---------------------------|------------------------------|------------------------------|----------------------------|-------------------------|----------------|
| Expenditures: | | | | | |
| Police | 2,460,541 | 2,623,800 | 2,711,600 | 87,800 | 3.3% |
| City Clerk | 367,258 | 455,470 | 579,800 | 124,330 | 27.3% |
| City Manager | 287,642 | 318,300 | 357,100 | 38,800 | 12.2% |
| Public Works/Streets | 252,945 | 340,830 | 288,800 | (52,030) | -15.3% |
| Finance | 271,604 | 303,852 | 285,800 | (18,052) | -5.9% |
| Fire/Animal Control | 219,102 | 227,600 | 234,400 | 6,800 | 3.0% |
| Legal | 139,898 | 153,300 | 128,300 | (25,000) | -16.3% |
| Planning & Building | 213,669 | 122,400 | 103,400 | (19,000) | -15.5% |
| Parks/Recreation | 47,721 | 43,500 | 43,100 | (400) | -0.9% |
| Non-Departmental | 32,256 | 42,700 | 34,100 | (8,600) | -20.1% |
| Council | 23,894 | 32,200 | 30,900 | (1,300) | -4.0% |
| Government Buildings | 10,494 | 19,100 | 11,000 | (8,100) | -42.4% |
| Total-General Fund | 4,327,024 | 4,683,052 | 4,808,300 | 125,248 | 2.7% |

**City of Del Rey Oaks
FY 2025 Proposed Budget**

| | FY 2022-2023 | FY 2023-2024 | FY 2024-25 | |
|------------------------------------|------------------------------|---------------------------|----------------------------|--------------------------------|
| | Actual 06/30/2023 | Current Budget | Proposed Budget | Increase (Decrease) |
| 100- General Fund | | | | |
| Revenue | | | | |
| Non Department Specific | | | | |
| P/T-Secured | 540,389 | 531,000 | 541,600 | 10,600 |
| P/T-Unsecured | 23,803 | 26,900 | 27,000 | 100 |
| P/T-Prior Secured | 4,510 | 6,100 | 6,100 | - |
| Prior Unsecured | - | 100 | 100 | - |
| P/T-Unitary Tax | 10,539 | 10,000 | 10,000 | - |
| P/T-Supplemental Roll (SB813) | 14,994 | 12,200 | 12,200 | - |
| Property Tax - VLF | 179,366 | 183,000 | 183,000 | - |
| Prop Tax-Interest/Penalty | 1,072 | 800 | 800 | - |
| Sales Tax | 455,955 | 470,000 | 470,000 | - |
| Sales Tax - 145 (Measure S-1%) | 508,336 | 562,000 | 562,000 | - |
| Sales Tax -409 (Measure R 1/2%) | 340,770 | 281,000 | 281,000 | - |
| Cannabis Tax | 103,668 | 99,000 | 100,000 | 1,000 |
| Cannabis Tax-Delinquent | 169,488 | 10,000 | - | (10,000) |
| Transient Occupancy Tax | - | 190,000 | 190,000 | - |
| Property Transfer Tax | 9,183 | 8,150 | 8,500 | 350 |
| Sewer Impact | 20,766 | 15,000 | 22,000 | 7,000 |
| Business Licenses | 205,750 | 210,000 | 210,000 | - |
| Gas Franchises | 8,071 | 8,000 | 8,000 | - |
| Electric Franchises | 21,570 | 21,500 | 22,000 | 500 |
| Garbage Franchises | 99,265 | 100,000 | 110,000 | 10,000 |
| Cable Tv Franchises | 26,580 | 26,000 | 26,000 | - |
| Water Franchises | 22,865 | 23,000 | 25,000 | 2,000 |
| SB1186 Disability Access Fund | 2,179 | 1,000 | 1,000 | - |
| SB1473 Environmental Assessment Fe | 86 | 100 | 100 | - |
| Building Permits | 51,083 | 40,000 | 40,000 | - |
| Cannabis Business Permit | 20,089 | 10,000 | 5,000 | (5,000) |
| Plan Check Fees | 23,853 | 17,000 | 17,000 | - |
| Street Opening Permits Fees | 3,500 | 5,000 | 5,000 | - |
| Plumbing Permits | 2,750 | 1,600 | 1,600 | - |
| Electrical Permits | 875 | 1,600 | 1,600 | - |
| Other Licenses/Permits | 395 | 1,000 | 1,000 | - |
| Fines & Forfeitures | 1,662 | 1,700 | 1,700 | - |
| Vehicle Code Fines | 275 | 3,500 | 3,000 | (500) |
| Parking and Admin Fines | 5,311 | 7,000 | 7,500 | 500 |
| Interest Earned | 93,965 | 120,000 | 120,000 | - |
| Interest Earned-PARS | (28,823) | 2,500 | 15,000 | 12,500 |

**City of Del Rey Oaks
FY 2025 Proposed Budget**

| | FY 2022-2023 | FY 2023-2024 | FY 2024-25 | |
|--------------------------------------|------------------------------|---------------------------|----------------------------|--------------------------------|
| | Actual 06/30/2023 | Current Budget | Proposed Budget | Increase (Decrease) |
| Rental Income - Garden Center | 30,700 | 36,000 | 36,000 | - |
| Rental Income - Airport RV | 34,200 | 35,000 | 35,000 | - |
| Rental Income - PW Bldg (CHC Enterpr | 17,547 | 24,000 | 24,000 | - |
| HOPTR | 2,060 | 1,200 | 1,200 | - |
| Vehicle License Collection | 2,930 | - | 2,500 | 2,500 |
| COPS | 165,271 | 165,200 | 185,000 | 19,800 |
| AMBAG REAP Grant - Housing Element | 19,971 | 20,980 | - | (20,980) |
| HCD LEAP Grant - Housing Element | 33,750 | 18,300 | - | (18,300) |
| SB1383 Organics Recycling | 6,292 | 9,000 | 9,000 | - |
| Prop 172 | 12,576 | 25,000 | 20,000 | (5,000) |
| Wellness Program | 7,500 | 7,500 | 7,500 | - |
| Police Grants & Other Reimbursement | - | 6,250 | 10,700 | 4,450 |
| POST Reimbursements | 5,476 | 5,500 | 7,000 | 1,500 |
| Grant Other Agencies | - | 5,820 | - | (5,820) |
| Police Service Fees | 3,325 | 1,000 | 1,000 | - |
| Police Services-Special Events | 37,050 | 48,000 | 40,000 | (8,000) |
| Public Events | - | 7,500 | 7,500 | - |
| Use Permits | 31,680 | 20,000 | 22,000 | 2,000 |
| Maps/Publications | - | 100 | 100 | - |
| Property Inspections | 3,750 | 4,500 | 4,500 | - |
| Miscellaneous Revenue | 10,845 | 50,000 | 10,300 | (39,700) |
| Rental - Park | 5,400 | 3,100 | 3,500 | 400 |
| Miscellaneous Refunds | 3,318 | 1,000 | 1,000 | - |
| Total Non Department Specific | 3,377,784 | 3,500,700 | 3,462,600 | (38,100) |
| Police | | | | |
| Airport Police Services | 1,083,650 | 1,376,500 | 1,345,700 | (30,800) |
| Total Police | 1,083,650 | 1,376,500 | 1,345,700 | (30,800) |
| Total Revenue | 4,461,435 | 4,877,200 | 4,808,300 | (68,900) |
| Expense | | | | |
| Council | | | | |
| Council Member Stipend | 7,400 | 7,500 | 7,500 | - |
| Medicare-ER | 107 | 200 | 200 | - |
| Social Security-ER | 459 | 500 | 500 | - |
| Unemployment Ins-Fed & State | 67 | 100 | 100 | - |
| Dental Expense | 5,167 | 10,750 | 8,900 | (1,850) |
| Materials/Supply | - | 150 | 200 | 50 |
| Membership Dues-Professional Org | 982 | 4,000 | 3,000 | (1,000) |
| Strategic Planning | 2,125 | 5,000 | 5,000 | - |

**City of Del Rey Oaks
FY 2025 Proposed Budget**

| | FY 2022-2023 | FY 2023-2024 | FY 2024-25 | |
|----------------------------------|------------------------------|---------------------------|----------------------------|--------------------------------|
| | Actual 06/30/2023 | Current Budget | Proposed Budget | Increase (Decrease) |
| Misc Expenses | - | - | 1,500 | 1,500 |
| Travel Expenses | 7,587 | 4,000 | 4,000 | - |
| Total Council | 23,894 | 32,200 | 30,900 | (1,300) |
| City Clerk | | | | |
| Payroll | 142,927 | 149,600 | 235,500 | 85,900 |
| Overtime | 8,013 | 20,000 | 10,000 | (10,000) |
| PERS UAL | 38,622 | 36,900 | 44,500 | 7,600 |
| PERS Retirement | 9,713 | 13,800 | 23,800 | 10,000 |
| Medicare-ER | 2,141 | 2,200 | 3,400 | 1,200 |
| Unemployment Ins-Fed & State | 196 | 200 | 100 | (100) |
| Dental Expense | 2,289 | 3,200 | 4,800 | 1,600 |
| Health Insurance | 40,601 | 60,500 | 99,400 | 38,900 |
| Health Insurance -Retiree | - | 1,800 | 1,000 | (800) |
| Vision Ins | 278 | 500 | 700 | 200 |
| Workers Comp and EAP | 11,091 | 9,100 | 14,100 | 5,000 |
| Wellness Program | 1,302 | 1,000 | 1,500 | 500 |
| Materials/Supply | 10,437 | 16,300 | 5,000 | (11,300) |
| Office Supplies | 6,322 | 11,200 | 10,000 | (1,200) |
| Repair/Maintenance | 3,341 | 1,000 | 1,000 | - |
| Other Outside Services | - | 3,000 | 5,000 | 2,000 |
| Shredding Services | 465 | 1,000 | 1,000 | - |
| Telephone | 8,527 | 7,700 | 7,000 | (700) |
| Internet | - | - | 2,000 | 2,000 |
| Website Design & Maintenance | 1,106 | 3,800 | 1,000 | (2,800) |
| Postage / Shipping | 4,861 | 3,000 | 3,000 | - |
| Training | 2,163 | 5,000 | 5,000 | - |
| Insurance-Liability | 13,266 | 17,370 | 42,600 | 25,230 |
| Insurance-Property | - | 1,300 | - | (1,300) |
| Contract Services - IT | 9,019 | 7,800 | 10,000 | 2,200 |
| HR Services-RGS | 51 | 31,500 | - | (31,500) |
| Temporary Assistance | 25,614 | 10,000 | - | (10,000) |
| Software/Server Subscription | 2,232 | 10,000 | 15,000 | 5,000 |
| Agenda Management System | - | 5,000 | 5,000 | - |
| Document Management System | - | 1,500 | 1,500 | - |
| Municipal Code Service | 6,221 | 10,000 | 5,000 | (5,000) |
| Membership Dues-Professional Org | 257 | 3,200 | 500 | (2,700) |
| Membership Dues-Government Agenc | 609 | 1,300 | 700 | (600) |
| Printing / Publications | 3,035 | 2,000 | 2,000 | - |
| Misc Expenses | - | - | 1,000 | 1,000 |
| Election Cost | 12,469 | - | 15,000 | 15,000 |

**City of Del Rey Oaks
FY 2025 Proposed Budget**

| | FY 2022-2023 | FY 2023-2024 | FY 2024-25 | |
|----------------------------------|------------------------------|---------------------------|----------------------------|--------------------------------|
| | Actual 06/30/2023 | Current Budget | Proposed Budget | Increase (Decrease) |
| Travel Expenses | 90 | 700 | 2,700 | 2,000 |
| Furniture & Equipment | - | 3,000 | - | (3,000) |
| Total City Clerk | 367,258 | 455,470 | 579,800 | 124,330 |
| City Manager | | | | |
| Payroll | 193,845 | 202,100 | 204,500 | 2,400 |
| PERS UAL | 893 | 1,000 | 400 | (600) |
| PERS Retirement | 12,353 | 14,800 | 15,900 | 1,100 |
| Medicare-ER | 2,806 | 2,800 | 2,900 | 100 |
| Unemployment Ins-Fed & State | 77 | 100 | 100 | - |
| Dental Expense | 2,319 | 1,600 | 2,400 | 800 |
| Health Insurance | 35,211 | 30,200 | 43,100 | 12,900 |
| Vision Ins | 296 | 200 | 400 | 200 |
| Workers Comp and EAP | 11,191 | 11,700 | 12,000 | 300 |
| Wellness Program | 614 | 500 | 500 | - |
| Admin Leave | - | - | - | - |
| Auto Allowance | 5,400 | 5,400 | 5,400 | - |
| Office Supplies | 154 | 1,500 | 1,500 | - |
| Insurance-Liability | 14,327 | 22,405 | 36,700 | 14,295 |
| Insurance-Property | - | 1,645 | - | (1,645) |
| Membership Dues-Professional Org | 1,510 | 2,800 | 3,000 | 200 |
| Membership Dues-Government Agenc | 609 | - | 700 | 700 |
| Books and Periodicals | - | 300 | 300 | - |
| Travel Expenses | 1,037 | 8,000 | 4,000 | (4,000) |
| Contingency | 5,000 | 11,250 | 23,300 | 12,050 |
| Total City Manager | 287,642 | 318,300 | 357,100 | 38,800 |
| Finance | | | | |
| Dental Expense | 20 | - | - | - |
| ADP Payroll Fees | 1,400 | 7,000 | 7,000 | - |
| Bank Service Charges | 6,285 | 6,000 | 6,000 | - |
| Grant Writing Services | - | 30,000 | - | (30,000) |
| Accounting Software | 3,881 | 8,652 | 5,000 | (3,652) |
| Audit-Finance | 29,933 | 34,800 | 40,000 | 5,200 |
| Audit -Sales Tax | - | 5,000 | 5,000 | - |
| Actuarial Services | 4,800 | 4,500 | 4,500 | - |
| Accounting Services-RGS | 225,285 | 207,900 | 218,300 | 10,400 |
| Total Finance | 271,604 | 303,852 | 285,800 | (18,052) |
| Legal | | | | |
| Legal Services | 137,632 | 150,000 | 125,000 | (25,000) |
| Legal Advert | 2,265 | 2,300 | 2,300 | - |
| Misc Expenses | - | 1,000 | 1,000 | - |

City of Del Rey Oaks
FY 2025 Proposed Budget

| | FY 2022-2023 | FY 2023-2024 | FY 2024-25 | Increase (Decrease) |
|---|----------------------|-------------------|--------------------|------------------------|
| | Actual 06/30/2023 | Current Budget | Proposed Budget | |
| Total Legal | 139,898 | 153,300 | 128,300 | (25,000) |
| Planning & Building Regulation | | | | |
| Economic Development Services | 7,656 | 20,000 | 10,000 | (10,000) |
| Planning Services | 101,223 | 40,000 | 50,000 | 10,000 |
| Contract Services - Housing Element | 42,847 | 17,000 | | (17,000) |
| Building Inspections Services | 56,299 | 32,400 | 32,400 | - |
| Engineering Services | 300 | 5,000 | 5,000 | - |
| Code Enforcement Services | 5,344 | 5,000 | 5,000 | - |
| Travel Expenses | - | 3,000 | 1,000 | (2,000) |
| Total Planning & Building Regulation | 213,669 | 122,400 | 103,400 | (19,000) |
| Government Buildings | | | | |
| Materials/Supply | | | 2,000 | 2,000 |
| Repair/Maintenance | 7,594 | 15,100 | 5,000 | (10,100) |
| Other Outside Services | - | 1,000 | 1,000 | - |
| Janitorial Services | 2,900 | 3,000 | 3,000 | - |
| Total Government Buildings | 10,494 | 19,100 | 11,000 | (8,100) |
| Non-Departmental | | | | |
| Materials/Supply | 1,957 | 5,800 | 500 | (5,300) |
| Telephone | 67 | 1,000 | - | (1,000) |
| Insurance-Liability | 12,066 | 12,830 | - | (12,830) |
| Insurance-Property | - | 1,880 | 10,000 | 8,120 |
| Membership Dues-Professional Org | 6 | 2,590 | 4,800 | 2,210 |
| Membership Dues-Non Profit Agency | 8,054 | 11,800 | 12,000 | 200 |
| Membership Dues-Government Agency | 4,450 | 5,500 | 5,500 | - |
| Misc Expenses | 5,434 | 1,000 | 1,000 | - |
| S.M.I.P. | 173 | 200 | 200 | - |
| SB 1473 | 49 | 100 | 100 | - |
| Total Non-Departmental | 32,256 | 42,700 | 34,100 | (8,600) |
| Police | | | | |
| Payroll | 980,695 | 1,036,000 | 1,120,900 | 84,900 |
| Overtime | 164,023 | 140,000 | 140,000 | - |
| Reserves Payroll | 92,325 | 95,000 | 95,000 | - |
| PERS UAL - After 06/30/18 | - | 1,050 | 13,400 | 12,350 |
| PERS UAL | 105,353 | 101,950 | 110,200 | 8,250 |
| PERS Retirement | 106,666 | 136,500 | 150,200 | 13,700 |
| PERS 457 Expense | 30,600 | 32,400 | 32,400 | - |
| Medicare-ER | 17,971 | 15,700 | 16,200 | 500 |
| Social Security-ER | 4,444 | 1,600 | - | (1,600) |
| Unemployment Ins-Fed & State | 10,500 | 10,500 | 11,000 | 500 |
| Dental Expense | 14,692 | 17,900 | 16,200 | (1,700) |

**City of Del Rey Oaks
FY 2025 Proposed Budget**

| | FY 2022-2023 | FY 2023-2024 | FY 2024-25 | |
|------------------------------------|------------------------------|---------------------------|----------------------------|--------------------------------|
| | Actual 06/30/2023 | Current Budget | Proposed Budget | Increase (Decrease) |
| Health Insurance | 233,815 | 296,400 | 304,800 | 8,400 |
| Health Insurance -Retiree | 1,738 | 2,000 | - | (2,000) |
| Vision Ins | 2,441 | 2,900 | 2,500 | (400) |
| Workers Comp and EAP | 166,139 | 172,400 | 142,000 | (30,400) |
| Wellness Program | 6,106 | 5,300 | 5,000 | (300) |
| Uniform Allowance | 6,250 | 10,000 | 10,000 | - |
| Materials/Supply | 37,525 | 18,670 | 15,000 | (3,670) |
| Ammunition | 4,931 | 5,000 | 5,000 | - |
| Body Armor Vests | - | 12,150 | 1,500 | (10,650) |
| Office Supplies | 4,268 | 5,000 | 5,000 | - |
| Auto Operations - Supplies / Equip | 1,806 | 2,500 | 2,500 | - |
| Auto Operations - Fuel | 31,311 | 30,000 | 30,000 | - |
| Repair/Maintenance | 17,585 | 14,000 | 2,000 | (12,000) |
| Other Outside Services | - | - | 5,000 | 5,000 |
| Shredding Services | 465 | 1,000 | 1,000 | - |
| Telephone | 23,522 | 14,000 | 13,000 | (1,000) |
| Internet | 868 | 6,500 | 6,500 | - |
| Annual Maintenance-Records Manage | 6,014 | 6,020 | 6,500 | 480 |
| Annual Maintenance | 3,276 | 3,400 | 3,400 | - |
| Annual Maintenance-MDT | - | 3,300 | - | (3,300) |
| Postage / Shipping | 585 | 500 | 500 | - |
| Training | 12,796 | 15,000 | 5,000 | (10,000) |
| Insurance-Liability | 120,653 | 125,435 | 205,800 | 80,365 |
| Insurance-Property | - | 10,075 | 10,000 | (75) |
| Audit-Finance | 4,500 | 4,500 | 5,000 | 500 |
| Contract Services - IT | 9,250 | 12,900 | 12,900 | - |
| Contract Services-Others | - | 4,200 | 4,200 | - |
| HR Services-RGS | - | 3,000 | - | (3,000) |
| Janitorial Services | 2,900 | 3,000 | 3,000 | - |
| 911-Radio Dispatch | 73,698 | 58,500 | 59,350 | 850 |
| 911-Inform MDT Terminal Service | - | 1,500 | 900 | (600) |
| 911-Notification System | - | 400 | 400 | - |
| 911-NGEN O&M | - | 8,000 | 13,400 | 5,400 |
| 911-NGEN Debt | - | 5,200 | 7,700 | 2,500 |
| 911-NGEN Phase II Upgrade | - | - | 7,000 | 7,000 |
| Auto Repair/Maintenance | 14,735 | 14,000 | 14,000 | - |
| Parking & Admin Citations Services | 4,508 | 5,000 | 5,000 | - |
| Animal Regulation Fire | - | 500 | 500 | - |
| Fund Jail & Prisoner | 28 | 200 | 200 | - |
| ACJIS System | 11,006 | 9,000 | 9,000 | - |

City of Del Rey Oaks
FY 2025 Proposed Budget

| | FY 2022-2023 | FY 2023-2024 | FY 2024-25 | |
|------------------------------------|----------------------|-------------------|--------------------|------------------------|
| | Actual 06/30/2023 | Current Budget | Proposed Budget | Increase (Decrease) |
| Software/Server Subscription | 12,428 | 14,000 | 20,000 | 6,000 |
| Computer Server | 3,455 | 3,500 | 2,500 | (1,000) |
| Personnel Recruit & Pre-Employment | 3,191 | 3,000 | 3,000 | - |
| Membership Dues-Professional Org | 4,568 | 5,000 | 9,000 | 4,000 |
| Books and Periodicals | 719 | 900 | 900 | - |
| Printing / Publications | 2,655 | 3,000 | 2,000 | (1,000) |
| Misc Expenses | - | - | 1,000 | 1,000 |
| Travel Expenses | 22,318 | 13,000 | 13,000 | - |
| Principal-Motorola Lease-Cameras | 19,752 | 21,350 | 21,350 | - |
| Principal-Sunridge Records Mgmt | 7,949 | - | 8,500 | 8,500 |
| Interest-Sunridge Records Mgmt | 2,331 | - | 300 | 300 |
| Equipment | 51,185 | - | - | - |
| Computers | - | - | - | - |
| Vehicle Replacement | - | 80,000 | - | (80,000) |
| Total Police | 2,460,541 | 2,623,800 | 2,711,600 | 87,800 |
| Fire/Animal Control | | | | |
| Fire Seaside | 219,102 | 227,600 | 234,400 | 6,800 |
| Total Fire/Animal Control | 219,102 | 227,600 | 234,400 | 6,800 |
| Public Works/Streets | | | | |
| Payroll | 82,966 | 83,600 | 84,800 | 1,200 |
| Overtime | - | 3,000 | 3,000 | - |
| PERS UAL | 893 | 1,000 | 400 | (600) |
| PERS Retirement | 5,672 | 6,500 | 6,600 | 100 |
| Medicare-ER | 1,198 | 1,300 | 1,300 | - |
| Unemployment Ins-Fed & State | 77 | 100 | 100 | - |
| Dental Expense | 1,524 | 1,600 | 1,600 | - |
| Health Insurance | 27,086 | 30,300 | 33,200 | 2,900 |
| Vision Ins | 198 | 300 | 300 | - |
| Workers Comp and EAP | 4,578 | 5,200 | 5,500 | 300 |
| Wellness Program | 614 | 600 | 500 | (100) |
| Materials/Supply | 13,853 | 16,500 | 12,000 | (4,500) |
| Office Supplies | 540 | 1,500 | 1,500 | - |
| Auto Operations - Supplies / Equip | 2,050 | 2,500 | 2,500 | - |
| Auto Operations - Fuel | 6,819 | 6,000 | 6,000 | - |
| Repair/Maintenance | 40,364 | 38,260 | 30,000 | (8,260) |
| Other Outside Services | - | 1,000 | 1,000 | - |
| Gabilan Crew | - | 5,000 | 5,000 | - |
| Utilities - PG&E | 15,712 | 20,000 | 20,000 | - |
| Utilities - Water | 4,457 | 5,000 | 5,000 | - |
| Telephone | - | 300 | 300 | - |

**City of Del Rey Oaks
FY 2025 Proposed Budget**

| | FY 2022-2023 | FY 2023-2024 | FY 2024-25 | |
|---|---|--|--------------------------------|------------------------|
| | Actual 06/30/2023 | Current Budget | Proposed Budget | Increase (Decrease) |
| Training | - | 5,000 | 4,000 | (1,000) |
| Insurance-Liability | 9,999 | 10,660 | 15,600 | 4,940 |
| Insurance-Property | - | 780 | - | (780) |
| Insurance-Vehicles | - | 4,500 | 5,000 | 500 |
| Organic Waste Regs Services (SB 1383) | - | 9,000 | 9,000 | - |
| Auto Repair/Maintenance | 4,336 | 8,300 | 8,300 | - |
| Printing / Publications | 1,897 | 1,250 | 1,300 | 50 |
| Storm Water Project - Phase 4 | 21,037 | 23,000 | 23,000 | - |
| Storage Shed | 7,075 | - | - | - |
| Equipment | - | 21,000 | 2,000 | (19,000) |
| Contingency | - | 27,780 | - | (27,780) |
| Total Public Works/Streets | 252,945 | 340,830 | 288,800 | (52,030) |
| Parks/Recreation | | | | |
| Materials/Supply | 7,006 | 15,400 | 14,000 | (1,400) |
| Office Supplies | - | - | 1,000 | 1,000 |
| Repair/Maintenance | 30,018 | 25,000 | 25,000 | - |
| Utilities - Water | 3,622 | 3,000 | 3,000 | - |
| Travel Expenses | - | 100 | 100 | - |
| Storage Shed | 7,075 | - | - | - |
| Total Parks/Recreation | 47,721 | 43,500 | 43,100 | (400) |
| Total Expense | 4,327,022 | 4,683,052 | 4,808,300 | 125,248 |
| Other Financing Sources and Uses: | | | | |
| Transfers Out to FHA Grant-Match | 0 | | - | |
| Transfers Out to CIP : | | | | |
| Transfers Out to CIP (From Fund Balance) : | (35,000) | (198,900) | (80,000) | |
| Total Other Financing Sources and Uses | (35,000) | (198,900) | (80,000) | |
| TOTAL GENERAL FUND | 4,362,022 | 4,881,952 | 4,888,300 | |
| Excess(Deficit) of Revenue Over Expenditures | 99,412 | (4,752) | (80,000) | |
| Beginning Fund Balance | | 2,851,378 | 3,031,268 | |
| Ending Fund Balance | | 3,031,268 | 2,791,268 | |
| 210 - Gas Tax Fund | FY 22-23 Actual As of 06/30/2023 | FY 23-24 YTD Budget - Revised | FY 2024-25 Proposed | |

**City of Del Rey Oaks
FY 2025 Proposed Budget**

| | FY 2022-2023 | FY 2023-2024 | FY 2024-25 | |
|--|---|--|--------------------------------|--------------------------------|
| | Actual 06/30/2023 | Current Budget | Proposed Budget | Increase (Decrease) |
| Revenue | | | | |
| Non Department Specific | | | | |
| Gas Tax 2103 | 12,852.72 | 14,600.00 | 15,100 | 500 |
| Gas Tax 2105 | 8,976.92 | 10,000.00 | 10,500 | 500 |
| Gas Tax 2106 | 9,704.91 | 9,000.00 | 9,500 | 500 |
| Gas Tax 2107 | 11,220.56 | 11,900.00 | 12,400 | 500 |
| Gas Tax 2107.5 | 1,000.00 | 1,000.00 | 1,000 | |
| Total Non Department Specific | 43,755.11 | 46,500.00 | 48,500 | 2,000 |
| Total Revenue | 43,755.11 | 46,500.00 | 48,500 | 2,000 |
| Expense | | | | |
| Public Works/Streets | | | | |
| Street Sweeping | 12,156.20 | 10,000.00 | 10,000 | - |
| Street Lighting | 12,304.09 | 15,000.00 | 15,000 | - |
| Total Public Works/Streets | 24,460.29 | 25,000.00 | 25,000 | - |
| Total Expense | 24,460.29 | 25,000.00 | 25,000 | - |
| Excess(Deficit) of Revenue Over Expenditures: | 19,294.82 | 21,500.00 | 23,500 | |
| Beginning Fund Balance | | 85,446.00 | 106,946 | |
| Ending Fund Balance | | 106,946.00 | 130,446 | |
| 211 - SB1 Fund-RMRA | | | | |
| | FY 22-23 Actual As of 06/30/2023 | FY 23-24 YTD Budget - Revised | FY 2024-25 Proposed | |
| Revenue | | | | |
| Non Department Specific | | | | |
| SB 1 Funds | 32,186.29 | 38,900.00 | 40,800 | |
| Total Non Department Specific | 32,186.29 | 38,900.00 | 40,800 | |
| Total Revenue | 32,186.29 | 38,900.00 | 40,800 | |
| Expense | | | | |
| Curb Repair | | | | |
| Curb and Gutter Repair | - | - | - | Not Included in |
| Total Curb Repair | - | - | - | |
| Saucito/Work Gutter & Curb | | | | |
| Curb and Gutter Repair | - | - | 40,000 | |

**City of Del Rey Oaks
FY 2025 Proposed Budget**

| | FY 2022-2023 | FY 2023-2024 | FY 2024-25 | |
|---|------------------------------|---------------------------|----------------------------|--------------------------------|
| | Actual 06/30/2023 | Current Budget | Proposed Budget | Increase (Decrease) |
| Total Saucito/Work Gutter & Curb Angelus/Rosita Drainage Repairs | - | - | 40,000 | |
| Drainage Repairs | - | - | 150,000 | |
| Total Saucito/Work Gutter & Curb Via Verde Curb & Gutter Repair | - | - | 150,000 | |
| Curb and Gutter Repair | - | 13,200.00 | | |
| Total Via Verde Curb & Gutter Repair | - | 13,200.00 | - | |
| Total Expense | - | 13,200.00 | 190,000 | |
| Excess(Deficit) of Revenue Over Expenditures | 32,186.29 | 25,700.00 | (149,200) | |
| Beginning Fund Balance | | 135,031.00 | 160,731 | |
| Ending Fund Balance | | 160,731.00 | 11,531 | |

| | FY 22-23 Actual As of 06/30/2023 | FY 23-24 YTD Budget - Revised | FY 2024-25 Proposed | |
|--|---|--|--------------------------------|-------------|
| 212 - Measure X Fund | | | | |
| Revenue | | | | |
| Non Department Specific | | | | |
| Measure X | 99,031.32 | 94,400.00 | 94,400 | |
| Total Non Department Specific | 99,031.32 | 94,400.00 | 94,400 | |
| Total Revenue | 99,031.32 | 94,400.00 | 94,400 | |
| Expense | | | | |
| Via Verde/Los Encinos Street Repair | | | | |
| Street Improvements | - | 39,500.00 | | |
| Total Via Verde/Los Encinos Street Repa | - | 39,500.00 | - | |
| Angelus/Rosita Storm Drain Repair (Engineering) | | | | |
| Street Improvements | - | - | | |
| Total Angelus/Rosita Storm Drain Repair | - | - | - | |
| Angelus/Rosita Storm Drain Repair (Construction) | | | | |
| Street Improvements | - | - | 74,100 | Grant Match |
| Total Angelus/Rosita Storm Drain Repair | - | - | 74,100 | |
| Debt Service - Measure X | | | | |
| Principal - Measure X Loan | 82,690.99 | 80,400.00 | 80,400 | |
| Interest - Measure X | 16,340.36 | 14,000.00 | 14,000 | |
| Total Debt Service - Measure X | 99,031.35 | 94,400.00 | 94,400 | |
| Total Expense | 99,031.35 | 133,900.00 | 168,500 | |

**City of Del Rey Oaks
FY 2025 Proposed Budget**

| | FY 2022-2023 | FY 2023-2024 | FY 2024-25 | |
|--|---|--|--------------------------------|--------------------------------|
| | Actual 06/30/2023 | Current Budget | Proposed Budget | Increase (Decrease) |
| Excess(Deficit) of Revenue Over Expenditures | (0.03) | (39,500.00) | (74,100) | |
| Beginning Fund Balance | | 114,539.00 | 75,039 | |
| Ending Fund Balance | | 75,039.00 | 939 | |
| 221 - FORA Habitat Management Fund | FY 22-23 Actual As of 06/30/2023 | FY 23-24 YTD Budget - Revised | FY 2024-25 Proposed | |
| Expense | | | | |
| Planning & Building Regulation | | | | |
| Contract Services - Habitat Managemen | - | 34,536.50 | | |
| Total Planning & Building Regulation | - | 34,536.50 | - | |
| Total Expense | - | 34,536.50 | - | |
| Excess(Deficit) of Revenue Over Expenditures | - | (34,536.50) | - | |
| Beginning Fund Balance | | 736,441.00 | 701,905 | |
| Ending Fund Balance | | 701,904.50 | 701,905 | |
| 223 - ARPA Fund | FY 22-23 Actual As of 06/30/2023 | FY 23-24 YTD Budget - Revised | FY 2024-25 Proposed | |
| Revenue | | | | |
| Non Department Specific | | | | |
| ARPA Grant | 197,836.00 | - | | |
| Total Non Department Specific | 197,836.00 | - | | |
| Total Revenue | 197,836.00 | - | - | |
| Expense | | | | |
| City Clerk | | | | |
| Agenda Management System | 8,070.00 | - | | |
| Document Management System | - | - | | |
| Council Chamber Technology | 626.09 | - | | |
| Computer Server | 9,988.72 | - | | |
| Total City Clerk | 18,684.81 | - | - | |
| Police | | | | |
| Mobile Data Terminals | 12,217.49 | 5,998.17 | | |

**City of Del Rey Oaks
FY 2025 Proposed Budget**

| | FY 2022-2023 | FY 2023-2024 | FY 2024-25 | |
|--|------------------------------|---------------------------|----------------------------|--------------------------------|
| | Actual 06/30/2023 | Current Budget | Proposed Budget | Increase (Decrease) |
| Portable Radios | 57,931.66 | 2,589.89 | | |
| Total Police | 70,149.15 | 8,588.06 | - | |
| City Hall Parking Lot Imp | | | | |
| Parking Lot Improvements & Repairs | 97,556.27 | 100,000.00 | 50,000 | |
| Total City Hall Parking Lot Imp | 97,556.27 | 100,000.00 | 50,000 | |
| Total Expense | 186,390.23 | 108,588.06 | 50,000 | |
| Excess(Deficit) of Revenue Over Expenditures | 11,445.77 | (108,588.06) | (50,000) | |
| Beginning Fund Balance | | 170,460.00 | 61,872 | |
| Ending Fund Balance | | 61,871.94 | 11,872 | |

| | FY 22-23 Actual As of 06/30/2023 | FY 23-24 YTD Budget - Revised | FY 2024-25 Proposed |
|---|---|--|--------------------------------|
| 231 - BSCC-Wellness & Mental Health Gr | | | |
| Revenue | | | |
| Police | | | |
| Officer Wellness & Mental Health Gra | 15,000.00 | - | |
| Total Police | 15,000.00 | - | - |
| Total Revenue | 15,000.00 | - | - |
| Expense | | | |
| Police | | | |
| Law Enforcement Wellness App | 166.58 | 2,000.00 | 2,000 |
| Total Police | 166.58 | 2,000.00 | 2,000 |
| Total Expense | 166.58 | 2,000.00 | 2,000 |
| Excess(Deficit) of Revenue Over Expenditures | 14,833.42 | (2,000.00) | (2,000) |
| Beginning Fund Balance | | 14,833.00 | 12,833 |
| Ending Fund Balance | | 12,833.00 | 10,833 |

| | FY 22-23 Actual As of 06/30/2023 | FY 23-24 YTD Budget - Revised | FY 2024-25 Proposed |
|-------------------------------|---|--|--------------------------------|
| 235- Asset Forfeitures | | | |
| Revenue | | | |
| Police | | | |

**City of Del Rey Oaks
FY 2025 Proposed Budget**

| | FY 2022-2023 | FY 2023-2024 | FY 2024-25 | |
|--|------------------------------|---------------------------|----------------------------|--------------------------------|
| | Actual 06/30/2023 | Current Budget | Proposed Budget | Increase (Decrease) |
| Police Grants & Other Reimbursement | - | 5,000.00 | | |
| Total Police | - | 5,000.00 | - | |
| Total Revenue | - | 5,000.00 | - | |
| Excess(Deficit) of Revenue Over Expenditures | - | 5,000.00 | | |
| Beginning Fund Balance | | - | 5,000 | |
| Ending Fund Balance | | 5,000.00 | 5,000 | |

| | FY 22-23 Actual As of 06/30/2023 | FY 23-24 YTD Budget - Revised | FY 2024-25 Proposed |
|--|---|--|--------------------------------|
| 236 - Drug Enforcement Administration | | | |
| Revenue | | | |
| Police | | | |
| DEA Reimbursements | - | 44,000.00 | 44,000 |
| Total Police | - | 44,000.00 | 44,000 |
| Total Revenue | - | 44,000.00 | 44,000 |
| Expense | | | |
| Police | | | |
| Overtime-DEA | 615 | 44,000 | 44,000 |
| Total Police | 615.20 | 44,000.00 | 44,000 |
| Total Expense | 615.20 | 44,000.00 | 44,000 |
| Excess(Deficit) of Revenue Over Expenditures | - | - | |
| Beginning Fund Balance | | - | - |
| Ending Fund Balance | | - | - |

| | FY 22-23 Actual As of 06/30/2023 | FY 23-24 YTD Budget - Revised | FY 2024-25 Proposed |
|-------------------------|---|--|--------------------------------|
| 242 - REAP Grant | | | |
| Revenue | | | |
| Planning | | | |
| REAP Grant | - | - | 42,500 |
| Total | - | - | 42,500 |
| Total Revenue | - | - | 42,500 |
| Expense | | | |

**City of Del Rey Oaks
FY 2025 Proposed Budget**

| | FY 2022-2023 | FY 2023-2024 | FY 2024-25 | |
|--|------------------------------|---------------------------|----------------------------|--------------------------------|
| | Actual 06/30/2023 | Current Budget | Proposed Budget | Increase (Decrease) |
| Planning | | | | |
| Planning Services | - | | 42,500 | |
| Total Police | - | - | 42,500 | |
| Total Expense | - | - | 42,500 | |
| Excess(Deficit) of Revenue Over Expenditures | - | - | - | |
| Beginning Fund Balance | | - | - | |
| Ending Fund Balance | | - | - | |
| | FY 22-23 Actual | | FY 2024-25 | |
| | As of | FY 23-24 YTD | Proposed | |
| 251 - Cal Fire Grant | 06/30/2023 | Budget - Revised | | |
| Revenue | | | | |
| Recreation & Parks | | | | |
| Cal Fire Grant | - | 20,632.00 | 297,300 | |
| Total | - | 20,632.00 | 297,300 | |
| Total Revenue | - | 20,632.00 | 297,300 | |
| Expense | | | | |
| Recreation & Parks | | | | |
| Tree Service | 51 | | 297,300 | |
| Equipment | - | 20,632.00 | - | |
| Total Police | - | 20,632.00 | 297,300 | |
| Total Expense | - | 20,632.00 | 297,300 | |
| Excess(Deficit) of Revenue Over Expenditures | - | - | - | |
| Beginning Fund Balance | | - | - | |
| Ending Fund Balance | | - | - | |
| | FY 22-23 Actual | | FY 2024-25 | |
| | As of | FY 23-24 YTD | Proposed | |
| 260 - CDBG Grant | 06/30/2023 | Budget - Revised | | |
| Revenue | | | | |
| Grants & Contributions | | | | |
| CDBG Grant | - | - | 90,000 | |
| Total | - | - | 90,000 | |

**City of Del Rey Oaks
FY 2025 Proposed Budget**

| | FY 2022-2023 | FY 2023-2024 | FY 2024-25 | |
|---|------------------------|-------------------------|--------------------|------------------------|
| | Actual 06/30/2023 | Current Budget | Proposed Budget | Increase (Decrease) |
| Total Revenue | - | - | 90,000 | |
| Expense | | | | |
| Recreation & Parks | | | | |
| Del Rey Park Accessibility Improvment | - | - | 90,000 | |
| Total Police | - | - | 90,000 | |
| Total Expense | - | - | 90,000 | |
| Excess(Deficit) of Revenue Over Expenditures | - | - | - | |
| Beginning Fund Balance | | - | - | |
| Ending Fund Balance | | - | - | |
| | FY 22-23 Actual | FY 23-24 YTD | FY 2024-25 | |
| | As of | Budget - Revised | Proposed | |
| | 06/30/2023 | | | |
| 301 - Capital Projects | | | | |
| Expense | | | | |
| Housing Element 6th Cycle | | | | |
| Housing Element Cost - 6th Cycle | - | 138,900.00 | - | |
| Total Housing Element 6th Cycle | - | 138,900.00 | - | |
| Vehicle Replacement | | | | |
| Vehicle Replacement | - | 40,000.00 | 45,000 | Set-Aside |
| Total Vehicle Replacement | - | 40,000.00 | 45,000 | |
| PD Radio Replacement | | | | |
| PD Radio Replacement | - | - | 10,000 | Set-Aside |
| Total PD Radio Replacement | - | - | 10,000 | |
| Safeway Repairs | | | | |
| Parking Lot Improvements & Repairs | 34,050.50 | - | - | |
| Total Safeway Repairs | 34,050.50 | - | - | |
| City Hall Facility Repairs & Upgrades | | | | |
| Repairs and Improvements | - | 10,000.00 | 20,000 | |
| Total City Hall Facility Repairs & Upgrades | - | 10,000.00 | 20,000 | |
| Council Chamber Technology Project | | | | |
| Technology Upgrades | - | 10,000.00 | 5,000 | |
| Total Council Chamber Technology Project | - | 10,000.00 | 5,000 | |
| Total Expense | 34,051 | 198,900 | 80,000 | |
| Other Financing Sources and Uses | | | | |
| Safeway Repairs | | | | |
| Transfers In from GF (IFT-DO NOT USE | 35,000.00 | - | - | |

**City of Del Rey Oaks
FY 2025 Proposed Budget**

| | FY 2022-2023 | FY 2023-2024 | FY 2024-25 | |
|---|------------------------------|---------------------------|----------------------------|--------------------------------|
| | Actual 06/30/2023 | Current Budget | Proposed Budget | Increase (Decrease) |
| Total Safeway Repairs | 35,000.00 | - | - | |
| Housing Element 6th Cycle | | | | |
| Transfers In from GF | - | 138,900.00 | | |
| Total Housing Element 6th Cycle | - | 138,900.00 | - | |
| Vehicle Replacement | | | | |
| Transfers In from GF-Fund Balance | - | 40,000.00 | 45,000 | for set-aside |
| Total Vehicle Replacement | - | 40,000.00 | 45,000 | |
| PD Radio Replacement | | | | |
| Transfers In from GF-Fund Balance | - | - | 10,000 | fro set-aside |
| Total PD Radio Replacement | - | - | 10,000 | |
| City Hall Facility Repairs & Upgrades | | | | |
| Transfers In from GF | - | 10,000.00 | 20,000 | |
| Total City Hall Facility Repairs & Upgrades | - | 10,000.00 | 20,000 | |
| Council Chamber Technology Project | | | | |
| Transfers In from GF | - | 10,000.00 | 5,000 | |
| Total Council Chamber Technology Project | - | 10,000.00 | 5,000 | |
| Total Other Financing Sources and Uses | 35,000.00 | 198,900.00 | 80,000 | |
| Excess(Deficit) of Revenue Over Expenditures | 949.50 | - | - | |
| Beginning Fund Balance | | 950.00 | 950 | |
| Ending Fund Balance | | 950.00 | 950 | |
| | | | | |
| | FY 22-23 Actual | | FY 2024-25 | |
| | As of | FY 23-24 YTD | Proposed | |
| 311 - Prop 68 Grant Fund | 06/30/2023 | Budget - Revised | | |
| Revenue | | | | |
| Non Department Specific | | | | |
| Prop 68 Grant | 177,952.00 | - | | |
| Total Non Department Specific | 177,952.00 | - | - | |
| Total Revenue | 177,952.00 | - | - | |
| Expense | | | | |
| Park Improvements | 24,049.72 | - | | |
| Total Park Parking Lot/Accessibility Project | 24,049.72 | - | | |
| Total Expense | 24,049.72 | - | - | |
| Other Financing Sources | | | | |

City of Del Rey Oaks
FY 2025 Proposed Budget

| | FY 2022-2023 | FY 2023-2024 | FY 2024-25 | Increase (Decrease) |
|--|----------------------|-------------------|--------------------|------------------------|
| | Actual 06/30/2023 | Current Budget | Proposed Budget | |
| Non Department Specific | | | | |
| Transfers In from Other Funds (IFT-DO) | 30,000.00 | - | | |
| Total Non Department Specific | 30,000.00 | - | | |
| Total Other Financing Sources | 30,000.00 | - | | |
| Excess(Deficit) of Revenue Over Expenditures | 183,902.28 | - | - | |
| Beginning Fund Balance | | - | - | |
| Ending Fund Balance | | - | - | |

| | FY 22-23 Actual As of 06/30/2023 | FY 23-24 YTD Budget - Revised | FY 2024-25 Proposed |
|--|--|----------------------------------|------------------------|
| 321 SBR Engineering Fund | | | |
| Revenue | | | |
| Non Department Specific | | | |
| Prop 68 Grant | - | - | |
| Total Non Department Specific | - | - | - |
| Total Revenue | - | - | - |
| Expense | | | |
| SBR Engineering | | | |
| Contract Services - Engineering | - | - | 300,000 |
| Total SBR Engineering | - | - | 300,000 |
| Total Expense | - | - | 300,000 |
| Excess(Deficit) of Revenue Over Expenditures | | - | (300,000) |
| Beginning Fund Balance | | 505,830.00 | 505,830 |
| Ending Fund Balance | | 505,830.00 | 205,830 |

| | FY 22-23 Actual As of 06/30/2023 | FY 23-24 YTD Budget - Revised | FY 2024-25 Proposed |
|------------------------------|--|----------------------------------|------------------------|
| 331 - FHWA Grant Fund | | | |
| Revenue | | | |
| Non Department Specific | | | |

**City of Del Rey Oaks
FY 2025 Proposed Budget**

| | FY 2022-2023 | FY 2023-2024 | FY 2024-25 | |
|--|------------------------------|---------------------------|----------------------------|--------------------------------|
| | Actual 06/30/2023 | Current Budget | Proposed Budget | Increase (Decrease) |
| FHWA Grant | - | - | 543,400 | |
| Total Non Department Specific | - | - | 543,400 | |
| Total Revenue | - | - | 543,400 | |
| Expense | | | | |
| Rosita Emergency Repairs | | | | |
| Contract Services - Prelim Engineering | - | - | 49,400 | |
| Contract Services - Const. Engineering | - | - | 74,100 | |
| Road Construction | - | - | 494,000 | |
| Total Rosita Emergency Repair | - | - | 617,500 | |
| Total Expense | - | - | 617,500 | |
| Other Financing Sources and Uses | | | | |
| Rosita Road Repairs | | | | |
| Transfers In from Measure X fund | - | - | 74,100 | |
| Total Council Chamber Technology Project | - | - | 74,100 | |
| Total Other Financing Sources and Uses | - | - | 74,100 | |
| Excess(Deficit) of Revenue Over Expenditures | - | - | - | |
| Beginning Fund Balance | | - | - | |
| Ending Fund Balance | | - | - | |

**City of Del Rey Oaks
5 Year Capital Improvement Plan**

| Project Description | Estimated Cost | FY 2024-25 | FY 2025-26 | FY 2026-27 | FY 2027-28 | FY 2028-29 | Funded | Unfunded | Source |
|---|---------------------|--------------------|-------------------|-------------------|-------------|---------------------|---------------------|---------------------|---------------------------------|
| Saucito/Work Gutter & Curb | \$ 40,000 | \$ 40,000 | | | | | \$ 40,000 | \$ - | SB 1 |
| Angelus/Rosita Drainage Repairs | \$ 150,000 | \$ 150,000 | | | | | \$ 150,000 | \$ - | SB 1 |
| Rosita Emergency Repair (Prelim. Eng.) | \$ 49,400 | \$ 49,400 | | | | | \$ 49,400 | \$ - | FHWA Grant |
| Rosita Emergency Repair (Const. Eng.) | \$ 74,100 | \$ 74,100 | | | | | \$ 74,100 | \$ - | Measure X FB |
| Rosita Emergency Repair (Construction.) | \$ 494,000 | \$ 494,000 | | | | | \$ 494,000 | \$ - | FHWA Grant |
| Wildfire Fuels Reduction | \$ 297,300 | \$ 297,300 | | | | | \$ 297,300 | \$ - | CaI Fire Grant (2024 carryover) |
| City Hall Parking Lot Improvements | \$ 150,000 | \$ 150,000 | | | | | \$ 150,000 | \$ - | ARPA (FY24 carryover) |
| City Hall Roof Repairs | \$ 47,446 | \$ 47,446 | | | | | \$ 47,446 | \$ - | ARPA (FY24 carryover) |
| City Hall Fence Replacement | \$ 20,000 | \$ 20,000 | | | | | \$ 20,000 | \$ - | GF Fund Balance |
| Council Chamber Technology Upgrades | \$ 10,000 | \$ 5,000 | \$ 5,000 | | | | \$ 10,000 | \$ - | GF Fund Balance |
| Del Rey Park Accessibility Improvements | \$ 90,000 | | \$ 90,000 | | | | \$ 90,000 | \$ - | 2024-25 CDBG |
| Via Verde Curb & Gutter Repair | \$ 90,000 | | \$ 90,000 | | | | \$ 90,000 | \$ - | Gas Tax |
| City Hall Sewer Upgrades | \$ 40,000 | | \$ 40,000 | | | | \$ 40,000 | \$ - | GF Fund Balance |
| Adair Stairs Repairs | \$ 15,000 | | \$ 15,000 | | | | \$ 15,000 | \$ - | GF Fund Balance |
| City Hall Chamber Renovation | \$ 50,000 | | \$ 50,000 | | | | \$ 50,000 | \$ - | GF Fund Balance |
| Park Bathroom Water Efficiency | \$ 40,000 | | | \$ 40,000 | | | \$ 40,000 | \$ - | GF Fund Balance |
| Playground Replacement | \$ 170,000 | | | \$ 170,000 | | | \$ - | \$ 170,000 | TBD |
| Street Resurfacing Program | \$ 1,000,000 | | | | | \$ 1,000,000 | \$ - | \$ 1,000,000 | Measure X Loan |
| South Boundary Realignment Design | \$ 600,000 | \$ 300,000 | \$ 200,000 | \$ 100,000 | | | \$ 600,000 | \$ - | SBR Engineering Fund |
| Totals | \$ 3,427,246 | \$1,627,246 | \$ 490,000 | \$ 310,000 | \$ - | \$ 1,000,000 | \$ 2,257,246 | \$ 1,170,000 | |

SUMMARIES & SCHEDULES**Fund Transfers**

| Account Number | | | | <u>Transfers In</u> | <u>Transfers Out</u> |
|---------------------------------|-----|-------|---|----------------------------|-----------------------------|
| To fund Capital Projects | | | | | |
| 301 | 532 | 49101 | Transfers In-Housing Element | | |
| 301 | 533 | 49101 | Transfers In-Vehicle Replacement | 45,000 | |
| 301 | 543 | 49101 | Transfers In-PD Radio Replacement | 10,000 | |
| 301 | 541 | 49101 | Transfers In-City Hall Facility Repairs & Upgrades | 20,000 | |
| 301 | 542 | 49101 | Transfers In-Council Chamber Technology Upg | 5,000 | |
| 100 | | | Transfers Out from General Fund | | 80,000 |
| Total-All Funds | | | | <u>80,000</u> | <u>80,000</u> |

**City of Del Rey Oaks
Position Control List for FY 2024-2025**

| Position | Actual 2022-23 | Budget 2023-24 | Proposed 2024-25 |
|---|---------------------------|---------------------------|-----------------------------|
| City Manager | 1 | 1 | 1 |
| Deputy City Clerk & Assistant to the City Manager | 1 | 0 | 0 |
| City Clerk | | 1 | 1 |
| Administrative Services Technician | | | 1 |
| Deputy City Clerk/Permit Clerk | 0 | 0 | 1 |
| Administrative Assistant | 1 | 1 | 0 |
| Assistant City Manager and Chief of Police | 1 | 0 | 0 |
| Chief of Police | 0 | 1 | 1 |
| Commander | 1 | 1 | 1 |
| Sergeant | 3 | 3 | 3 |
| Police Officer * | 5 | 5 | 5 |
| Public Works Supervisor | 1 | 1 | 1 |
| Total Positions | 14 | 14 | 15 |

*Police Officer positions are authorized at 6 but only 5 positions are filled for FY 24-25 Budget

CITY OF DEL REY OAKS
SALARY SCHEDULE FOR FISCAL YEAR 2024-2025

| Title | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Contract |
|---|---------------------------------------|---------------|---------------|---------------|---------------|-----------------|
| City Manager | Per Contract | | | | | |
| Monthly | | | | | | 16,844.50 |
| Bi-weekly | | | | | | 7,774.40 |
| Hourly Rate | | | | | | 97.18 |
| Annual | | | | | | 202,134.00 |
| Chief of Police | Per Contract | | | | | |
| Monthly | | | | | | 13,333.33 |
| Bi-weekly | | | | | | 6,154.00 |
| Hourly Rate | | | | | | 76.93 |
| Annual | - | - | - | - | - | 160,000.00 |
| City Clerk | | | | | | |
| Monthly | 6,974.92 | 7,323.33 | 7,689.08 | 8,073.83 | 8,477.75 | |
| Bi-weekly | 3,219.20 | 3,380.00 | 3,548.80 | 3,726.40 | 3,912.80 | |
| Hourly Rate | 40.24 | 42.25 | 44.36 | 46.58 | 48.91 | |
| Annual | 83,699.00 | 87,880.00 | 92,269.00 | 96,886.00 | 101,733.00 | |
| Deputy City Clerk/Permit Clerk | | | | | | |
| Monthly | 5,286.67 | 5,551.83 | 5,829.17 | 6,120.42 | 6,427.17 | |
| Bi-weekly | 2,440.00 | 2,562.40 | 2,690.40 | 2,824.80 | 2,966.40 | |
| Hourly Rate | 30.50 | 32.03 | 33.63 | 35.31 | 37.08 | |
| Annual | 63,440.00 | 66,622.00 | 69,950.00 | 73,445.00 | 77,126.00 | |
| Administrative Services Technician | | | | | | |
| Monthly | 5,286.67 | 5,551.83 | 5,829.17 | 6,120.42 | 6,427.17 | |
| Bi-weekly | 2,440.00 | 2,562.40 | 2,690.40 | 2,824.80 | 2,966.40 | |
| Hourly Rate | 30.50 | 32.03 | 33.63 | 35.31 | 37.08 | |
| Annual | 63,440.00 | 66,622.00 | 69,950.00 | 73,445.00 | 77,126.00 | |
| Police Commander | | | | | | |
| Monthly | 8,526.67 | 8,952.58 | 9,400.33 | 9,869.83 | 10,363.08 | |
| Bi-weekly | 3,935.40 | 4,131.96 | 4,338.60 | 4,555.32 | 4,782.96 | |
| Hourly Rate | 46.85 | 49.19 | 51.65 | 54.23 | 56.94 | |
| Annual | 102,320.00 | 107,431.00 | 112,804.00 | 118,438.00 | 124,357.00 | |
| Police Sergeant | | | | | | |
| Monthly | 7,525.67 | 7,902.42 | 8,297.42 | 8,712.33 | 9,147.33 | |
| Bi-weekly | 3,473.40 | 3,647.28 | 3,829.56 | 4,021.08 | 4,221.84 | |
| Hourly Rate | 41.35 | 43.42 | 45.59 | 47.87 | 50.26 | |
| Annual | 90,308.00 | 94,829.00 | 99,569.00 | 104,548.00 | 109,768.00 | |
| Police Officer | | | | | | |
| Monthly | 6,490.08 | 6,814.08 | 7,154.42 | 7,513.00 | 7,887.92 | |
| Bi-weekly | 2,995.44 | 3,144.96 | 3,302.04 | 3,467.52 | 3,640.56 | |
| Hourly Rate | 35.66 | 37.44 | 39.31 | 41.28 | 43.34 | |
| Annual | 77,881.00 | 81,769.00 | 85,853.00 | 90,156.00 | 94,655.00 | |
| Public Works Supervisor | | | | | | |
| Monthly | 5,655.83 | 5,938.42 | 6,234.83 | 6,546.83 | 6,964.50 | |
| Bi-weekly | 2,610.40 | 2,740.80 | 2,877.60 | 3,021.60 | 3,214.40 | |
| Hourly Rate | 32.63 | 34.26 | 35.97 | 37.77 | 40.18 | |
| Annual | 67,870.00 | 71,261.00 | 74,818.00 | 78,562.00 | 83,574.00 | |
| Temporary/Part Time EE | At the discretion of the City Manager | | | | | |
| Hourly Rate | | | | | 50.00 | |

CITY OF DEL REY OAKS
SALARY SCHEDULE FOR FISCAL YEAR 2024-2025

- 1.** Mayor and City Council Members shall be paid the sum of \$100.00 per month for attendance at all regular and special council meetings unless previously granted a leave of absence with pay, or unless excused by the Mayor.
- 2.** The Mayor is paid an additional \$125 per month for promoting and advertising the City.
- 3.** All employees of the City pay the full employee paid percent contribution to each employee's PERS account.
- 4.** The Police Chief and the City manager's salaries are per individual contract.
- 5.** Police Reserve officers are paid at a rate of \$35.66 per hour worked (1st step Police Officer).
- 6.** Police Officers Uniform Allowance \$1,000 annually
- 7.** City Manager: Auto Allowance \$450/month (\$5,400 annual)
- 8.** PD works 84 hours/ pay period
- 9.** Educational Incentive:
 - \$100 per month for Associate's degree
 - \$200 per month for Bachelor's degree
- 10.** Longevity Pay:
 - 2% longevity pay for individual's working over 10 years
 - 4% longevity pay for individual's working over 20 years

Chart of Accounts

Account Code Account Title

FUNDS:

100 General Fund
 210 Gas Tax Fund
 211 SB1 Fund-RMRA
 212 Measure X Fund
 213 Corona Virus Relief Fund
 221 FORA Habitat Management Fund
 223 ARPA Fund
 231 BSCC-Officer Wellness & Mental Health Grant
 235 Asset Forfeitures
 236 Drug Enforcement Administration (DEA)
 242 REAP Grant
 251 Cal Fire Grant
 260 CDBG Fund
 301 Capital Projects
 310 TAMC Street Projects
 311 Prop 68 Grant Fund
 321 SBR Engineering Fund
 322 SBR/GJM Intersection Construction Fund
 323 SBR Construction Fund
 810 PARS 115 Trust
 910 Government Wide
 920 General Long-Term Debt

DEPARTMENT/PROJECTS:

000 Non Department Specific
 100 General Government (Header)
 110 Council
 111 City Clerk
 120 City Manager
 130 Finance
 140 Administration
 150 Legal
 160 Planning & Building Regulation
 180 Government Buildings
 190 Non-Departmental
 210 Police
 211 Cops
 220 Fire/Animal Control
 300 Public Works (Header)
 311 Public Works/Streets
 411 Parks/Recreation
500 Capital Projects

Chart of Accounts

Account Code Account Title

FUNDS:

511 Street Slurry
 512 Traffic Calming
 513 Hwy 218 Corridor Planning
 514 Street Reconstruction
 515 Three Cedars, LLC
 516 SBR Sewer Design
 517 Solar City Hall
 518 SBR Engineering
 519 JCFA HCP Funds
 520 Portola/Work Walkway
 521 Street Curb Replacement
 522 Park Improvements
 523 Street Improvements
 524 Via Verde/Los Encinos Street Repair
 525 Angelus/Rosita Storm Drain Repair (Engineering)
 526 Angelus/Rosita Storm Drain Repair (Construction)
 527 City Hall Parking Lot Imp
 528 Park Parking Lot
 529 Park Play Structure
 530 Basketball Court Reconstruction
 531 Park Parking Lot/Accessibility Project
 532 Housing Element 6th Cycle
 533 Vehicle Replacement
 534 Safeway Parking Improvements (Sinkhole)
 535 Safeway Repairs
 536 Curb Repair
 537 Saucito/Work Gutter & Curb
 538 Via Verde Curb & Gutter Repair
 541 City Hall Facility Repairs & Upgrades
 542 Council Chamber Technology Project
 610 Debt Service - Measure X
 700 Transfer In/Out
 999 Government-Wide

REVENUE ACCOUNTS:

41000 Taxes
 41110 P/T-Secured
 41120 P/T-Unsecured
 41130 P/T-Prior Secured
 41140 Prior Unsecured
 41150 P/T-Unitary Tax
 41160 P/T-Supplemental Roll (SB813)

Chart of Accounts

Account Code Account Title

FUNDS:

41170 Property Tax - VLF
 41180 Prop Tax-Interest/Penalty
 41190 P/T - Administrative Fee
42000 Other Taxes
 42210 Sales Tax
 42220 Sales Tax - 145 (Measure S-1%)
 42221 Sales Tax -409 (Measure R 1/2%)
 42222 Cannabis Tax
 42223 Cannabis Tax-Delinquent
 42230 Transient Occupancy Tax
 42235 Less Sales Tax Admin Fee
 42250 Property Transfer Tax
 42290 Sewer Impact
 42310 Business Licenses
42700 Franchise Fees
 42761 Gas Franchises
 42762 Electric Franchises
 42763 Garbage Franchises
 42764 Cable Tv Franchises
 42765 Water Franchises
43000 Licenses & Permits
 43311 SB1186 Disability Access Fund
 43312 SB1473 Environmental Assessment Fee
 43320 Building Permits
 43325 Cannabis Business Permit
 43330 Plan Check Fees
 43340 Street Opening Permits Fees
 43350 Plumbing Permits
 43360 Electrical Permits
 43390 Other Licenses/Permits
45000 Fines & Forfeitures
 45510 Vehicle Code Fines
 45512 Parking and Admin Fines
46100 Interest Earned
 46101 Interest Earned-PARS
 46200 Interest Income-GASB 87
 46815 Rental Income - Garden Center
 46816 Rental Income - Airport RV
 46817 Rental Income - PW Bldg (CHC Enterprise)
47000 Other Agency Revenue
 47010 Gas Tax 2103
 47020 Gas Tax 2105

Chart of Accounts

Account Code Account Title

FUNDS:

47030 Gas Tax 2106
 47040 Gas Tax 2107
 47050 Gas Tax 2107.5
 47110 Motor Vehicle License Fee(Mvlf)
 47130 HOPTR
 47140 Vehicle License Collection
 47240 COPS
 47241 AMBAG REAP Grant
 47242 HCD LEAP Grant
 47243 SB1383 Organics Recycling
 47340 CARES Act
 47520 FEMA Reimbursement
 47521 ARPA Grant
 47750 Prop 172
 47751 Prop 68 Grant
 47760 Wellness Program
 47761 Officer Wellness & Mental Health Grant
 47765 CDBG Grant
 47767 FORA Caretaker Grant
 47768 Cal Fire Grant
 47770 Traffic Congestion Relief-Ab438
 47771 FORA Contribution for SBR/GJM Intersection
 47772 FORA Contribution for SBR Construction
 47774 Measure X Loan/Advance
 47775 Measure X
 47776 RSTP Funds
 47777 SB 1 Funds
 47778 SBR Engineering
 47779 JCFA HCP Funds
 47780 Police Grants & Other Reimbursements
 47781 POST Reimbursements
 47782 DEA Reimbursements
 47783 Grant Other Agencies
 47910 FORA Caretaker Grant
48000 Current Services
 48210 Police Service Fees
 48211 Police Services-Special Events
 48212 Public Events
 48220 Airport Police Services
 48250 Pd Donations
 48805 Use Permits
 48810 Maps/Publications

Chart of Accounts

Account Code Account Title

FUNDS:

48825 Property Inspections
 48840 Miscellaneous Revenue
 48844 Donations
 48910 Rental - Park
 48920 Rental Income - PW Bldg
 48925 Lease Revenue-GASB 87
 48930 Miscellaneous Refunds
 48950 Bank Reconciliation Adjustments
 48960 Restitution
 48970 MBASIA Contribution

EXPENDITURE ACCOUNTS:

61000 Salaries & Benefits
 61105 Payroll
 61107 Temp Payroll
 61110 Overtime
 61111 Overtime-DEA
 61112 Overtime-Cannabis Tax Fund Grant
 61115 Council Member Stipend
 61120 Reserves Payroll
 61123 PERS UAL - After 06/30/18
 61124 PERS UAL
 61125 PERS Retirement
 61126 PERS 457 Expense
 61127 Dental Exp - City Council
 61130 Medicare-ER
 61131 Social Security-ER
 61132 Unemployment Ins-Fed & State
 61135 Dental Expense
 61140 Health Insurance
 61141 Health Insurance -Retiree
 61145 Vision Ins
 61150 Workers Comp and EAP
 61155 Wellness Program
 61160 Uniform Allowance
 61165 Deferred Compensation
 61170 Opeb
 61171 PARS
 61175 Admin Leave
 61180 Auto Allowance
 61195 Reimbursements
 61196 Reimbursements - Exp

Chart of Accounts

Account Code Account Title

FUNDS:

61199 Compensated Absences
62000 Supplies
 62310 ADP Payroll Fees
 62320 Bank Service Charges
 62325 Bank Reconciliation Adjustments
 62327 Grant Writing Services
 62410 Materials/Supply
 62420 Ammunition
 62422 Body Armor Vests
 62430 Office Supplies
 62431 Accounting Software
 62432 MuniCode Updates
 62440 Special Supply Police
 62450 Radio System Lease - Principal
 62451 Radio System Lease - Interest
 62460 PD Safety Equip Lease - Principal
 62461 PD Safety Equip Lease - Interest
 62710 Auto Operations - Supplies / Equip
 62720 Auto Operations - Fuel
63000 Outside Services
 63200 Payroll Expense
 63300 Bank Service Charges
 63505 Repair/Maintenance
 63508 Other Outside Services
 63509 Shredding Services
 63510 Street Sweeping
 63515 Gabilan Crew
 63520 Utilities - PG&E
 63525 Utilities - Water
 63530 Telephone
 63531 Internet
 63535 Website Design & Maintenance
 63537 Annual Maintenance-Records Management Software
 63538 Annual Maintenance
 63539 Annual Maintenance-MDT
 63540 Postage / Shipping
 63605 Training
 63610 Other Permits PW Engineering
 63611 Contract Services - Engineering
 63615 Equipment Maint
 63620 Insurance-Liability
 63621 Insurance-Property

Chart of Accounts

Account Code Account Title

FUNDS:

63622 Insurance-Vehicles
 63625 Audit-Finance
 63626 Audit -Sales Tax
 63627 Actuarial Services
 63630 Contract Accounting DNU
 63635 Contract Services - IT
 63636 Contract Services - MIP
 63637 Contract Services-Others
 63638 Housing Element Cost - 6th Cycle
 63639 Economic Development Services
 63640 Planning Services
 63641 Contractual Services - Cop
 63642 Contract Services - Housing Element
 63643 Contractual Services - Icop
 63644 Contractual Services - PW
 63645 Accounting Services-RGS
 63646 Contract Services - Habitat Management Plan
 63647 Contract Services - Cannabis
 63648 Building Inspections Services
 63649 Engineering Services
 63650 Legal Services
 63651 Contract Services -Finance
 63652 HR Services-RGS
 63653 Contract Services - PM
 63654 Organic Waste Regs Services
 63655 XContrl Retainer Legal DNU
 63656 Code Enforcement Services
 63657 Temporary Assistance
 63660 Janitorial Services
 63665 911-Radio Dispatch
 63666 911-Inform MDT Terminal Service
 63667 911-Notification System
 63668 911-NGEN O&M
 63669 911-NGEN Debt
 63670 Comm Hum Serv Non-Dept
 63694 Mpp - Planning Services
 63695 Mpp - Legal Services
 63730 Auto Repair/Maintenance
 63800 Police And Fire
 63810 Fire Seaside
 63812 Parking & Admin Citations Services
 63820 Animal Regulation Fire

Chart of Accounts

Account Code Account Title

FUNDS:

63830 Fund Jail & Prisoner
 63840 ACJIS System
 63910 Street Lighting
 63913 Tree Service
 63955 Capital Improvements
 63956 2019 Resurface Project
 64310 Software/Server Subscription
 64314 Law Enforcement Wellness App
 64315 Agenda Management System
 64316 Document Management System
 64317 Council Chamber Technology
 64318 Computer Server
 64320 Municipal Code Service
 64330 Records Retention Services
 64545 Personnel Recruit & Pre-Employment
 64550 Membership Dues-Professional Org
 64551 Membership Dues-Non Profit Agency Contrib
 64552 Membership Dues-Government Agency
 64555 Ad Promotion City Council
 64560 Legal Advert
 64565 Books and Periodicals
 64570 Strategic Planning
 64575 Printing / Publications
 64580 Misc Expenses
 64581 Personnel Manual
 64588 Election Cost
 64610 Travel Expenses
 64920 Storm Water Project - Phase 4
 64930 S.M.I.P.
 64940 SB 1473
65000 Debt Service
 65101 Principal - Fora Loan
 65102 Principal - Mbasia Loan
 65103 Principal - Measure X Loan
 65104 Principal-Motorola Lease-Cameras
 65106 Principal-Sunridge Records Mgmt
 65107 Interest-Sunridge Records Mgmt
 65201 Interest - Fora Loan
 65202 Interest - Mbasia Loan
 65203 Interest - Measure X
 65204 Interest-Motorola Lease-Cameras
 65310 Land Payments To Fora

Chart of Accounts

Account Code Account Title

FUNDS:

65740 Principal-Auto Lease
65741 Interest-Auto Lease
65750 Mbasia Principal Payments
65971 Interest Expense
65972 LAIF Interest Exp
66000 Capital Outlays and Projects
66210 Storage Shed
66300 Furniture & Equipment
66302 Equipment
66305 Mobile Data Terminals
66306 Portable Radios
66310 Habitat Management Planning
66322 Repairs and Improvements
66323 Technology Upgrades
66327 Curb and Gutter Repair
66410 Street Improvements
66420 Park Improvements
66425 Parking Lot Improvements & Repairs
66735 Vehicle Replacement
66905 Contingency

Staff Report

DATE: June 25, 2024
TO: Honorable Mayor and City Council
FROM: John Guertin, City Manager
SUBJECT: Approve City Investment Policy

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

RECOMMENDATION

Staff recommends that the City Council approve the City Investment Policy by resolution.

BACKGROUND

California Government Code Section 53646(a) (2) states that the treasurer or chief fiscal officer of a local agency may render annually to the legislative body of the local agency an investment policy, which the legislative body shall consider at a public meeting. State law further requires the Treasurer or Chief Financial Officer to submit detailed information on all securities, investments, and monies of an agency on a quarterly basis.

SUMMARY AND DISCUSSION

The recommended action is routine in nature and will become part of our annual budget adoption process. The Investment Policy allows investment in all investment vehicles permitted by State law. However, in actual practice the funds managed by the City have historically been invested in the Local Agency Investment Fund (LAIF). Staff will look for higher yielding investments than LAIF that meet the criteria of Safety, Liquidity, and Yield in that order. Staff does not anticipate making any investment until the end of the Fiscal Year.

FISCAL IMPACT

The City’s LAIF balance of \$3,964,111 is currently returning 4.33%. By becoming a more active, but still conservative, participant in the investment market, the City should net modestly higher yields resulting in more revenue for the City.

RECOMMENDED ACTION

Staff recommends that the City Council adopt a City Investment Policy by resolution.

ATTACHMENT(S)

- 1. Resolution
- 2. Investment Policy

**A RESOLUTION OF THE CITY OF DEL REY OAKS
ESTABLISHING THE INVESTMENT POLICY**

WHEREAS the City of Del Rey Oaks may invest surplus monies not required for the immediate necessities of the local agency in accordance with the provisions of California Government Code Sections 5921 and 53630 et seq.; and

WHEREAS it is necessary to establish the policy and guidelines for the City of Del Rey Oaks City Council to invest public funds in a manner which will provide a high level of safety and security of principal; and

WHEREAS the City Manager of the City of Del Rey Oaks shall annually prepare and submit a statement of investment policy and such policy, and any changes thereto, shall be considered by the legislative body at a public meeting; and

WHEREAS the City of Del Rey Oaks Investment Policy has been developed and presented to this City Council on June 27, 2024.

NOW, THEREFORE, BE IT RESOLVED by the City of Del Rey Oaks City Council that it does hereby adopt the attached Investment Policy, marked "Exhibit A," and authorizes and directs the City Manager to use said Policy in the investment of City funds.

PASSED AND ADOPTED by the City of Del Rey Oaks City Council at the regular meeting duly held on the 25th day of June 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Karen Minami
City Clerk

Scott Donaldson
Mayor

CITY OF DEL REY OAKS INVESTMENT POLICY

PURPOSE

The purpose of this document is to identify various policies and procedures that enhance opportunities for a prudent and systematic investment process and to organize and formalize investment-related activities. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The ultimate goal is to enhance the economic status of the City while protecting its invested cash.

The investment policies and practices of the City of Del Rey Oaks are based on state law and prudent money management. All funds will be invested in accordance with the City of Del Rey Oaks and the authority governing investments for local governments as set forth in the California Government Code, Sections 53601 through 53686. The provisions of relevant bond documents restrict the investments of bond proceeds.

OBJECTIVE

The City has a fiduciary responsibility to maximize the productive use of all the assets entrusted to its care and to invest and wisely and prudently manage those public funds. As such, the City shall strive to maintain the level of investment of all idle funds as near 100% as possible through daily and projected cash flow determinations, investing in those investment vehicles deemed prudent and allowable under current legislation of the State of California and the ordinances and resolutions of the City of Del Rey Oaks.

SCOPE

It is intended that this policy cover all funds and investment activities of the City of Del Rey Oaks. This investment policy applies to all City transactions involving the financial assets and related activity of all funds. Any additional funds that may be created from time to time shall also be administered with the provisions of this policy and comply with current State Government Code.

The City will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping, and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

AUTHORIZATION

The City of Del Rey Oaks City Council has delegated investment authority to the City Manager. This delegation is further authorized by Section 53600, et seq. of the Government Code of the State of California, which specifies the various permissible investment vehicles, collateralization levels, portfolio limits, and reporting requirements.

GUIDELINES

Government Code Section 53600.5 states: “When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the primary objective of the trustee shall be to safeguard the principal of funds under its control. The secondary objective shall be to meet the liquidity needs of the depositor. The third objective shall be to achieve a return on the funds under its control.”

Simply stated, *safety of principal* is the foremost objective, followed by *liquidity* and *return on investment* (known as yield). Each investment transaction shall seek to first ensure that capital losses are avoided, whether they are from market erosion or security defaults.

1. Government Code Section 53601 authorizes the following investment vehicles:

| <u>Permitted Investments/Deposits</u> | <u>Maximum Percentages of Portfolio</u> | <u>Maximum Maturity</u> | <u>Minimum Quality Requirements</u> |
|--|---|-------------------------|-------------------------------------|
| U.S. Treasury Obligations | Unlimited | 5 Years* | None |
| U.S. Agencies Obligations ^(g) | Unlimited | 5 Years* | None |
| Certificates of Deposit | Unlimited | 5 Years* | None |
| Negotiable Certificates | 30% | 5 Years* | None |
| Bankers Acceptances | 40% ^b | 180 Days | None |
| Commercial Paper | 25% ^c | 270 Days | A-1/P-1/F-1 |
| L.A.I.F. | 40 Million ^a | N/A | None |
| CalTRUST Investment Pool ^(h) | Unlimited | N/A | None |
| Repurchase Agreements | Unlimited | 1 Year | None |
| Reverse Repurchase Agreements | 20% | 92 Days | None |
| Mutual Funds and Money Market | | | |
| Mutual Funds | 20% | n/a | Multiple ^{d, e} |
| Medium Term Notes ^f | 30% | 5 Years* | “A” rating |

*Maximum term unless expressly authorized by Governing Body and within the prescribed time frame for said approval

- (a) Limit set by LAIF Governing Board, not the Government Code.
- (b) No more than 30 percent of the agency’s money may be in Bankers’ Acceptances of any one commercial bank.
- (c) 10 percent of the outstanding commercial paper of any single corporate issuer.
- (d) A mutual fund must receive the highest ranking by not less than two nationally recognized rating agencies or the fund must retain an investment advisor who is registered with the SEC (or exempt from registration), has assets under management in excess of \$500 million, and has at least five years’ experience investing in instruments authorized by Government Code sections 53601 and 53635.
- (e) A money market mutual fund must receive the highest ranking by not less than two nationally recognized statistical rating organizations or retain an investment advisor registered with the SEC or exempt from registration and who has not less than five years’ experience

investing in money market instruments with assets under management in excess of \$50 million.

(f) "Medium-term notes" are defined in Government Code Section 53601 as "all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating with the U.S. or by depository institutions licensed by the U.S. or any state and operating within the U.S."

(g) Includes U.S. Government Sponsored Enterprise Obligations

(h) Investment Trust of California dba CalTRUST

2. Criteria for selecting investments, and the order of priority, are:

A) Safety. The safety and risk associated with an investment refers to the potential loss of principal, interest or a combination of these amounts. Investments of the City of Del Rey Oaks shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio. The City only invests in those instruments that are considered very safe.

B) Liquidity. This refers to the ability to "cash in" at any moment with a minimal chance of losing some portion of principal or interest. Liquidity is an important investment quality especially when the unexpected need for funds occurs. The City of Del Rey Oaks investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements, which might be reasonably anticipated. It is the City's full intent, at the time of purchase, to hold all investments until maturity to ensure the return of all invested principal dollars.

C) Yield. Yield is the potential dollar earnings an investment can provide, and sometimes is described as the rate of return. The City of Del Rey Oaks investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the City's investment risk constraints and the cash flow characteristics of the portfolio.

3. An amount of money deemed sufficient to meet one payroll and two weeks claims shall be maintained in highly liquid investment vehicles such as the State Local Agency Investment Fund, or other similar investment instrument

4. The City will attempt to obtain the highest yield obtainable when selecting investments, provided that criteria for safety and liquidity are met. Ordinarily, through a positive yield curve, (i.e., longer term investment rates are higher than those of shorter maturities), the City attempts to ladder its maturities to meet anticipated cash maturities that carry a higher rate than is available in the extremely short market of 30 days or less.

5. Most investments are highly liquid, with the exception of certificates of deposit held by banks and savings and loans. Investments in Certificate of Deposit shall be fully insured or collateralized. When insurance is pledged, it shall be through the FDIC. Collateralization shall be in the amount of 110% of principal when government securities are pledged or 150% of principal when backed

by first deeds of trust. Maturities are selected to anticipate cash needs, thereby obviating the need for forced liquidation.

6. When investing in Bankers Acceptances, Treasury Bills and Notes, Government Agency Securities and Commercial Paper, securities for these investments shall be conducted on a delivery-versus-payment basis. Securities are held by a third party custodian designated by the City Manager and evidenced by safekeeping receipts when such delivery directly to the City would be impractical.
7. With the exception of Treasury Notes and other government Agency Issues, the maturity of any given investment shall not exceed 1 year.
8. Bond Proceeds shall include any notes, bonds or other instruments issued on behalf of the City of Del Rey Oaks for which the members of the Board of Directors serve as the governing body. Should the City of Del Rey Oaks elect to issue bonds for any purpose, the Indenture of Trust shall be the governing document specifying allowable investments for the proceeds of the issue as prescribed by law.
9. Investment income shall be shared by all funds on a proportionate ratio of each funds balance to total pooled cash with investment income distributed accordingly on a quarterly basis.
10. Investments in any other vehicle like Repurchase and Reverse Repurchase Agreements shall not be authorized unless the investment is made through the pooled money portfolio of the Local Agency Investment Fund.
11. The City Manager shall annually render to the City Council for consideration at a public meeting, a statement of investment policy. The City Manager will also render an investment report to the City Council within 30 days following the end of each calendar quarter. The quarterly report shall include type of investment, issuer, date of maturity, par and dollar amount invested on all securities, investments and monies held by the City of Del Rey Oaks. The report shall state compliance with the investment policy or manner in which the portfolio is not in compliance. It shall also include a statement denoting the ability to meet the City's expenditure requirement for the next six months or provide an explanation as to why sufficient money shall, or may, not be available.
12. Any State of California legislative action, that further restricts allowable maturities, investment type or percentage allocations, will be incorporated into the City of Del Rey Oaks Policy and supersede any and all previous language.
13. Officers and employees involved in the investment process shall refrain from personal business activities that could conflict with proper execution of the investment program, or that could impair their ability to make impartial decisions.

The basic premises underlying the City's investment philosophy are, and will continue to be, to safeguard principal, to meet the liquidity needs of the organization and to return an acceptable yield.

June 27, 2023

Kim Shirley's Council Report for Tuesday, June 25, 2024

Thursday, May 16th- DRO Housing and Development Workshop- Thank you to City Manager Guertin for creating this event which allowed our developer of interest, City Ventures, to come and speak to the public about their projects and interests in development. Also in attendance were our contract planners, Denise Duffy and Associates, as well as our economic development advisor, David Zender. I also appreciated a representative from Monterey County being there to talk about their housing plans. It was a nice turnout of residents and so very nice of the Mooselodge to host. I spent much of the time, along with many of the planning commissioners, talking with the developer about their thoughts on our Former Fort Ord property. With the Surplus Land Act, we are obligated to continue with these negotiations and I'm excited to see where they take us, as I do believe we need to investigate all possibilities for our Former Fort Ord property.

Tuesday, May 21st- City Council Meeting- Our council meeting started off with wonderful introductions of our new city staff! A big welcome to Laura Batra and Stacy Matthews! I know they'll be a great addition to our city hall staff as we work towards greater efficiency and relieving our overworked City Clerk (thank you, Karen!). Next, we had a presentation from Monterey County staff regarding their Housing Element. I appreciated their willingness to accept feedback and acknowledgment that there is still work that can be done to make it a more acceptable document.

Next, we had proclamations for Pride Month in June and for Public Works Appreciation Week in May. It's always so nice to appreciate both our LGBTQIA+ community as well as the good work that Ron Fucci and Sherman Low provide for our city. After approving our Consent agenda, we moved on to the first new item of business which was approving the rate increase for our garbage/recycling/compost hauler, GreenWaste Recovery. This is an increase that is allowed under the current contract, which is to be expected around this time each year.

The last new item of business was reviewing the draft budget for FY 2024/25. This was slightly closer to the final draft form from what we saw in our first Finance Committee meeting. Again, the good news is that we have a significant amount of reserves and we'll need to start looking at policies for how to handle the money that's accumulated from both our conservative fiscal decisions and the accumulation of money over the time of COVID. I'm also appreciative that we have a capital improvement plan that will help us as we look toward formalizing our fiscal policies.

Friday, May 24th- ReGen Monterey Board Meeting- This was a fairly typical board meeting, although we did have a few very noteworthy presentations/recognition. After

passing the consent agenda, we had a presentation from our Artists in Residence—Melanie Mena and Michael Acevedo. These are senior-year CSUMB students who come in to create art with the items that are discarded at the landfill. They both created artwork that was a bit out of their norm which allowed them to both celebrate reusing items while expanding their reach as an artist. I always enjoy hearing from our Artists in Residence as it's such a refreshing injection of creative thought into an organization that is often heavy on the science.

Our next presentation was a viewing of the newly produced “Charged Conversations” battery video. This 2-minute-long video explains the dangers of putting batteries in the trash and helps people to learn how to properly dispose of the batteries (put them in a zip-lock bag and leave them on top of your recycling can!). ReGen experiences almost 1 fire/day in our MRF or landfill because of improperly disposed of batteries, which puts our staff and our facility at great risk. Start looking for more outreach on this topic, as parts of this video will be used on social media and the audio will be used for radio.

Our recognition for the day went to our legal counsel, Rob Wellington who has been our legal representation for 50 years! It's incredible to think how long he has been representing our agency and in fact, he presented to the board a fascinating 60-year timeline of the agency. He's seen many changes over his 50 years and we're so grateful for his guidance as we went from just a sanitary landfill to an organization that additionally focuses on recycling, composting, and creating electricity from our landfill gas.

Lastly, we received the draft budget for fiscal year 2024/25 and directed staff to continue down their pathway for final approval in June. We also authorized the staff to schedule a public hearing for a tip fee and other minimum fee increases for our June 21st meeting.

Wednesday, May 29th- FORTAG Groundbreaking- What a beautiful day for a celebration! It's been a long time coming, but I was thrilled to celebrate the official start of construction for the first leg of the Fort Ord Regional Trail and Greenway which will be built in Del Rey Oaks. This trail will provide a safe passage for residents and visitors across Hwy 218 while providing a safe space to walk and bike down Carlton, into our park, and through Work-Memorial Park. It will also enhance these spaces with a safer Carlton/Work Ave intersection, in addition to new tennis courts and an improved Butterfly Garden. Many thanks go to Drs. Fred Watson and Scott Waltz for their many, many hours of advocacy for active transportation, as well as TAMC and all of the partners who have contributed to this project. I can't wait to run and walk on our trail! I hope to meet you out there!

Saturday, June 1st- DRO Pride Flag Ceremony- Thank you, Councilmember John Uy for such a happy celebration! I loved having such a positive event, celebrating love and acceptance at our City Hall. I was honored that Councilmember Uy asked me to speak at this year's celebration. While I was talking to him about the speech, I asked if I could also have my daughter, who is part of the LGBTQIA+ community speak, too. He, of course,

said “yes!” and I was thrilled that my daughter agreed. It was such an absolute pleasure and great joy to share my thoughts about Pride while sharing the spotlight with my courageous daughter. We loved being able to raise the Pride flag together! Thank you again to Councilmember John Uy for putting together such a celebratory and inclusive event. And thank you to Del Rey Oaks for showing your support for diversity and love!

Wednesday, June 5th- ReGen Monterey Finance Committee Meeting- Several items were included in the meeting, which began with the presentation of our budget for FY 2024/25. There was nothing new presented in this budget discussion, but there was a highlight of our estimated cash at the end of the year and the amount it would be decreasing over the next 5 years. We will have to include that topic in our discussions as we discuss fiscal policies (closure/post-closure and unfunded liability policies) and decisions about future regional contracts.

We also had an update on our draft White Paper which will be presented to the board in June. The staff has done an excellent job of incorporating additional sections that will have a greater focus on the purpose of the White Paper in addition to highlighting our business practices over the years. In this discussion, it was very interesting to learn that many of our local landfills generally only have about 5-25 years of life left in them. Given that we’re still at the 100+ year mark, we will increasingly be looked at as a resource for regional waste. Our board will have to make some tough decisions about how we may fold these potential contracts into our fiscal landscape while minding the overall life of our landfill.

Our next item was a discussion of our compost operations agreement with Keith Day. As I’ve mentioned before, ReGen Monterey will be taking over as the State Permit owner of composting, while still leasing out the operations of composting to Keith Day. With the permit being held by ReGen, Keith Day is gaining a longer lease-term agreement. In the end, I think this works best for both parties and everyone has had good support for this change.

It’s amazing, but we’re coming up to the end of the year-long BioChar pilot program. It seems things are going well and staff shared that they will be coming back to the full board to discuss an extension of the pilot project. And lastly, we also talked about potential service needs in San Benito County. Recently, their Board of Supervisors voted not to expand their facility, so it is possible they will be investigating the possibility of bringing material to our landfill. With that knowledge, we directed staff to learn more about their needs and potentially bring back information for a regional contract.

Monday, June 10th- Monterey-Salinas Transit Board Meeting- Please see the MST Board Highlights in our agenda packet. I will note that I did not vote in favor of our newly elected Chair of MST. I felt it was critical to appoint a director who would have no perceived conflict with our SURF! Project, which would leave out Sand City, Marina, and Seaside as potential Chairs since those are the locations of the project. Instead, I was in

favor of appointing Carmel to the Chair position, as they would be able to champion the project without having to recuse themselves from votes. Unfortunately, others felt they wanted to go with what “normally” happens and move the Vice Chair to the Chair position without regard to how this might affect the MST organization as we move forward with the SURF! Project. And with that, Mary Ann Carbone, the Mayor of Sand City was appointed as the new Chair of MST.



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

www.tamcmonterey.org

HIGHLIGHTS

May 22, 2024

TAMC Board Approves Funding for a Toro Park and Serra Village Cut Through Traffic Pilot Project

The TAMC Board of Directors approved the use of \$150,000 in Measure X funds budgeted for the Scenic State Route 68 Corridor Improvement Project for a pilot project to address peak hour cut through traffic impacting Toro Park and Serra Village neighborhoods.

The pilot project was identified and developed by staff and community members. It is designed to address the cut through traffic from drivers who use Portola Drive to avoid the recurring congestion along State Route 68 during commute hours. Portola Drive is the main roadway that serves the residential areas of Toro Park and Serra Village.

The funds will be used to design and install a temporary pilot project this summer. The project will implement a partial road closure of Torero Drive at the intersection of Bravo Court. TAMC and the County of Monterey will continue to work with the community to find ways to minimize impact to commuters living in Toro Park and monitor the traffic through Serra Village during the pilot project. Any remaining funds from the pilot project can be used to develop plans and cost estimates for a permanent solution.

Measure X Citizens Oversight Committee Annual Audit Report

Norm Groot, Chair of the Measure X Citizens Oversight Committee, presented the results of the Measure X sixth year audit (fiscal year 2022/23) and the Measure X Annual Report to the TAMC Board of Directors.

In the past fiscal year, 2022/2023, Measure X generated \$39.6 million in revenues. Of that amount, 60% was distributed to the cities and County for local street and road projects, while the remaining 40% was programmed to regional safety and mobility projects.

The Measure X audit subcommittee conducted an independent audit of the revenues and expenditures of Measure X funds and prepared the Measure X Annual Report. The results of the subcommittee's audit and the Measure X Oversight Committee's Annual Report can be found here: <https://www.tamcmonterey.org/tamc-annual-report>.

Monterey Bay Drone, Automation and Robotics Technology (MBDART) **Presentation**

The Transportation Agency's Board of Directors received a presentation on the Monterey Bay Drone, Automation, and Robotics Technology (MB DART) initiative.

MB DART has worked in partnership with UC Santa Cruz and the Monterey Bay Economic Partnership (MBEP) to establish the Monterey Bay Tech Hub. The Tech Hub has a mission of serving Monterey, Santa Cruz, and San Benito counties by convening stakeholders across academia, community-based organizations, civic leaders, industry manufacturers, labor, and public servants to create a world-class ecosystem for job creation and the realization of these new advanced aviation technologies in this region.

The MB DART project is considering applying for federal funds to advance funding for the infrastructure elements of their plans. For certain transportation funding opportunities, they need a regional transportation agency, such as TAMC, as a partner in that application.

After the presentation, the Board of Directors voted to direct staff to bring their request for grant support to the June TAMC Board meeting. For more information about MB DART, please see: <https://montereybaydart.org/>.

National Public Works Week

The Transportation Agency for Monterey County adopted a proclamation declaring the week of May 19-25 as National Public Works Week, joining others from around California and the United States, to pay tribute to public works planners, engineers, managers, administrative staff, and operators in recognition of the substantial contributions they make to our community's health, safety, and quality of life.

The theme for the 2024 National Public Works Week is "Advancing Quality of Life for All". This year's theme shines a spotlight on the way public works professionals advance our quality of

life, whether as a first responder to an electricity outage, regular waste pickup, or a myriad of other ways they serve their communities.

Public works professionals advance the quality of life by providing an infrastructure of services in transportation, water, wastewater, and stormwater treatment, public buildings and spaces, parks and grounds, emergency management and first response, solid waste, and right-of-way management. They make our communities dynamic places to live and work.



MST HIGHLIGHTS
Board of Directors Meeting
June 10, 2024

RECOGNIZED JUNE EMPLOYEE OF THE MONTH

The MST Board adopted Resolution 2024-23 recognizing Matthias Castor, Coach Operator, as the June 2024 Employee of the Month for his outstanding contribution to MST and to the entire community.

APPROVED PURCHASE OF GILLIG HEAVY DUTY ZERO-EMISSIONS BUS

The MST Board approved the purchase of a zero-emissions heavy-duty bus from Gillig, LLC of California in an amount not to exceed \$1,368,000.

APPROVED REVISED INVESTED INVESTMENT AND CASH RESERVE POLICIES

The MST Board approved the revised Investment Policy and revised Cash Reserve Policy.

NEW IMAGE LANDSCAPE COMPANY CONTRACT

The MST Board ratified a three-year contract with New Image Landscape Company with the option to extend for one (1) additional two (2) year period for \$58,920/year for the initial term, and \$61,800/year for the option term, with a total contract value not to exceed \$300,360.

TRANSIT MASTER SOFTWARE AND HARDWARE MAINTENANCE CONTRACT

The MST Board ratified a five-year contract with Trapeze Software Group for Vontas TransitMaster software and hardware maintenance for a total contract price note to exceed \$1,077,645.

ADOPTED FY2025 – FY2026 OPERATING AND CAPITAL BUDGET

The MST Board held a public hearing, adopted the FY2025 – FY2026 Operating and Capital Budget, approved Resolution 2024-24 authorizing the filing of Federal Grant applications, and authorized staff to apply to the Transportation Agency for Monterey County for Transportation Development Act Local Transportation Funds and State Transit Assistance for FY 2025.

SURF! BUSWAY AND BUS RAPID TRANSIT PROJECT

The MST Board received an update on the SURF! Busway and Bus Rapid Transit Project. Updates reviewed were related to permitting activities.

APPROVED THE MOU BETWEEN MSTEА AND MST

The MST Board approved the Memorandum of Understanding (MOU) between MSTEА and MST to provide the same benefits to non-represented, confidential employees.

MEASURE Q POLLING AND RESEARCH

The MST Board received a report on Measure Q voter polling and research. Staff received direction from the Board to continue tracking voter sentiment through 2025 and potentially target the November 2026 election.

CONTRACT TRANSPORTATION RECOMMENDATION

The MST Board provided direction to MST staff to publish a request for proposals (RFP) to procure a transportation provider to operate MST's paratransit, On-Call, and other fixed-route public transit services.

NOMINATING COMMITTEE AND ELECTION OF OFFICERS

The MST Board received a report from the nominating committee, conducted the election of officers and appointed representatives. Mary Anne Carbone of Sand City was selected as Chair and Lorraine Worthy of Gonzales was selected as Vice Chair for July 1, 2024 – June 30, 2026.

NEXT MST BOARD MEETING

The next regular MST Board meeting is scheduled for July 8, 2024.



CITY OF DEL REY OAKS

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

Item A.

Memo

To: John Guertin

From: Laura Batra

Date: 6/14/2024

Re: Del Rey Oaks Community Blood Drive

The City of Del Rey Oaks, in partnership with Vitalant Blood Donation, will be hosting a Community Blood Drive at Del Rey Park (999 Angelus Way, Del Rey Oaks, CA 93940) on Monday, July 22, 2024 from 1-5pm. Appointments are encouraged, and available at the below link:

<https://donors.vitalant.org/dwp/portal/dwa/appointment/guest/phl/timeSlotsExtr?token=9phy9SBbT7rgN1NYX6xqyuQAdrRZ%2FDlcFsWEDfRVBU0%3D>

Monterey County Veterans Issues Advisory Committee ((VIAC)

Report to the Del Rey Oaks City Council

The Monterey County Veterans Issues Advisory Committee (VIAC), is part of the Military & Veterans Affairs Office (MVAO). VIAC meets the last Thursday of the month at the Veterans Transition Center (VTA) in Marina.

Approximately 10% of the overall population of Del Rey Oaks is either veterans or active duty military service members. This number increases significantly when spouses and dependents are factored in. VIAC is committed to the wellbeing and welfare of all who have answered the call to our nation's service. If any of you have questions about possible benefits, or have concerns related to your service, please don't hesitate to contact me through City Hall, or email me at rlj.dro@gmail.com.

-Rick Johnson

Date and location of Meeting April 25, 2024, Military & Veterans Affairs Office (MVAO)

The following is an overview of issues reported to, and considered at, the March 28, 2024 meeting:

Correspondence

None reported

Veterans Transition Center (VTC)

- VTC will host its annual gala on May 11th at Pasadera Country Club, and their July 4th concert at Rancho Cielo. They will also host their July 4th benefit concert at Rancho Cielo.
- A grant in the amount of \$300,000 from the Homeless Housing Assistance and Prevention Program (HHAP) for case management has been awarded to the VTC.
- Lightfighter Village is projected to be completed at the end of 2024. Applications will be accepted beginning in the fall.
- VTC was honored to be awarded the 2024 Veteran Employer of the Year from the California Employer Advisory Council.

Central Coast Veterans Cemetery

- The DLI Memorial Day Cemetery Event will be held at the Cemetery at 8:00 AM
- There will be a Memorial Day Ceremony on May 27 at 11:00 am. The US Marine Corps will Present the Colors.
- Discussions with cemetery staff have been initiated regarding restrooms and enclosing the Committal Shelter. In the interim the Cemetery Foundation is looking into securing a portable restroom for the Memorial Day Event. In addition, volunteers will be driving golf carts to transport people to the administration building to use the restroom facilities if needed.

Ord Military Community

- The Central Coast Federal credit Union's long term lease at the former Fort Ord has expired and was not renewed.
- They are close to establishing an RV park near the old PX and Credit Union.
- DLI Language Day is scheduled for May 17 from 10:00 AM to 3:00 PM.
- The Garrison Change of Command will be held on June 17th at 10:00 AM.

Ft. Ord Retiree Council

- The Retiree Appreciation Day will be held June 13 at Stillwell Community Center. The event will begin at 8:30 am.

VA-DOD Clinic Update

- Please note, the clinic is seeking volunteers for various programs. Volunteers must pass a physical.
- MVAO is closing the Marina VA Clinic office due to staffing issues; they will be increasing walk-in days at the main office to Monday, Tuesday and Wednesday.

Municipalities

- **City of Del Rey Oaks**
Nothing to report.
- **City of Monterey**
The City Manager and the VIAC Representative for the City of Monterey attended the Defense Communities National Conference in Washington DC. The focus was quality of life concerns like military spouse employment and childcare. The Counties and Municipalities are looking to help identify projects to assist. There were also discussions about Climate and Critical Infrastructure resilience. There were also discussions on how local communities can help the Department of Defense and Federal Government fund projects such as micro grids or any energy transmission projects.
 - The City Manager and the Monterey VIAC representative will be attending the California Association of Defense Community Leadership Summit in Sacramento.
- **City of Seaside**
Nothing to Report
- **City of Marina**
Nothing to Report

Military & Veterans Affairs Office (MVAO)

- MVAO is still seeking more applications for Veteran of the Year. Please send them to MVAO.org.
- Jack briefed the Committee on the County and State Budget Climate and gave a short legislative update.
- Kate Daniels and various others are looking into Vet Home options.
- The License Agreement to have Veteran Serving non-profits move into MVAO's building is on the May 7th Board of Supervisors meeting agenda.
- MVAO met with the County HR Director to discuss Veteran related HR Initiatives the County of Monterey wants to implement. These programs include: The Veterans Preference Policy, Military Spouse Hiring Policy, The Military Leave Policy, The DoD Skillbridge Program, and Operation Greenlight. We are in the early stages of each initiative, but progress is being made.



County of Monterey
Military & Veterans Affairs Office



Item A.

MILITARY & VETERANS AFFAIRS OFFICE

MONTHLY ACTIVITY REPORT

March 2024

11

Outreach Events

156

New Contacts

482

Phone Calls

360

Vet Rep Appointments

454

Claims Actions

224

Unique Veterans

163

Compensation Awards

5

College Fee Waiver valued

\$23,445

New Disability Compensation Awards

\$425,684

Retroactive Payments

\$96,599

Recurring Monthly Payments

Customer Satisfaction Survey

80% Very Satisfied

www.mvao.org
Serving those who served
(831) 647-7613



County of Monterey Military & Veterans Affairs Office




MILITARY & VETERANS AFFAIRS OFFICE MONTHLY ACTIVITY REPORT April 2024



14
Outreach Events
211
New Contacts


587
Phone Calls

409
Vet Rep Appointments

617 Claims Actions 
290 Unique Veterans
223 Compensation Awards

17 College Fee
Waiver valued
\$132,855

New Disability Compensation Awards

\$663,444
Retroactive Payments
\$112,180
Recurring Monthly Payments



Customer Satisfaction Survey
89% Very Satisfied



865th REGULAR MEETING
OF THE
BOARD OF TRUSTEES
926 East Blanco Road
Salinas, CA. 93901

Item A.

June 11, 2024

~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: May 2024
B. PAYROLL WARRANTS: May 2024 \$99,687.94
C. COMMERCIAL WARRANTS: May 2024 \$191,526.97
D. UMPQUA BANK: April 2024 \$1,613.65
E. TIME DISTRIBUTION: May 2024
F. BALANCE SHEET: May 2024
G. SCHEDULE OF EXPENDITURES: May 2024

F. BUSINESS ITEMS:

- A. RESOLUTION NO. 2024-03
A RESOLUTION OF THE BOARD OF TRUSTEES OF THE MONTEREY COUNTY MOSQUITO ABATEMENT DISTRICT A RESOLUTION APPROVING THE ENGINEER'S REPORT, CONFIRMING THE ASSESSMENT DIAGRAM AND ASSESSMENT AND ORDERING THE CONTINUATION OF THE LEVY OF ASSESSMENTS FOR FISCAL YEAR 2024-25 FOR THE MOSQUITO AND DISEASE CONTROL ASSESSMENT
B. Comprehensive training session covering required sexual harassment in the workplace compliant with AB 1825, presented by Roxana Khan from Losano Smith LLP

G. MONTHLY ADMINISTRATIVE REPORT: Ken Klemme, District Manager

H. TRUSTEE COMMENTS:

Adjournment to: July 9, 2024

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

**MINUTES OF THE 864th REGULAR
MEETING OF THE BOARD OF TRUSTEES OF THE
MONTEREY COUNTY MOSQUITO ABATEMENT DISTRICT
May 14, 2024**

A meeting of the Board of Trustees of the Monterey County Mosquito Abatement District was held on May 14, 2024, at the District Office in Salinas, California.

MEMBERS PRESENT:

Jeff Cecilio, Chair, County of Monterey
Don Cranford, Vice Chair, County of Monterey
Nancy Amadeo, Secretary, City of Marina
Mary Ann Carbone, City of Sand City
Jim Tashiro, City of Salinas
Jeff Glass, City of Monterey
Ian Oglesby, City of Seaside
Louise Goetzelt, City of Del Rey Oaks
Ray Coopersmith, County of Monterey

STAFF PRESENT:

Ken Klemme, District Manager
Kelli Gutierrez, Administrative Assistant
Raul Vazquez, Mosquito Tech

GUESTS PRESENT:

Edric Kwan

1. CALL TO ORDER:

Board Chair Jeff Cecilio called the 864th Regular Meeting to order at 12:02 PM

2. AGENDA MANAGEMENT: NONE

3. ROLL CALL:

Administrative Assistant Kelli Gutierrez called roll; it was determined that a quorum was present

4. PUBLIC COMMENTS: NONE

5. CONSENT CALENDAR:

- A. APPROVAL OF THE MINUTES: April 2024
- B. PAYROLL WARRANTS: April 2024 \$ 104,966.12
- C. COMMERCIAL WARRANTS: April 2024 \$ 30,124.22
- D. UMPQUA BANK: March 2024 \$ 2,984.59
- E. TIME DISTRIBUTION: April 2024

- F. BALANCE SHEET: April 2024
- G. SCHEDULE OF EXPENDITURES: April 2024

With no further inquiries, **Trustee Amadeo moved to approve the consent calendar A through G, as presented, Trustee Tashiro seconded; the motion was passed unanimously.**

- H. APPROVAL OF THE SPECIAL MINUTES: April 30th, 2024

Trustee Amadeo moved to approve the consent H, as presented, Trustee Coopersmith seconded; the motion was passed unanimously.
Comments Trustee Amadeo and Trustee Goetzelt abstained from special minutes.

6. **BUSINESS ITEMS:**

A. **Edric Kwan with SCI will be presenting the FY 24/25 engineers report**

Edric Kwan presented the engineers report for the Fiscal Year 24-25, he was also prepared to answer any questions the Board may have had. Mr. Kwan explained the resolutions and without further discussion the Board was prepared to go to vote.

B. **Approval of RESOLUTION No. 2425-01**

After discussion, **Trustee Amadeo moved to approve the RESOLUTION No. 2425-01 as presented; Trustee Goetzelt seconded; the motion was passed unanimously.**

C. **Approval of RESOLUTION No. 2425-02**

After discussion, Trustee Goetzelt moved to approve the RESOLUTION No. 2425- 02 as presented; Trustee Oglesby seconded; the motion was passed Unanimously.

D. **Monterey County Mosquito Abatement was presented with Dorthy Giannini Presenters Award from the Monterey County Agricultural Education Inc. In April.**

An award was presented to the District at the Annual Farm Day luncheon for participating and having a booth at Farm Day events.

7. **MONTHLY OPERATIONS REPORT: Raul Vazquez, Mosquito Technician**

Mosquito Technician Vazquez presented the monthly report for Zone 1 (Elkhorn, Castroville, Prunedale, etc.) to the Board. Vazquez noted that tides have been minimal and smaller sources are drying up, but some of the larger ponds in Zone 1 still hold plenty of water. Last month saw a significant number of service requests, primarily from small backyard sources. Back fields are being addressed with the Argo vehicle.

Trustee Carbon asked Vazquez about the holding ponds in Carmel Valley, noting that residents have reported an increase in mosquito activity. Vazquez explained that it only takes one mosquito to lay 1,000 eggs. He suggested putting in a service call to investigate the issue.

8. MONTHLY ADMINISTRATIVE REPORT: Ken Klemme, District Manager/Biologist

Manager Klemme provided an update to the Board about the previous month. He mentioned that due to arm surgery, he has been working on a modified schedule but remains dedicated to his responsibilities. He highlighted the special board meeting held on April 30th, 2024, which an agreement was signed with the City of Seaside regarding the Re-development agency. Additionally, he noted that the contract for the annual auditing will expire on June 30th, 2024, and preparations are underway to address this. Trustee Amadeo suggested looking into other companies to make sure we are getting a fair price.

9. TRUSTEE COMMENTS:

- Trustee Cranford asked about the (LAFCO) nomination from the April Board Meeting, nobody had heard if the results were in or not.
- Trustee Tashiro informed the board that he will not be at the next board meeting.
- Trustee Amadeo announced that she has been nominated to join the Habitat for Humanity board for Monterey and Santa Cruz Counties. She is seeking introductions to larger companies to secure land donations and recruit volunteers.

10. ADJOURNMENT:

With no further inquiries, Board Chair Cecilio adjourned the meeting at 12:27 PM to the next regularly scheduled meeting on June 11, 2024, at noon.

Jeff Cecilio, Board Chair

ATTEST:

Nancy Amadeo, Secretary