



# CITY OF DEL REY OAKS

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

## **REGULAR CITY COUNCIL MEETING AGENDA OF THE CITY OF DEL REY OAKS CITY COUNCIL TUESDAY, JUNE 27, 2023 AT 6:00 PM**

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

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

### **Join Zoom Meeting**

<https://us02web.zoom.us/j/88666255711>

- 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. PRESENTATION:**
  - A.** California American Water Company - Del Rey Oaks Police Department Appreciation
  - B.** Monterey One Water - Future Wastewater Collection Fee Strategy
- 5. CONSENT AGENDA:**
  - A. MINUTES: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)**
    - 1.** May 23, 2023, Regular City Council Meeting Minutes
    - 2.** May 10, 2023, Regular Planning Commission Meeting Minutes
  - B. MONTHLY REPORTS: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)**

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

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

1. Authorize Mayor to Sign Letter of Support to Transportation Agency of Monterey County for Safe Streets 4 all Grant Funding for the Monterey County Regional Vision Zero Action Plan
2. Adopt Resolution 2023-08 to add Mayor Donaldson on City's Local Agency Investment Fund Account
3. Approval of the Contract between Veritone and the Police Department for the use of the Veritone Contact Application
4. Adopt Resolution 2023-13, Amending the Memorandum of Understanding (MOU) Regarding Cooperative Assistance to Comply with Senate Bill 1383, food Waste Reduction and Organics Recycling Regulations, Incorporating Changes in the Annual Cost of Program Activities
5. Approval of Revised 2023 Regional Agencies Boards & Committees Representatives Appointment List to add Council Member Ragsdale-Cronin to the Monterey Regional Water Management District Technical Advisory Committee
6. Ratify City Manager Authorization of Emergency Repair Work by Monterey Peninsula Engineering and GPS Solutions (Safeway Parking Lot Storm Drain Repair)
7. Ratify Approval of Contract with J.A. Fencing for Installation of Fencing Around Basketball Court

**8. OLD BUSINESS:**

- A.** None

**9. NEW BUSINESS:**

- A. Nomination and Appointment of three Planning Commissioners for the term of June 2023-June 2027
- B. Approval of Resolution 2023-11 Establishing Appropriations Limit for FY 2023-24
- C. Approval of Resolution 2023-10 Updating City Investment Policy
- D. Approval of Resolution 2023-12 Budget for Fiscal Year 2023-24

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

**10. STAFF REPORTS:**

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

**11. CORRESPONDENCE:**

- A.** MST Highlights  
TAMC Highlights  
MCMAD Reports  
Letters from Sustainable Del Rey Oaks

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

- A. Public Comment on Closed Session Items: Anyone wishing to address the City Council on an item to be discussed in closed session may do so now. There will be a time limit of not more than three minutes for each speaker. No action will be taken on matters brought up under this public comment period.**

**B. Closed Session Items:**

- 1.** Conference with Real Property Negotiations (§ 54956.8)

Properties:

\*Property commonly referred to as Site1 Former Fort Ord, South Boundary Rd, APN 031-191-026-000

\*Properties commonly referred to as Site1A Former Fort Ord, South Boundary Rd, APN 031-191-027-000 and 031-191-028-000

\*Property commonly referred to as 17 Acres, Gen. Jim Moore/Hwy 218, APN 259-011-025-00

Negotiating Parties:

\*Rachel Saunders and Deidre Monroe, Big Sur Land Trust

\*Shuran Parker and Michael Whilden, Monterey Peninsula Regional Park District

\*David Shelly, City Ventures

City Negotiator(s):

\*John Guertin, City Manager

\*Alex Lorca, City Attorney

Under Negotiation: Price and Terms

**13. NEXT MEETING DATE: August 22, 2023 at 6:00pm**

**14. ADJOURNMENT**

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

# PROPOSED SEWER BILLING CHANGE

Community Presentation & Feedback

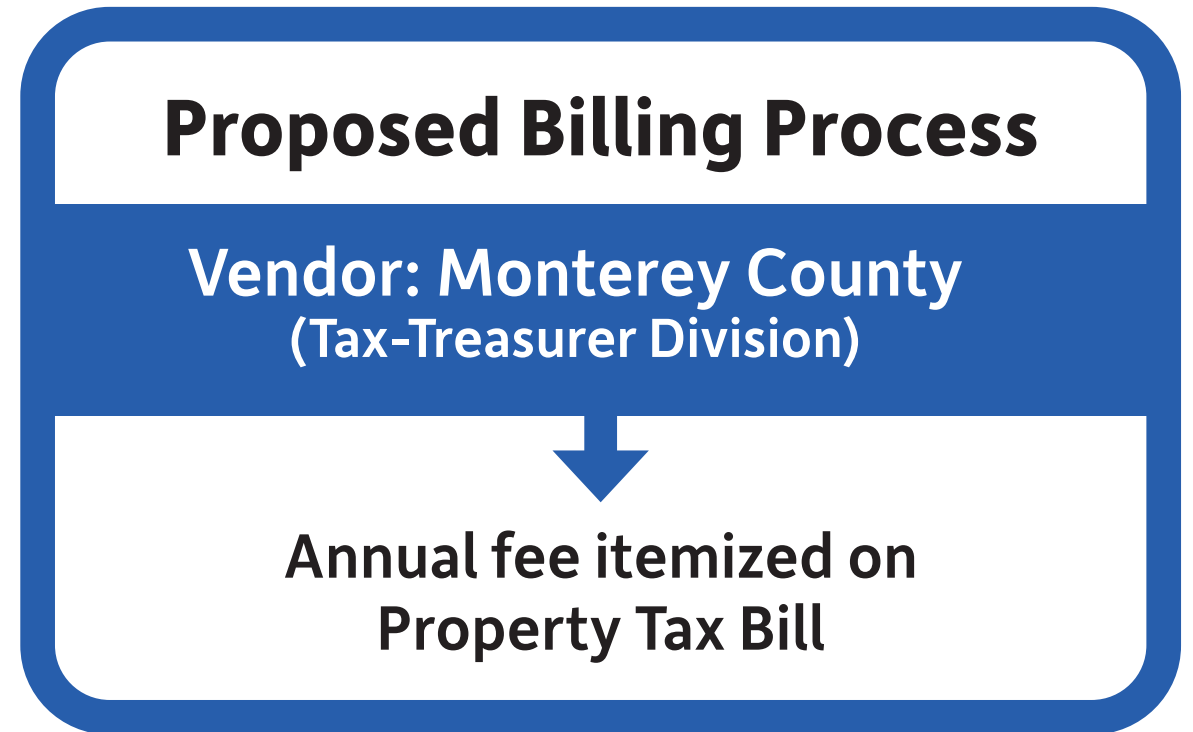
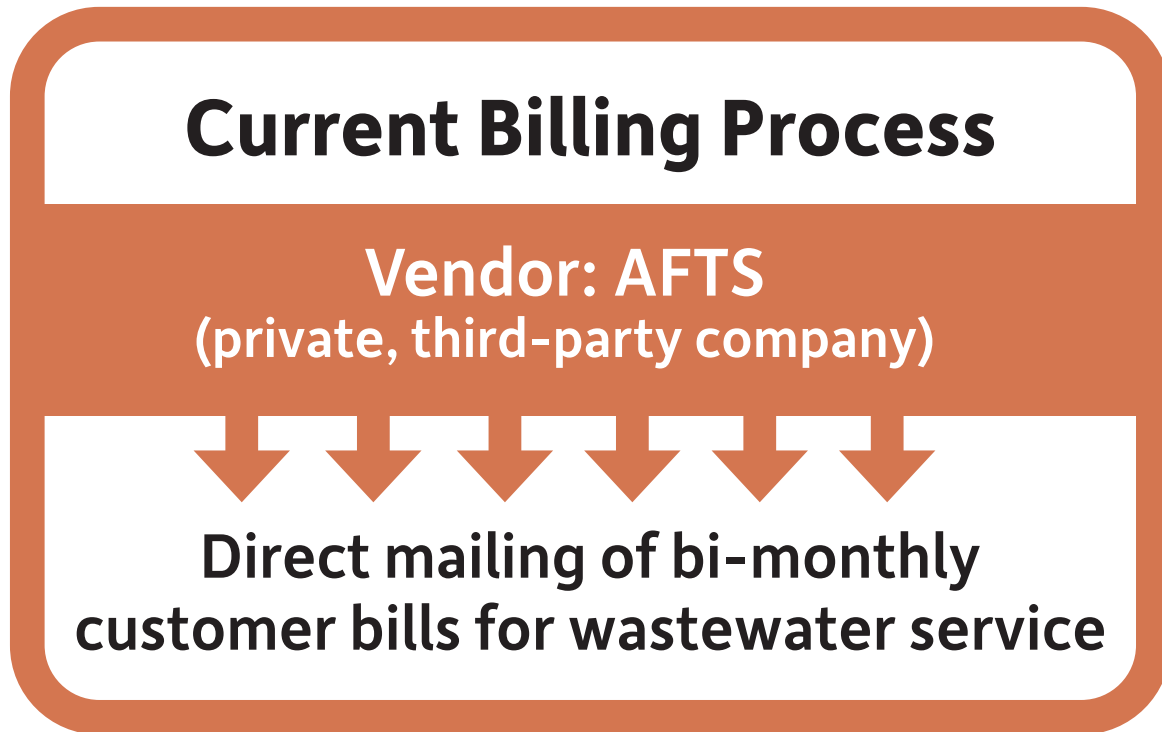


**Monterey One Water**  
Providing Cooperative Water Solutions



# Proposed Change

New Vendor & Process



# Why?

## Customer Experience

### Current Limitations:

- No paperless billing
- No online account access
- Vendor printing errors
- Product support ending

## Rate Structure

### Mandated Service:

- Service cannot be turned off
- Same fee every month—flat rate by type of use
- Common practice for required service

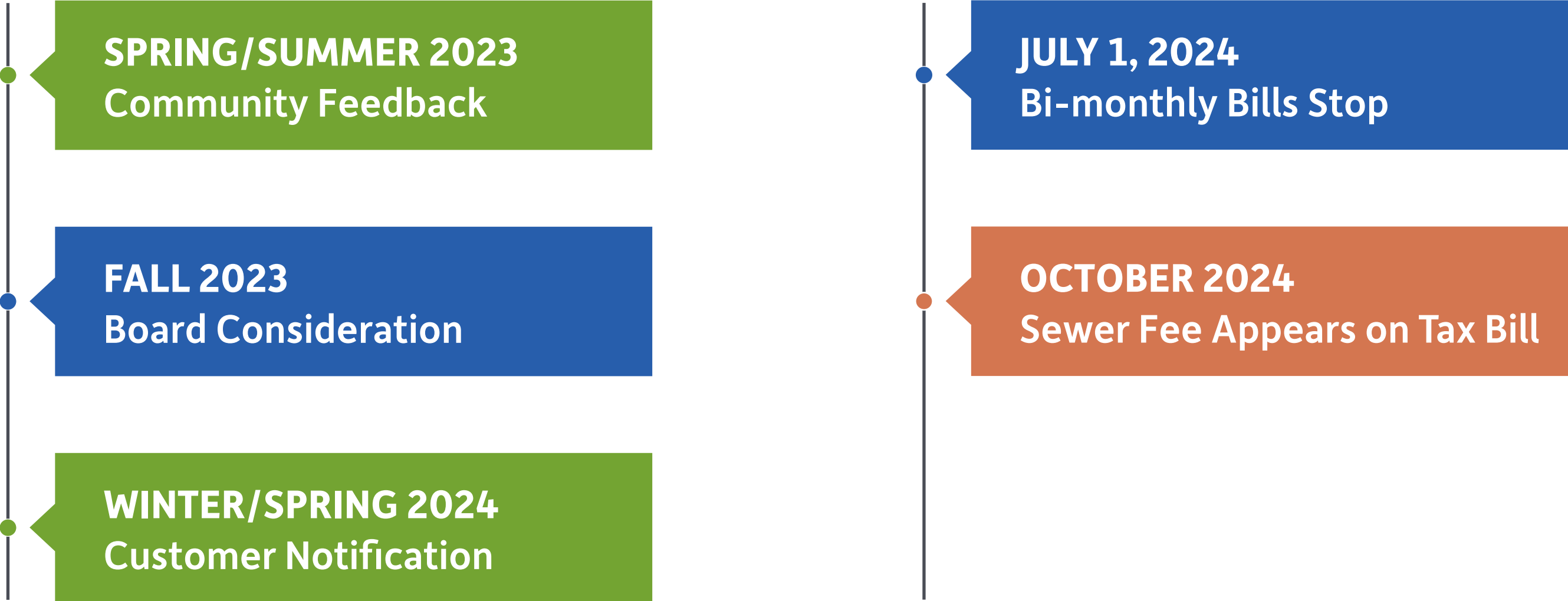
## Fiscal

### \$400,000 Annual Savings:

- Net savings from vendor change
- Expanded field survey program and billing accuracy

# Proposed Timeline

Effective July 1, 2024




# Program Changes

## Elimination of . . .

- Bi-monthly bills
- Monterey One Water Annual Lien Process
- Responsible Party Designation


## What's new . . .

- Annual billing to be paid over 1 or 2 payments  
*County is pursuing monthly payment option (Easy Smart Pay) to provide option to pay Tax Bill over 12 payments*




**Monterey One Water**  
Providing Cooperative Water Solutions  
P.O. Box 2109  
Monterey, California 93942-2109  
(831) 372-2385 • 449-6366 • 722-9288

**Payment Locations**



**Monterey One Water**  
Providing Cooperative Water Solutions  
Now you can pay with a charge to your bank account with our new PhonePay and Webpay services. Credit cards still accepted, too.



**CALL 1-866-514-6814**  
or  
Click: Pay Your Bill Online at  
<http://www.montereyonewater.org>

\$1.00 per transaction fee  
Plus 3% for credit cards only

**MONTEREY**  
Monterey One Water  
5 Harris Court, Bldg. D  
*(see map on reverse)*

**SEASIDE**  
Mal's Market  
1264 Noche Buena Street

**Account Information**

ACCOUNT NUMBER:  
OWNER NAME:  
SERVICE ADDRESS:  
SERVICE PERIOD:  
BILL DATE:  
DUE DATE:

**Account Charges**

BEGINNING BALANCE:  
PAYMENTS RECEIVED:

**< NEW CHARGES >**


Date	Description
02/01/2018	MRWPCA
02/01/2018	City Sewer System Charges

TOTAL AMOUNT DUE:

**Special Messages**

Retain this portion for your records • See reverse side for terms and conditions • Make checks payable to: MONTEREY ONE WATER

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**Monterey One Water**  
Providing Cooperative Water Solutions  
P.O. Box 2109  
Monterey, California 93942-2109

**PAYMENT COUPON**

Check box for address updates. Write changes on back.  
Save time and postage with auto-payment service (see back)



ACCOUNT NUMBER:  
SERVICE ADDRESS:

**Amount Due**

TOTAL AMOUNT DUE:  
BY DUE DATE:

FOR PROPER CREDIT PLEASE RETURN THIS PORTION.  
THE RETURN MAILING ADDRESS IS ON THE  
REVERSE SIDE OF THE PAYMENT COUPON.

**Amount Enclosed**

# Commitment to Transparency

## What won't change . . .

### Rate Setting Process

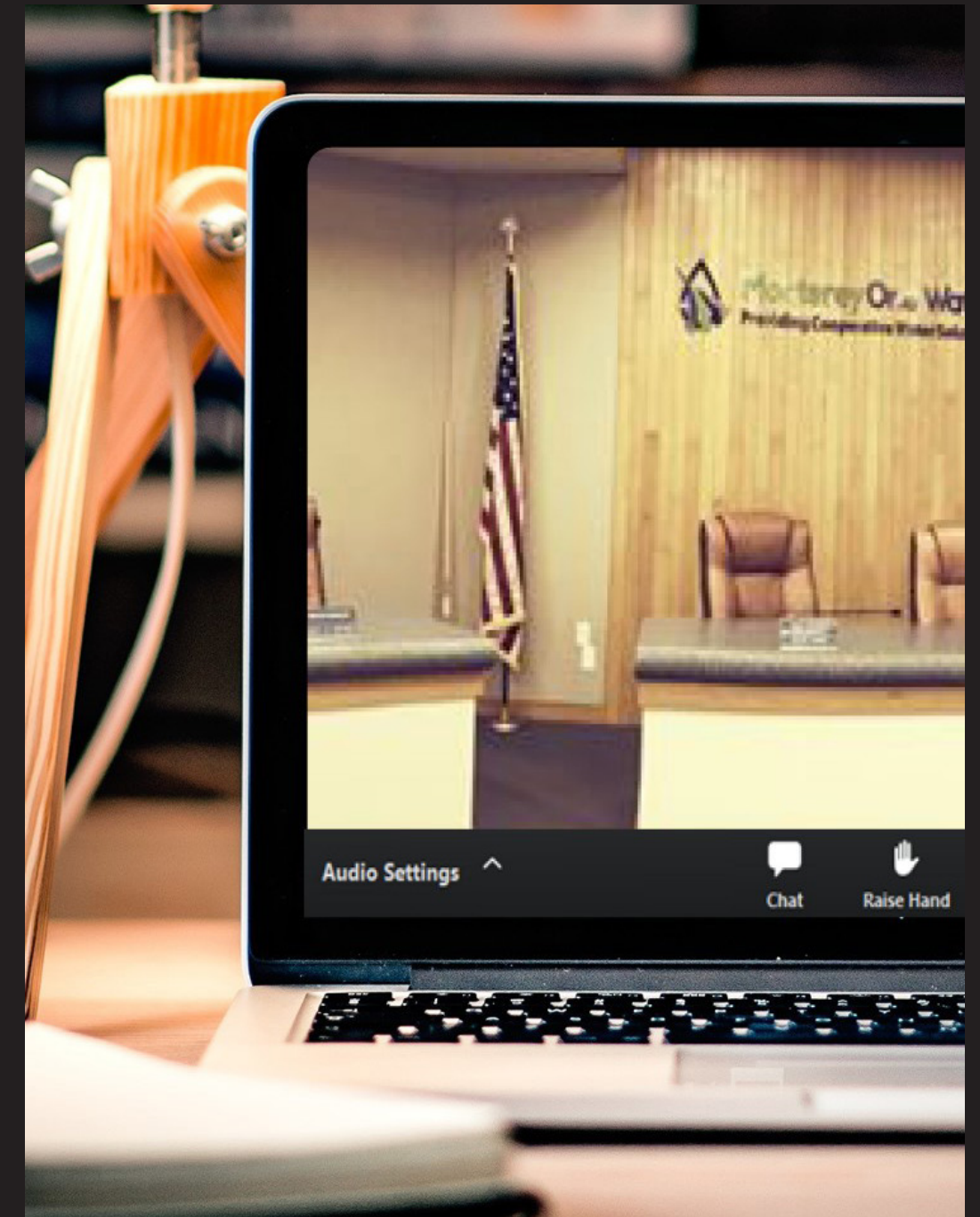
- Mailed notification + public hearing

### Budget Approval

- Annual process including public hearing

### Public Meetings

- Monthly Board of Directors Meetings are open to the public



# Residential Customer Assistance Program

Program evaluation underway . . .

## Considerations

- Available program funding
- Eligibility requirements
- Total credit per customer per year
- Opportunities to assist renters



# Future Outreach & Feedback

## COMMUNITY FORUMS

### Presentation and Discussion

- Virtually and in-person
- Details online and postcard to be sent to customers

## SUBMIT FEEDBACK

### Share input on the proposed billing change

- Use our Online Form to submit your input

[montereynewwater.org/billing-update](http://montereynewwater.org/billing-update)



**Tuesday, July 18 at 6:00 pm (English Only)**  
El Gabilan Library, Salinas



**Thursday, July 20 at 6:00 pm (Spanish Only)**  
El Gabilan Library, Salinas



**Tuesday, August 1 at 6:00 pm (English Only)**  
Marina Branch, Monterey County Free Libraries



**Wednesday, August 2 at 6:00 pm (Spanish Only)**  
Marina Branch, Monterey County Free Libraries



# **City of Del Rey Oaks**

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



## **Action Minutes**

**Tuesday May 23, 2023 - 6:00 PM**

**City Council – Regular Meeting**

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

**Scott Donaldson – Mayor**

**Kim Shirley – Vice Mayor**

**Jeremy Hallock – Councilmember**

**John Uy – Councilmember**

**Bill Ragsdale-Cronin - Councilmember**

**6:00 PM – Called to Order:**

The meeting was called to order by Mayor Donaldson.

**Roll Call:**

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

**Absent:** None

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

**Pledge of Allegiance:**

Mayor Donaldson led the Pledge of Allegiance

**Public Comment:**

**Frederica Jones:** Expressed concerns regarding the MPE crusher site. Toxic for residents. Reads the letter that is in the packet.

**Mary Solseng:** If she wanted to live by industrial, she would live in Sand City. Encourage the council not to approve this proposed project.

**Drew Webb:** Asks for the regulation on utility trailers on the street. Harassed by neighbors because of vehicles on the street and tree trimming.

**Amad Ahmadi:** American Bridge Association information and wants to start bridge class.

**Karen Harris:** Read letter regarding MPE crusher site and SDRO's concerns about CEQA, OSHA and spill hazard requirements. A diagram is needed to see how close to future housing, the public would like to know.

**Helen Birdsong:** That MPE site should be for open space, are we hard up for money? Is the city talking to the parks department?

**Chuck Mahoney:** Wants a 25 mile sign on Rosita, cars speed up to 70 MPH. Neighbors have chicken and pigs, it's a feeding frenzy. Scares his dog. They have 12 citations. Talked to City Manager, Mayor and Clerks.

**Irene Barlich:** A no passing sign is needed by City Hall.

**PUBLIC COMMENT IS CLOSED****PROCLAMATIONS:**

**Public Works Appreciation Week:** The entire City Council thanked Ron Fucci and Sherman Low.

**Pride Month, June 2023:** The entire City Council acknowledged the need and thanked Mayor Donaldson.

**Council Member Uy:** Read a letter of appreciation to Mayor Donaldson from the LGBTQ+ Del Rey Oaks community.

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

1.        April 25, 2023 Regular City Council Meeting Minutes
2.        May 9, 2023 Special City Council Meeting Minutes
3.        February 8, 2023 Regular Planning Committee Meeting Minutes

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

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

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

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

**Public Comment: None**

**Public Comment is closed.**

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

**Motion passed unanimously.**

**OLD BUSINESS:** There is none to consider.

**NEW BUSINESS:****A. Consider Appointments to Fill Administrative Hearing Officer Vacancies**

**City Manager Guertin:** Frederica Jones and Paul Peterlin re-applied.

A motion was made by **Council Member Ragsdale-Cronin**, seconded by **Council Member Hallock** to approve item 7.A. the Appointments of the two Administrative Hearing Officers.

**Motion passed unanimously.**

**Council Member Uy:** Invites all to the flag raising celebration and an after party at Old Town Hall with music and food on June 1<sup>st</sup>.

**B. Approve Audited Financial Statements for Fiscal Year Ended June 30, 2022**

**Paul Pham, of Chavon and Associates Auditing Firm:** Clean audit, no findings, great job on staff's part, easy to deal with city staff and shares screen to review highlights and explain deferred compensation. Explains GASB87, regarding capitol leases and balance sheet.

**Council Member Uy:** Risks for next year?

**Paul Pham:** Good shape in the day to day operating.

**City Manager Guertin:** Seeds planted many years ago, for this type of result.

A motion was made by **Council Member Uy**, seconded by **Council Member Shirley** to approve item 7.B., Audited Financial Statements for the FY ended June 30, 2022.

**Motion passed unanimously.**

**C. Receive a Report on the FY 2023-24 Draft Budget**

**City Manager Guertin:** Explains that this is a draft budget.

**Roberto Moreno:** Shares screen and reviews details of the budget and general fund summary. The two big numbers are sales tax and airport services. New category is \$30, 000 for Grant Writing expenses. SB 1383 is moved from Clerks to Public Works budget. Increase of 3.5% to cover PD expenses. The city is breaking even.

**Council Member Uy:** Wants a committee for public safety and road safety with \$15,000, residents have spoken to him about concerns.

**Mayor Donaldson:** What about SB1 funds?

**City Manager Guertin:** There are legal guidelines for SB1 funds and must meet engineering standards etc.

**Mayor Donaldson:** Work at Saucito is integrated into the FORTAG plan.

**Council Member Shirley:** Asks for more details regarding Economic Uncertainty and LAIF.

**Roberto Moreno:** Explains both to group.

**Council Member Shirley:** Wants to make sure there is enough budgeted for Strategic Planning. Isn't Habitat Management a report that Denise Duffy prepares?

**City Manager Guertin:** Erin is preparing, and it hasn't come to city council yet. Some of the highlight's covered, while sharing screen:

\*5% increase for all staff, airport will cover \$30,000 of this increase

\*Revenues are narrow, good to plan for future

\*With the lack of Cannabis funds coming in, made up with TOT funds and Sales tax increase.

\*Issues like Rosita and Creek will be expensive

\*With tech issues, need to use a consultant

\*Charging stations with grant funds

Options include: \*Any fund balance of over \$150,000 to fund Section 115 trust

\*Capital Improvement Fund

\*Fleet Replacement Fund for PD (shared cost with Airport)

\*Facilities Improvement

\*Pay down long term debt, non interest first

**Council Member Uy:** REAP grant through AMBAG for implementation and planning.

**Council Member Ragsdale-Cronin:** Public works projects are expensive, more expensive than we think. He would be glad to take a hard look at projects and funding.

**Council Member Shirley:** Looking forward to the General Plan update, Capital projects are important and in favor of investing in a 115 trust. What is the policy for managing funds?

**City Manager Guertin:** Explains it's a percentage. Money for SBR, but it won't be enough.

**Council Member Hallock:** Safeway sink hole?

**City Manager Guertin:** Meeting next week with Monterey and Seaside.

**Mayor Donaldson:** Need 115 trust and infrastructure funding is important.

#### Public Comment:

**Helen Birdsong:** Is 5% the same as national? Shop for PD vehicles. What happened to Pot revenue, did it move away.

#### Public Comment is closed.

**This item was for information only, no action was taken.**

D. Clarify Direction for Recreation and Parks Committee and other Committees within the City

**Council Member Shirley:** Fortunate to have residents that want to be part of committees. Read from Staff Report.

**Council Member Uy:** Nobody's fault. Open to fixing this code. Wants it laid out with time commitment and membership responsibility. Legal considerations.

**Council Member Ragsdale-Cronin:** Wants everyone to be on the same page, this code needs to be clarified. City should support committees.

**Mayor Donaldson:** The municipal code states Mayor "shall" appoint. When it comes to member of the public, the code is silent and not clear. But "Mayor shall" is mandatory.

**Council Member Hallock:** The structure of committees is vague, and the role and responsibilities is the common thread.

#### Public Comment:

**Mike OBrian:** Wants kids programs down at the park, like other city's. Chess classes or photography seminar. Volleyball and kick ball maybe.

**Keil Edson:** Parks and Rec committee did a survey and received 92 responses. There is a lack of city response to needs, emails not returned. Didn't get the outdoor projector from the

city and canceled movie night. Issues with brown act rules. Use of Old Town Hall. Wonders about having money budgeted or not.

**Gary Kreeger:** Remembers when no city committees, until a few years ago. City support is needed. Mentions Del Rey Oaks Citizen Action Group getting city help. No one committee should do everything.

**Jim Clark:** Seaside and Monterey have park departments with more staff and parks. It's all about resources, Del Rey Oaks is a small city with a small staff and only one park. DRO Citizen's Action Group is self sufficient and other than posting announcements, they do not bother the very busy staff.

**Denise Wood:** The Parks and Rec committee is an advisory committee. Too many personal issues going on between chairs to get anything done.

### **Public Comment is closed.**

**Council Member Ragsdale-Cronin:** The parks and rec committee has budgeted \$1,000 and can't use it. "Shall" in the code and feels we need to do it. The DROCAG does a great job. Where do we go from here?

**Council Member Hallock:** Our park is beautiful. We need to strengthen the community. And there is already an established group that does wonderful events, if folks want to volunteer, join up.

**City Attorney Lorca:** Explains that the way the code is written, it's on the shoulder of the Mayor. In the other parts of the municipal code, "member" refer to Council Members. Gave legal interpretation of "shall".

**Mayor Donaldson:** Would be derelict in duty's not to have these committees made up from the city council. Give examples of governing bodies. Refers to Budget Committee and how they are an "advisory" committee and how well it works out that they make recommendations to the City Manager. Will assign 3 members of the council to each of the committees mentioned in the code: Public Safety, Parks, Public Works and Budget (which already exists). Since this action falls on Mayor, asks council members to express their desire for appointment to Deputy City Clerk Minami in an email. Once the committees are formed, the duration and scope will be worked out.

**City Manager Guertin:** Gave a report on Public Works and all of the wonderful work: Gab crew coming in October, Fuel Reduction Grant submitted, review of Seaside Fire Department and ESCA on Fire Roads. Update from the PD: Yaneli moved back down south and took a job in Huntington Park. New officer Kevin Andoy, Jeff's cousin.

### **Closed Session Items:**

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

**A. Public Comment on Closed Session Items: Anyone wishing to address the City Council on an item to be discussed in closed session may do so now. There will be a time limit of not more than three minutes for each speaker. No action will be taken on matters brought up under this public comment period.**

**None**

**B. Closed Session Items:**

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

**A. Government Claim of Miriam Smith**

**City Attorney Lorca:** No reportable action taken.

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

**ADJOURNMENT:** 9:05pm

**Attest:**

**Date:**

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# **City of Del Rey Oaks**

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



## **Action Minutes**

**Wednesday, May 10, 2023 - 6:00 PM**

**Planning Commission – Regular Meeting**

**Del Rey Oaks Planning Commission**

**Mike Hayworth – Chair**

**George Jaksha – Commissioner**

**Gary Kreeger – Commissioner**

**Denise Wood – Commissioner**

**Mike Burger – Commissioner**

**Louise Goetzelt - Commissioner**

**6:00 PM – Called to Order:**

The meeting was called to order by Chair Hayworth.

**Roll Call:**

**Absent:** Commissioner Goetzelt

**Present:** Chair Hayworth, Commissioner Jaksha, Commissioner Burger, Commissioner Wood, Commissioner Kreeger

**Staff Present:**

City Manager Guertin and Administrative Assistant Fitz

**Pledge of Allegiance:**

Chair Hayworth led the Pledge of Allegiance.

**Consent Agenda:**

**A. Adopt February 8, 2023, Planning Commission Meeting Minutes**

Minutes were approved unanimously.

**Public Comment:**

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

**Presentation:**

Swearing in Ceremony for Planning Commissioner Ann Ahmadi.

**Reports:**

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

**Old Business:** None

**New Business:**

**Item C:** Appointment of Vice Chair Position: Denise Wood nominated by Commissioners Jaksha and Burger and approved unanimously.

**Item B:** Item pulled at the request of the homeowner of 33 Carlton.

**Item A:** Item pulled, there is a Special Meeting next week regarding the Housing Element update.

**Announcements:**

Discussion of events in the park during the Earth Day celebration.

Commissioner Ahmadi: What are the next steps in regards to the Housing Element report?

City Manager Guertin: We have a placeholder for this item in order to keep the process moving and meet the compliance deadline of December 15 for approval by the HCD. We are scheduling a special meeting for next week to discuss the differences between cycles five and six. Policy changes will be implemented and then it will be submitted for what may be a shorter process but could take 90 days for HCD to review. Comments will be responded to before final submittal.

Commissioner Kreeger: Questions about timeline before there are negotiations in public.

City Manager Guertin: In the Surplus Land Act notification part of the process.

Commissioner Burger: New Commissioner Ann Ahmadi should take the EV tour of the land.

Commissioner Hayworth: Welcome Ann Ahmadi and congratulates Denise Wood on becoming Vice Chair.

Commissioner Jaksha: Commends everyone for their presence and involvement with Planning Commission.

**Next Meeting Date:**

June 14, 2023

**Adjournment:**

6:15 pm

**Attest:**

**Date:**

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**City of Del Rey Oaks**  
**Summary of Cash & Investments**  
**As of 05/31/2023**

Accounts

Unrestricted

General Checking	\$ 863,457.56	
Local Agency Investment Fund		
Reserve for Economic Uncertainties	1,652,182.00	2.870%
Unappropriated Funds	2,103,254.87	2.870%
Total Unrestricted	<u>4,618,894.43</u>	

Restricted

PARS	351,751.00	
Dev - Monterey Peninsula Partner	9,062.62	0%
Fidelity Title Escrow Acct - GJM/SBR Intersection	1,056,168.00	0%
Fidelity Title Escrow Acct - SBR Construction	7,268,813.00	<u>0%</u>
Total Restricted	<u>8,685,794.62</u>	

Total Cash and Investments **\$ 13,304,689.05**

**City of Del Rey Oaks**  
**Check Register**  
**From 05/01/2023 Through 05/31/2023**

Check Number	Payee	Transaction Description	Check Amount
21306	MONTEREY BAY AREA INSURANCE FUND	FY - 22/23 WC Premium and Liability Insurance	169,516.50
21307	AMERICAN SUPPLY COMPANY	Supplies	161.69
21308	AT&T CAL NET 2	Acct #9391033790 Telephone Service Period Past Due and Current 02/19/2023 to 04/18/2023	227.20
	AT&T CAL NET 2	Acct #9391081967 Service Period 03/15/23 to 04/14/2023	838.74
	AT&T CAL NET 2	Acct# 9391033791 Telephone Service Period 03/19/23 to 04/18/23	235.38
21309	CALIFORNIA-AMERICAN WATER	Acct #1015-210018796550 Service Period 03/21/23 to 04/20/23	38.25
	CALIFORNIA-AMERICAN WATER	Acct #1015-210018799016 Service Period 03/21/23 to 04/20/23	38.25
	CALIFORNIA-AMERICAN WATER	Acct #1015-210018869991 Service Period 03/21/23 to 04/20/23	197.58
	CALIFORNIA-AMERICAN WATER	Acct #1015-210021092445 Service Period 03/21/23 to 04/20/23	38.25
	CALIFORNIA-AMERICAN WATER	Acct #1015-210021255352 Service Period 03/21/23 to 04/20/23	34.82
	CALIFORNIA-AMERICAN WATER	Acct #1015-210021327653 Service Period 03/21/23 to 04/20/23	136.39
	CALIFORNIA-AMERICAN WATER	Acct #1015-210021396208 Service Period 03/21/23 to 04/20/23	38.25
	CALIFORNIA-AMERICAN WATER	Acct #1015-210021397607 Service Period 03/21/23 to 04/20/23	93.18
21310	COAST WEEKLY CLASSIFIEDS	Advertising - Notices	288.75
	COAST WEEKLY CLASSIFIEDS	Advertising Notice Inviting Sealed Bids - Via Verde Curb and Gutter	1,299.38
21311	COLANTUONO, HIGHSMITH & WHATLEY,	March 2023 Ballot Measure Advise	154.00
21312	COMCAST BUSINESS	Acct #8155100230699260 Internet Service Period 04/18/23 to 05/17/23	284.13
	COMCAST BUSINESS	Acct #8155100280008479 Internet Service Period 04/10/23 to 05/09/2023	378.31
21313	CORELOGIC SOLUTIONS, LLC.	RQ2 Flat Rate Fee - Service period of 04/01 to 04/30/23	171.50
21314	CORONADO DEISEL MOBILE SERVICES	Ford Explorer #91 - Service Call - Diagnose Engine Problem	989.30
	CORONADO DEISEL MOBILE SERVICES	Ford Taurus #93 - Service Call - repair left front headlight	217.04
21315	DENISE DUFFY & ASSOCIATES	March 2023 - General On-Call Consulting Task #776	5,540.75
	DENISE DUFFY & ASSOCIATES	March 2023 - #9614 Task #772 - Former Ft Ord/Developer	1,237.00
	DENISE DUFFY & ASSOCIATES	March 2023 - #9614 Task 779A, LEAP Grant Consulting	2,187.00
	DENISE DUFFY & ASSOCIATES	March 2023 - City of DRO - HMP Compliance Task #782	387.00
	DENISE DUFFY & ASSOCIATES	March 2023 - Fuel Reduction Plan, Task #783 Authorized 02/06/23	513.00
	DENISE DUFFY & ASSOCIATES	March 2023 - MPE Task 783	4,242.25
	DENISE DUFFY & ASSOCIATES	March 2023 - REAP Grant - Task #779-B	1,525.00
21316	Embassy Consulting Services, LLC	Crisis Intervention & Behavior Health Training - From 11/22/2022 Billed 03/15/23	125.00
21317	FENTON & KELLER	Christopher Lawson Claim and Investigation - March 2023 Service	61.00
	FENTON & KELLER	City Attorney General Services - March 2023	9,003.60
	FENTON & KELLER	Employment Matters - March Services - Policy Manual Requirements	1,037.00
	FENTON & KELLER	March 2023 - CA Native Plant Society vs Fort Ord Reuse Auth	3,327.20
	FENTON & KELLER	March 2023 - Christopher Lawson vs City of DRO	122.00
	FENTON & KELLER	March 2023 - Housing Element Update Services	1,281.00
	FENTON & KELLER	March 2023 Legal Service - Michele Ball vs City of DRO et al	91.50
21318	GEORGE JAKSHA	April 2023 - Employee Reimb-2023 Planning Commissioners Academy	791.10
21319	GLOBALSTAR USA	Acct #AC00115154 Wireless Service 04/15/23 to 05/15/2023	130.47
21320	G.P.S. SOLUTIONS	April Billing - Building, Plumbing, Electrical Permits	1,809.23
21321	HOME DEPOT CRC	Supplies	97.20
21322	ICMA	Membership Renewal for FY 07/01/23 to 06/30/24	960.00
21323	JAMES DE CHALK	Janitorial Service for April 2023	500.00
21324	KRISTOFER MOORE	Kristofer Moore - Employee Reimbursement - Supplies/ Chain	36.51
21325	MARTINS IRRIGATION SUPPLY, INC.	Supplies	1,789.91
21326	MBS BUSINESS SYSTEMS	Acct #3948511 Base Rate Period 05/07/23 to 08/06/23	131.01
21327	MONTEREY COUNTY DISTRICT ATTORNEY	FY 2021/2022 Blood Alcohol Cost	28.19
21328	Motorola Solutions	Acct #1036951425 - APX Next Single Banked Model 4.5 Portable	56,612.83
	Motorola Solutions	Acct #1036951425 - Charger, Multi-unit, Impress G2, 6 Disp , ACC-Charger	1,318.83
21329	ODP Business Solutions, LLC	Office Supplies	101.68
	ODP Business Solutions, LLC	Supplies	153.23
21330	PG&E	Acct #6817283169-2 Services 03/15/23 to 04/13/23	58.65
21331	Pitney Bowes Bank Inc. Purchase Power	Acct #8000-9000-0346-3050 Postage/Supplies	16.35
21332	PRECISION ALARMS AND AUTOMATION	Security Alarm Service for April 2023	170.00
21333	PURE WATER	Supplies	86.54
21334	REGIONAL GOVERNMENT SERIVCES	Contract Service - March 2023	19,219.64
21335	Rodriguez Tree Service	Removal of Large split Branch by road. Clip trash and haul	1,400.00

**City of Del Rey Oaks**  
**Check Register**  
**From 05/01/2023 Through 05/31/2023**

Check Number	Payee	Transaction Description	Check Amount
21336	ROGER GUZMAN	Roger Guzman - Employee Reimbursement - Supplies	52.23
21337	SMITH & ENRIGHT LANDSCAPING	Landscaping	4,325.00
21338	Stericycle, Inc.	Acct #1000110277 - March 2023 Shredding Services	159.04
21339	TERMINIX	Pest Control	102.00
21340	THE MAYNARD GROUP	Acct #AC3744 - Monthly Phone Service May 2023	67.00
21341	Third Degree Communications, Inc.	Internal Affairs - For August 14 to 16, 2023 IA - Sunnyvale, CA	595.00
21342	US Bank Equipment Finance	Acct #500-0673430-000 April 2023 to May 2023 - Konica Copier for City Clerks	826.68
21343	Verizon	Acct #342533778-00001 Mobil Service Period 04/24 to 05/23/23	80.02
21344	VSP	Vision Plan - MAY 2023	261.27
21345	AT&T MOBILITY	Acct #287290891231 Mobile Service Period 05/03 to 06/02/2023	598.03
21346	Caitlin Hall	Caitlin Hall - Refund - West BBQ Area	150.00
21347	CoPower	DENTAL COVERAGE - MAY & JUNE 2023	4,267.08
21348	COMCAST BUSINESS	Acct #8155100230699260 Internet Service Period 05/18/23 to 06/17/23 & 02/18/23 to 03/17/23	578.26
	COMCAST BUSINESS	Acct #8155100280008479 Internet Service Period 05/10/23 to 06/09/23 & 12/10/22 to 01/09/23	756.62
21349	CORELOGIC SOLUTIONS, LLC.	RQ2 Flat Rate Fee - Service period of 04/01 to 04/30/23	171.50
21350	FENTON & KELLER	April 2023 - Legal Service - CA Native Plant Society VS Ford Ord Reuse Auth	2,226.50
	FENTON & KELLER	April 2023 - Employment Matters	427.00
	FENTON & KELLER	April 2023 - Legal Services - City Attorney General Services	11,712.00
	FENTON & KELLER	April 2023 Legal Service - Public Records Act Requests	976.00
21351	Kevin Andoy	Kevin Andoy Employee Reimbursement for Uniforms	193.18
21352	KRISTOFER MOORE	Kristofer Moore Employee Reimbursement - Supplies	43.69
21353	1143 Carson St. Apt D	Naniolo Lavelva - Refund - East BBQ Area	100.00
21354	ODP Business Solutions, LLC	Supplies	86.94
21355	PG&E	Acct #6817283169-2 Service Period - 04/14/23 to 05/12/23	55.88
	PG&E	Acct#4283033409-2 PGE services 03/24/23 to 04/24/2023	2,031.85
21356	REGIONAL GOVERNMENT SERIVCES	April 2023 - Contract Services	18,545.45
21357	Stericycle, Inc.	April 2023 - Shredding Services	156.65
21358	I.M.P.A.C.GOVERNM'T SER	VISA - Acct #4246044555649924 - Sept 22, 2022 Statement	1,191.23
	I.M.P.A.C.GOVERNM'T SER	Visa Acct # 4246044555649924 March 22, 2023 Statement	1,856.74
	I.M.P.A.C.GOVERNM'T SER	Visa Acct #4246044555649924 April 24,2023 Statement	3,167.91
PERS 0520:	PERS	CalPERS 1900 457 (04/14) Contribution 04/30/2023	3,150.00
	PERS	CalPERS 1900 457 (04/14) Contribution 05/15/2023	3,150.00
	PERS	CalPERS 1900 457 (05/12) Contribution 05/31/23	3,150.00
	PERS	PERS 3100 Contribution Retirement 03/25-04/07/23 -Plan 26934	1,633.97
	PERS	PERS 3100 Contribution Retirement 03/25-04/07/25 -Plan 25623	3,583.36
	PERS	PERS 3100 Contribution Retirement 03/25-04/07/53 -Plan 1364	484.77
	PERS	PERS 3100 Contribution Retirement 04/08-04/21/23 -Plan 26934	1,630.41
	PERS	PERS 3100 Contribution Retirement 4/22 -5/5/23 -Plan 26934	1,630.41
	PERS	PERS 3100 Contribution Retirement 4/22-5/5/23 -Plan 1364	472.14
	PERS	PERS 3100 Contribution Retirement 4/22-5/5/23 -Plan 25623	3,438.94
	PERS	PERS 3100 Contribution Retirement 4/8-04/21/23 -Plan 1364	478.46
	PERS	PERS 3100 Contribution Retirement 4/8-4/21/23 -Plan 25623	3,276.96
	PERS	PERS 3100 Contribution Retirement 3/25-04/07/23 -Plan 1365	3,709.52
	PERS	PERS 3100 Contribution Retirement 4/22-5/5/23 -Plan 1365	3,679.65
	PERS	PERS 3100 Contribution Retirement 4/8 - 04/21/23 -Plan 1365	3,596.01
<b>Report Total</b>			<b>384,293.91</b>

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

From 5/1/2023 Through 5/31/2023

	Current Month Actual	Year to Date Actual	YTD Budget - Revised	Percent of Budget Collected/Used
<b>Revenue</b>				
Property Taxes	0.00	763,297.25	738,700.00	103.32%
Sales Tax	107,003.94	1,206,052.71	1,253,000.00	96.25%
Other Taxes	24,936.19	441,405.81	503,300.00	87.70%
Licenses and Permits	22,942.00	299,298.91	311,300.00	96.14%
Fines and Forfeitures	188.00	763.55	5,200.00	14.68%
Other Revenue	518.48	18,204.24	12,200.00	149.21%
Grants	12,822.96	226,570.84	202,700.00	111.77%
Airport Police Services	270,912.51	1,170,204.21	1,211,250.00	96.61%
Current Services	11,110.76	160,024.46	162,700.00	98.35%
<b>Total Revenue</b>	<u>450,434.84</u>	<u>4,285,821.98</u>	<u>4,400,350.00</u>	<u>97.40%</u>
<b>Expenditures</b>				
Council	2,052.64	23,696.79	33,600.00	70.52%
City Clerk	18,761.77	332,510.02	435,260.00	76.39%
City Manager	18,368.39	258,303.71	291,960.00	88.47%
Audit/Treasurer	38,165.09	187,055.95	227,200.00	82.33%
Legal	30,725.93	118,827.43	201,500.00	58.97%
Planning & Building Regulation	18,335.23	121,613.86	108,240.00	112.35%
Government Buildings	522.00	9,619.60	22,100.00	43.52%
Non-Departmental	435.25	26,193.56	33,640.00	77.86%
Police	121,764.37	2,205,111.99	2,465,900.00	89.42%
Fire/Animal Control	0.00	164,326.50	219,100.00	75.00%
Public Works/Streets	12,142.89	232,527.09	258,750.00	89.86%
Parks/Recreation	6,404.56	44,395.57	44,500.00	99.76%
<b>Total Expenditures</b>	<u>267,678.12</u>	<u>3,724,182.07</u>	<u>4,341,750.00</u>	<u>85.78%</u>
Net Revenues	182,756.72	561,639.91	58,600.00	
Net Revenues After Other Financing Sources and Uses	182,756.72	561,639.91	58,600.00	

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

**100 - General Fund**  
From 5/1/2023 Through 5/31/2023

		Current Period Actual	Current Year Actual	YTD Budget - Revised	Percent of Budget Collected/ Used
Revenue					
Non Department Specific	000				
P/T-Secured	41110	0.00	531,578.06	520,200.00	102.18%
P/T-Unsecured	41120	0.00	24,139.60	24,000.00	100.58%
P/T-Prior Secured	41130	0.00	3,806.16	6,000.00	63.43%
Prior Unsecured	41140	0.00	0.00	100.00	0.00%
P/T-Unitary Tax	41150	0.00	10,528.54	8,600.00	122.42%
P/T-Supplemental Roll (SB813)	41160	0.00	13,081.90	12,000.00	109.01%
Property Tax - VLF	41170	0.00	179,366.00	167,000.00	107.40%
Prop Tax-Interest/Penalty	41180	0.00	796.99	800.00	99.62%
Sales Tax	42210	27,857.77	348,645.11	450,000.00	77.47%
Sales Tax - Add On (MS-1% of Local Sales Tax	42220	79,146.17	857,407.60	803,000.00	106.77%
Cannabis Tax	42222	10,937.91	93,787.94	120,000.00	78.15%
Transient Occupancy Tax	42230	7,474.48	149,084.83	190,000.00	78.46%
Property Transfer Tax	42250	0.00	0.00	5,000.00	0.00%
Sewer Impact	42290	0.00	20,766.32	15,000.00	138.44%
Business Licenses	42310	6,402.83	212,152.75	215,000.00	98.67%
Gas Franchises	42761	0.00	8,071.43	5,800.00	139.16%
Electric Franchises	42762	0.00	21,570.31	18,500.00	116.59%
Garbage Franchises	42763	0.00	98,002.87	100,000.00	98.00%
Cable Tv Franchises	42764	6,523.80	27,256.64	26,000.00	104.83%
Water Franchises	42765	0.00	22,865.47	23,000.00	99.41%
SB1186 Disability Access Fund	43311	130.00	1,728.72	1,000.00	172.87%
SB1473 Evironmental Assessment Fee	43312	15.00	69.86	100.00	69.86%
Building Permits	43320	7,918.88	43,368.37	40,000.00	108.42%
Cannabis Business Permit	43325	0.00	15,089.06	30,000.00	50.29%
Plan Check Fees	43330	7,855.29	21,349.37	17,000.00	125.58%
Street Opening Permits Fees	43340	250.00	3,250.00	5,000.00	65.00%
Plumbing Permits	43350	375.00	2,750.00	1,600.00	171.87%
Electrical Permits	43360	125.00	875.00	1,600.00	54.68%
Other Licenses/Permits	43390	0.00	394.50	1,000.00	39.45%
Fines & Forfeitures	45000	0.00	35.00	200.00	17.50%
Vehicle Code Fines	45510	0.00	0.00	5,000.00	0.00%
Parking and Admin Citations	45512	188.00	728.55	0.00	0.00%
Interest Earned	46100	0.00	6,246.85	10,000.00	62.46%
Rental Income - Garden Ctr	46815	3,000.00	33,000.00	36,000.00	91.66%
Rental Income - Airport RV	46816	2,900.00	31,900.00	35,000.00	91.14%
Rental Income - PW Bldg	46817	2,000.00	15,000.00	0.00	0.00%
HOPTR	47130	0.00	1,030.18	1,200.00	85.84%
Vehicle License Collection	47140	250.00	2,930.25	0.00	0.00%
COPS	47240	8,333.33	156,937.92	165,200.00	94.99%
AMBAG REAP Grant - Housing Element	47241	0.00	7,755.50	0.00	0.00%
HCD LEAP Grant - Housing Element	47242	0.00	15,523.75	0.00	0.00%
SB1383 Organics Recycling	47243	0.00	6,292.22	0.00	0.00%
Prop 172	47750	2,614.17	27,700.34	25,000.00	110.80%
Wellness Program	47760	0.00	7,500.00	7,500.00	100.00%
Police Grants Other Agencies	47780	0.00	0.00	5,000.00	0.00%
POST Reimbursements	47781	1,875.46	4,861.11	0.00	0.00%
Police Service Fees	48210	525.00	3,250.00	1,000.00	325.00%

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

**100 - General Fund**  
From 5/1/2023 Through 5/31/2023

		Current Period Actual	Current Year Actual	YTD Budget - Revised	Percent of Budget Collected/Used
Police Services-Special Events	48211	0.00	29,050.00	48,000.00	60.52%
Public Events	48212	0.00	0.00	5,000.00	0.00%
Use Permits	48805	1,240.00	28,830.00	20,000.00	144.15%
Maps/Publications	48810	0.00	0.00	100.00	0.00%
Property Inspections	48825	250.00	3,250.00	4,500.00	72.22%
Miscellaneous Revenue	48840	295.76	10,794.46	10,000.00	107.94%
Rental - Park	48910	900.00	4,950.00	3,100.00	159.67%
Miscellaneous Refunds	48930	138.48	6,268.24	0.00	0.00%
Total Non Department Specific		179,522.33	3,115,617.77	3,189,100.00	97.70%
Police	210				
Airport Police Services	48220	270,912.51	1,170,204.21	1,211,250.00	96.61%
Total Police		270,912.51	1,170,204.21	1,211,250.00	96.61%
Total Revenue		450,434.84	4,285,821.98	4,400,350.00	97.40%
<b>Expense</b>					
Council	110				
Council Member Stipend	61115	625.00	6,775.00	9,000.00	75.27%
Medicare	61130	9.06	98.21	200.00	49.10%
Social Security	61131	38.75	420.05	0.00	0.00%
Unemployment Ins-Fed & State	61132	3.75	63.15	0.00	0.00%
Dental Expense	61135	763.04	4,785.34	7,400.00	64.66%
Member/Dues/Contributions	64550	(178.06)	4,938.94	2,000.00	246.94%
Strategic Planning	64570	791.10	2,091.10	12,000.00	17.42%
Travel Expenses	64610	0.00	4,525.00	3,000.00	150.83%
Total Council		2,052.64	23,696.79	33,600.00	70.53%
City Clerk	111				
Payroll	61105	10,667.46	125,227.71	142,800.00	87.69%
Temp Payroll	61107	0.00	0.00	10,000.00	0.00%
Overtime	61110	687.92	6,594.33	20,000.00	32.97%
PERS UAL	61124	0.00	38,622.00	40,000.00	96.55%
PERS Retirement	61125	1,130.55	8,549.12	11,700.00	73.06%
Medicare	61130	162.83	1,866.01	2,100.00	88.85%
Unemployment Ins-Fed & State	61132	0.00	196.09	0.00	0.00%
Dental Expense	61135	381.52	2,097.78	3,400.00	61.69%
Health Insurance	61140	0.00	36,904.87	47,200.00	78.18%
Health Insurance -Retiree	61141	0.00	0.00	1,860.00	0.00%
Vision Ins	61145	16.51	261.27	500.00	52.25%
Workers Comp	61150	0.00	11,091.06	7,900.00	140.39%
Wellness Program	61155	0.00	1,155.15	1,100.00	105.01%
Materials/Supply	62410	687.76	10,080.10	16,300.00	61.84%
Office Supplies	62430	123.73	5,364.92	11,200.00	47.90%
Repair/Maintenance	63505	0.00	2,804.89	3,000.00	93.49%
Shredding Services	63509	309.83	309.83	0.00	0.00%
Telephone	63530	1,641.81	6,986.84	7,680.00	90.97%
Website Design & Maintenance	63535	758.77	1,106.16	3,800.00	29.10%
Postage / Shipping	63540	16.35	4,210.96	2,400.00	175.45%
Training	63605	195.00	912.95	5,000.00	18.25%
Insurance-Liability & Property	63620	0.00	13,266.06	14,900.00	89.03%
Contract Services - IT	63635	0.00	6,318.89	5,000.00	126.37%
HR Services-RGS	63652	0.00	51.30	31,500.00	0.16%
Organic Waste Regs Services	63654	0.00	25,614.00	12,000.00	213.45%
Agenda Management System	64315	0.00	0.00	4,920.00	0.00%
Document Management System	64316	0.00	0.00	1,500.00	0.00%

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

**100 - General Fund**  
From 5/1/2023 Through 5/31/2023

		Current Period Actual	Current Year Actual	YTD Budget - Revised	Percent of Budget Collected/Used
Municipal Code Service	64320	343.00	6,221.34	10,000.00	62.21%
Records Retention Services	64330	0.00	0.00	5,000.00	0.00%
Member/Dues/Contributions	64550	384.20	1,193.20	1,000.00	119.32%
Printing / Publications	64575	1,254.53	3,034.64	0.00	0.00%
Election Cost	64588	0.00	12,468.55	8,500.00	146.68%
Furniture, Equipment & Vehicles	66300	0.00	0.00	3,000.00	0.00%
<b>Total City Clerk</b>		<b>18,761.77</b>	<b>332,510.02</b>	<b>435,260.00</b>	<b>76.39%</b>
<b>City Manager</b>	<b>120</b>				
Payroll	61105	14,832.51	171,593.04	187,000.00	91.76%
PERS UAL	61124	0.00	893.00	900.00	99.22%
PERS Retirement	61125	1,547.19	10,805.44	13,100.00	82.48%
Medicare	61130	214.72	2,483.92	2,500.00	99.35%
Unemployment Ins-Fed & State	61132	0.00	77.04	0.00	0.00%
Dental Expense	61135	386.58	2,126.19	1,700.00	125.07%
Health Insurance	61140	0.00	32,090.93	23,600.00	135.97%
Vision Ins	61145	0.00	296.00	200.00	148.00%
Workers Comp	61150	0.00	11,190.68	9,700.00	115.36%
Wellness Program	61155	0.00	0.00	500.00	0.00%
Admin Leave	61175	0.00	0.00	7,000.00	0.00%
Auto Allowance	61180	415.38	4,776.87	5,400.00	88.46%
Office Supplies	62430	12.01	137.63	1,530.00	8.99%
Insurance-Liability & Property	63620	0.00	14,326.55	18,200.00	78.71%
Member/Dues/Contributions	64550	960.00	2,119.00	3,500.00	60.54%
Books and Periodicals	64565	0.00	0.00	300.00	0.00%
Travel Expenses	64610	0.00	387.42	8,000.00	4.84%
Contingency	66905	0.00	5,000.00	8,830.00	56.62%
<b>Total City Manager</b>		<b>18,368.39</b>	<b>258,303.71</b>	<b>291,960.00</b>	<b>88.47%</b>
<b>Audit/Treasurer</b>	<b>130</b>				
Dental Expense	61135	0.00	20.00	0.00	0.00%
ADP Payroll Fees	62310	400.00	1,400.23	7,100.00	19.72%
Bank Service Charges	62320	0.00	5,052.59	1,000.00	505.25%
Accounting Software	62431	0.00	3,880.73	3,600.00	107.79%
Annual Audit	63625	0.00	11,812.26	31,000.00	38.10%
Actuarial Services	63627	0.00	0.00	4,500.00	0.00%
Accounting Services-RGS	63645	37,765.09	164,890.14	180,000.00	91.60%
<b>Total Audit/Treasurer</b>		<b>38,165.09</b>	<b>187,055.95</b>	<b>227,200.00</b>	<b>82.33%</b>
<b>Legal</b>	<b>150</b>				
Legal Services	63650	29,137.80	116,562.05	200,000.00	58.28%
Legal Advert	64560	1,588.13	2,265.38	1,500.00	151.02%
<b>Total Legal</b>		<b>30,725.93</b>	<b>118,827.43</b>	<b>201,500.00</b>	<b>58.97%</b>
<b>Planning &amp; Building Regulation</b>	<b>160</b>				
Economic Development Services	63639	0.00	7,655.50	30,000.00	25.51%
Planning Services	63640	11,533.00	63,120.51	40,000.00	157.80%
Contract Services - Housing Element	63642	4,993.00	13,958.41	0.00	0.00%
Building Inspections Services	63648	1,809.23	36,879.44	30,240.00	121.95%
Engineering Services	63649	0.00	0.00	5,000.00	0.00%
Travel Expenses	64610	0.00	0.00	3,000.00	0.00%
<b>Total Planning &amp; Building Regulation</b>		<b>18,335.23</b>	<b>121,613.86</b>	<b>108,240.00</b>	<b>112.36%</b>
<b>Government Buildings</b>	<b>180</b>				

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

**100 - General Fund**  
From 5/1/2023 Through 5/31/2023

		Current Period Actual	Current Year Actual	YTD Budget - Revised	Percent of Budget Collected/Used
Repair/Maintenance	63505	272.00	7,219.60	20,000.00	36.09%
Janitorial Services	63660	250.00	2,400.00	2,100.00	114.28%
<b>Total Government Buildings</b>		<b>522.00</b>	<b>9,619.60</b>	<b>22,100.00</b>	<b>43.53%</b>
<b>Non-Departmental</b>	<b>190</b>				
Materials/Supply	62410	115.82	1,925.94	6,120.00	31.46%
Telephone	63530	0.00	67.00	1,120.00	5.98%
Insurance-Liability & Property	63620	0.00	12,066.49	12,100.00	99.72%
Member/Dues/Contributions	64550	5.61	11,630.85	13,000.00	89.46%
Misc Expenses	64580	313.82	313.82	1,000.00	31.38%
S.M.I.P.	64930	0.00	140.06	200.00	70.03%
Sb 1473	64940	0.00	49.40	100.00	49.40%
<b>Total Non-Departmental</b>		<b>435.25</b>	<b>26,193.56</b>	<b>33,640.00</b>	<b>77.86%</b>
<b>Police</b>	<b>210</b>				
Payroll	61105	68,291.32	879,626.55	1,026,100.00	85.72%
Overtime	61110	14,477.62	139,366.30	170,000.00	81.98%
Reserves Payroll	61120	7,725.00	76,140.00	77,000.00	98.88%
PERS UAL - After 06/30/18	61123	0.00	0.00	6,100.00	0.00%
PERS UAL	61124	0.00	105,353.00	105,400.00	99.95%
PERS Retirement	61125	12,795.78	95,862.12	127,500.00	75.18%
PERS 457 Expense	61126	3,600.00	28,500.00	36,000.00	79.16%
Medicare	61130	1,306.69	15,882.58	14,900.00	106.59%
Social Security	61131	170.19	4,005.98	0.00	0.00%
Unemployment Ins-Fed & State	61132	21.33	10,464.63	0.00	0.00%
Dental Expense	61135	2,481.98	13,471.47	19,400.00	69.44%
Health Insurance	61140	0.00	214,880.19	241,900.00	88.83%
Health Insurance -Retiree	61141	0.00	1,587.00	1,800.00	88.16%
Vision Ins	61145	228.25	2,212.51	2,900.00	76.29%
Workers Comp	61150	0.00	166,139.33	212,800.00	78.07%
Wellness Program	61155	0.00	2,439.39	5,300.00	46.02%
Uniform Allowance	61160	0.00	4,250.00	10,000.00	42.50%
Materials/Supply	62410	721.01	35,615.30	45,000.00	79.14%
Ammunition	62420	0.00	4,931.43	5,000.00	98.62%
Office Supplies	62430	769.47	3,891.74	3,000.00	129.72%
PD Safety Equip Lease - Principal	62460	0.00	8,039.00	24,300.00	33.08%
PD Safety Equip Lease - Interest	62461	0.00	674.40	1,000.00	67.44%
Auto Ops - Supplies / Equip	62710	0.00	1,371.07	2,500.00	54.84%
Auto Ops - Fuel	62720	2,647.42	27,642.72	30,000.00	92.14%
Repair/Maintenance	63505	131.01	10,353.76	14,000.00	73.95%
Shredding Services	63509	309.82	309.82	0.00	0.00%
Telephone	63530	2,532.35	20,983.42	14,000.00	149.88%
Internet	63531	0.00	867.64	2,500.00	34.70%
Annual Maintenance-Records Management Software	63537	0.00	6,013.90	3,400.00	176.87%
Annual Maintenance	63538	0.00	3,276.00	3,400.00	96.35%
Postage / Shipping	63540	0.00	378.22	500.00	75.64%
Training	63605	725.95	10,451.30	15,000.00	69.67%
Insurance-Liability & Property	63620	0.00	120,653.35	111,800.00	107.91%
Annual Audit	63625	0.00	0.00	4,500.00	0.00%
Contract Services - IT	63635	0.00	6,550.00	6,000.00	109.16%
HR Services-RGS	63652	0.00	0.00	3,000.00	0.00%
Janitorial Services	63660	250.00	2,400.00	2,000.00	120.00%

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

**100 - General Fund**  
From 5/1/2023 Through 5/31/2023

		Current Period Actual	Current Year Actual	YTD Budget - Revised	Percent of Budget Collected/Used
911-Radio Dispatch	63665	0.00	73,530.00	73,300.00	100.31%
Auto Repair/Maintenance	63730	1,206.34	13,376.39	14,000.00	95.54%
Animal Regulation Fire	63820	0.00	0.00	500.00	0.00%
Fund Jail & Prisoner	63830	28.19	28.19	200.00	14.09%
ACJIS System	63840	0.00	7,317.76	9,000.00	81.30%
Software/Server Subscription	64310	0.00	7,594.15	0.00	0.00%
Computer Server	64318	0.00	3,454.64	0.00	0.00%
Personnel Recruit & Pre-Employment	64545	0.00	1,821.00	3,000.00	60.70%
Member/Dues/Contributions	64550	246.94	4,727.09	4,000.00	118.17%
Books and Periodicals	64565	0.00	631.35	900.00	70.15%
Printing / Publications	64575	1,097.71	2,655.31	0.00	0.00%
Travel Expenses	64610	0.00	14,207.18	13,000.00	109.28%
Equipment	66302	0.00	51,184.81	0.00	0.00%
<b>Total Police</b>		<u>121,764.37</u>	<u>2,205,111.99</u>	<u>2,465,900.00</u>	<u>89.42%</u>
Fire/Animal Control	220				
Fire Seaside	63810	0.00	164,326.50	219,100.00	75.00%
<b>Total Fire/Animal Control</b>		<u>0.00</u>	<u>164,326.50</u>	<u>219,100.00</u>	<u>75.00%</u>
Public Works/Streets	311				
Payroll	61105	6,147.71	73,741.55	79,700.00	92.52%
Overtime	61110	0.00	0.00	3,000.00	0.00%
PERS UAL	61124	0.00	893.00	1,000.00	89.30%
PERS Retirement	61125	686.10	4,985.66	6,000.00	83.09%
Medicare	61130	88.78	1,064.95	1,200.00	88.74%
Unemployment Ins-Fed & State	61132	0.00	77.04	0.00	0.00%
Dental Expense	61135	253.96	1,396.78	1,700.00	82.16%
Health Insurance	61140	0.00	24,685.32	23,600.00	104.59%
Vision Ins	61145	16.51	181.61	300.00	60.53%
Workers Comp	61150	0.00	4,577.94	4,400.00	104.04%
Wellness Program	61155	0.00	614.31	500.00	122.86%
Materials/Supply	62410	643.89	11,486.16	16,500.00	69.61%
Office Supplies	62430	15.78	515.29	1,530.00	33.67%
Auto Ops - Supplies / Equip	62710	0.00	1,813.22	2,500.00	72.52%
Auto Ops - Fuel	62720	429.21	6,026.00	5,000.00	120.52%
Repair/Maintenance	63505	1,400.00	39,994.32	41,000.00	97.54%
Gabilan Crew	63515	0.00	0.00	5,000.00	0.00%
Utilities - PG&E	63520	1,308.08	14,117.16	12,000.00	117.64%
Utilities - Water	63525	368.79	3,624.94	3,200.00	113.27%
Training	63605	0.00	0.00	5,000.00	0.00%
Insurance-Liability & Property	63620	0.00	9,999.33	5,500.00	181.80%
Auto Repair/Maintenance	63730	0.00	2,724.12	8,300.00	32.82%
Printing / Publications	64575	784.08	1,896.65	0.00	0.00%
Storm Water Project - Phase 4	64920	0.00	21,037.00	23,000.00	91.46%
Storage Shed	66210	0.00	7,074.74	0.00	0.00%
Contingency	66905	0.00	0.00	8,820.00	0.00%
<b>Total Public Works/Streets</b>		<u>12,142.89</u>	<u>232,527.09</u>	<u>258,750.00</u>	<u>89.87%</u>
Parks/Recreation	411				
Materials/Supply	62410	1,833.38	5,208.72	16,500.00	31.56%
Repair/Maintenance	63505	4,325.00	29,108.05	25,000.00	116.43%
Utilities - Water	63525	246.18	3,004.06	2,000.00	150.20%
Travel Expenses	64610	0.00	0.00	1,000.00	0.00%
Storage Shed	66210	0.00	7,074.74	0.00	0.00%
<b>Total Parks/Recreation</b>		<u>6,404.56</u>	<u>44,395.57</u>	<u>44,500.00</u>	<u>99.77%</u>

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

100 - General Fund  
From 5/1/2023 Through 5/31/2023

	<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>YTD Budget - Revised</u>	<u>Percent of Budget Collected/Used</u>
Total Expense	<u>267,678.12</u>	<u>3,724,182.07</u>	<u>4,341,750.00</u>	<u>85.78%</u>
Excess(Deficit) of Revenue Over Expenditures	182,756.72	561,639.91	58,600.00	958.42%

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

**210 - Gas Tax Fund**  
From 5/1/2023 Through 5/31/2023

		<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>YTD Budget - Revised</u>	<u>Percent of Budget Collected/Used</u>
Revenue					
Non Department Specific	000				
Gas Tax 2103	47010	675.64	11,378.14	15,000.00	75.85%
Gas Tax 2105	47020	565.49	8,116.61	10,400.00	78.04%
Gas Tax 2106	47030	633.90	8,921.74	9,100.00	98.04%
Gas Tax 2107	47040	782.13	10,009.66	14,200.00	70.49%
Gas Tax 2107.5	47050	0.00	1,000.00	1,000.00	100.00%
Total Non Department Specific		<u>2,657.16</u>	<u>39,426.15</u>	<u>49,700.00</u>	<u>79.33%</u>
Total Revenue		<u>2,657.16</u>	<u>39,426.15</u>	<u>49,700.00</u>	<u>79.33%</u>
Expense					
Public Works/Streets	311				
Street Sweeping	63510	0.00	6,203.88	10,000.00	62.03%
Street Lighting	63910	838.30	10,181.34	15,000.00	67.87%
Total Public Works/Streets		<u>838.30</u>	<u>16,385.22</u>	<u>25,000.00</u>	<u>65.54%</u>
Total Expense		<u>838.30</u>	<u>16,385.22</u>	<u>25,000.00</u>	<u>65.54%</u>
Excess(Deficit) of Revenue Over Expenditures		1,818.86	23,040.93	24,700.00	93.28%

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

**211 - SB1 Fund**  
 From 5/1/2023 Through 5/31/2023

		Current Period Actual	Current Year Actual	YTD Budget - Revised	Percent of Budget Collected/Used
Revenue					
Non Department Specific	000				
SB 1 Funds	47777	2,583.83	31,319.43	36,900.00	84.87%
MBASIA Contribution	48970	0.00	0.00	10,000.00	0.00%
Total Non Department Specific		<u>2,583.83</u>	<u>31,319.43</u>	<u>46,900.00</u>	<u>66.78%</u>
Total Revenue		<u>2,583.83</u>	<u>31,319.43</u>	<u>46,900.00</u>	<u>66.78%</u>
Excess(Deficit) of Revenue Over Expenditures		2,583.83	31,319.43	46,900.00	66.77%

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

**212 - Measure X Fund**  
From 5/1/2023 Through 5/31/2023

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

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

**221 - FORA Habitat Management Fund**

From 5/1/2023 Through 5/31/2023

		<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>YTD Budget - Revised</u>	<u>Percent of Budget Collected/Used</u>
Expense					
Planning & Building Regulation	160				
Contract Services - Habitat Management Plan	63646	387.00	3,391.00	41,667.00	8.13%
Total Planning & Building Regulation		<u>387.00</u>	<u>3,391.00</u>	<u>41,667.00</u>	<u>8.14%</u>
Total Expense		<u>387.00</u>	<u>3,391.00</u>	<u>41,667.00</u>	<u>8.14%</u>
Excess(Deficit) of Revenue Over Expenditures		(387.00)	(3,391.00)	(41,667.00)	8.13%

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

**223 - ARPA Fund**  
From 5/1/2023 Through 5/31/2023

		<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>YTD Budget - Revised</u>	<u>Percent of Budget Collected/Used</u>
<b>Revenue</b>					
Non Department Specific	000				
ARPA Grant	47521	0.00	197,836.00	197,870.00	99.98%
Total Non Department Specific		0.00	197,836.00	197,870.00	99.98%
Total Revenue		<u>0.00</u>	<u>197,836.00</u>	<u>197,870.00</u>	<u>99.98%</u>
<b>Expense</b>					
City Clerk	111				
Agenda Management System	64315	0.00	8,070.00	13,000.00	62.07%
Document Management System	64316	0.00	0.00	9,000.00	0.00%
Council Chamber Technology	64317	0.00	626.09	6,462.63	9.68%
Computer Server	64318	0.00	9,988.72	12,000.00	83.23%
Total City Clerk		0.00	18,684.81	40,462.63	46.18%
Police	210				
Mobile Data Terminals	66305	0.00	12,217.49	18,215.66	67.07%
Portable Radios	66306	57,931.66	57,931.66	62,800.00	92.24%
Total Police		57,931.66	70,149.15	81,015.66	86.59%
Park Parking Lot	528				
Parking Lot Improvements	66425	0.00	84,556.27	60,500.00	139.76%
Total Park Parking Lot		0.00	84,556.27	60,500.00	139.76%
Total Expense		<u>57,931.66</u>	<u>173,390.23</u>	<u>181,978.29</u>	<u>95.28%</u>
Excess(Deficit) of Revenue Over Expenditures		(57,931.66)	24,445.77	15,891.71	153.82%

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

**231 - BSCC-Officer Wellness & Mental Health Grant**

From 5/1/2023 Through 5/31/2023

		<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>YTD Budget - Revised</u>	<u>Percent of Budget Collected</u>
Revenue					
Police	210				
Officer Wellness & Mental Health Grant	47761	0.00	15,000.00	0.00	0.00%
Total Police		<u>0.00</u>	<u>15,000.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Revenue		<u>0.00</u>	<u>15,000.00</u>	<u>0.00</u>	<u>0.00%</u>
Excess(Deficit) of Revenue Over Expenditures		0.00	15,000.00	0.00	0.00%

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

301 - Capital Projects  
 From 5/1/2023 Through 5/31/2023

		Current Period Actual	Current Year Actual	YTD Budget - Revised	Percent of Budget Used
Expense					
Safeway Parking Improvements (Sinkhole)	534				
Parking Lot Improvements	66425	0.00	5,385.01	0.00	0.00%
Total Safeway Parking Improvements (Sinkhole)		0.00	5,385.01	0.00	0.00%
Total Expense		0.00	5,385.01	0.00	0.00%
Excess(Deficit) of Revenue Over Expenditures		0.00	(5,385.01)	0.00	0.00%

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

**311 - Prop 68 Grant Fund**  
 From 5/1/2023 Through 5/31/2023

		Current Period Actual	Current Year Actual	YTD Budget - Revised	Percent of Budget Collected/Used
Revenue					
Non Department Specific	000				
Prop 68 Grant	47751	177,952.00	177,952.00	177,952.00	100.00%
Donations	48844	0.00	0.00	30,000.00	0.00%
Total Non Department Specific		<u>177,952.00</u>	<u>177,952.00</u>	<u>207,952.00</u>	<u>85.57%</u>
Total Revenue		<u><u>177,952.00</u></u>	<u><u>177,952.00</u></u>	<u><u>207,952.00</u></u>	<u><u>85.57%</u></u>
Expense					
Park Parking Lot/Accessibility Project	531				
Park Improvements	66420	0.00	24,049.72	68,582.34	35.06%
Total Park Parking Lot/Accessibility Project		<u>0.00</u>	<u>24,049.72</u>	<u>68,582.34</u>	<u>35.07%</u>
Total Expense		<u><u>0.00</u></u>	<u><u>24,049.72</u></u>	<u><u>68,582.34</u></u>	<u><u>35.07%</u></u>
Excess(Deficit) of Revenue Over Expenditures		177,952.00	153,902.28	139,369.66	110.42%

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

321 - SBR Engineering Fund  
 From 5/1/2023 Through 5/31/2023

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



**FIRE DEPARTMENT**

1635 Broadway Avenue  
Seaside, CA 93955

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

June 6, 2023

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

Dear Mr. Guertin:

Enclosed is a copy of the response reports for the Seaside Fire Department response to Del Rey Oaks for the period of May 1, 2023 through May 31, 2023.

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

Incident #

- |                 |                 |
|-----------------|-----------------|
| 230503-SEA01165 | 230528-SEA01391 |
| 230503-SEA01174 | 230529-SEA01405 |
| 230507-SEA01203 | 230530-SEA01417 |
| 230511-SEA01239 | 230531-SEA01419 |
| 230519-SEA01314 | 230531-SEA01425 |

There are Ten (10) 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
5/3/2023	230503-SEA01165	8:25:21 AM	8:32:25 AM	7.07	522	29	Portola	Non-Emergent
5/3/2023	230503-SEA01174	9:03:39 PM	9:10:21 PM	6.12	321	29	Quendale	Emergent
5/7/2023	230507-SEA01203	5:27:05 AM	5:36:16 AM	8.65	522	29	Rosita	Non-Emergent
5/11/2023	230511-SEA01239	8:19:42 AM	8:26:48 AM	6.53	321	29	Rosita	Emergent
5/19/2023	230519-SEA01314	11:49:47 PM	11:56:10 PM	5.57	321	29	Canyon Del Rey	Emergent
5/28/2023	230528-SEA01391	6:12:35 PM	6:19:41 PM	5.42	6111	29	Setter	Emergent
5/29/2023	230529-SEA01405	2:16:21 PM	2:24:09 PM	7.13	321	29	Paloma	Emergent
5/30/2023	230530-SEA01417	5:54:16 PM	5:59:50 PM	5.57	321	29	Los Encinos	Emergent
5/31/2023	230531-SEA01419	7:06:52 AM	7:14:30 AM	7.63	321	29	Los Encinos	Emergent
5/31/2023	230531-SEA01425	5:38:58 PM	5:54:05 PM	14.47	321	29	Los Encinos	Emergent

Total Calls 10

LEGEND CODE:	INCIDENT TYPE:
100-173	FIRE
200-251	OVERPRESSURE
300-381	MEDICAL RESPONSE
400-482	HAZARDOUS CONDITION
500-571	SERVICE CALL
600-872	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 2023

### Chris Bourquin - Chief

Case #	Date	Offense Code 1	Offense Code Description	DRO	MPAD	OJ	Residential	Commercial
23-137	05/03/2023	Found Property	Firearm turned in			X	X	
23-138	05/04/2023	ACI	Traffic Collison	X			X	
23-139	05/06/2023	Surrendered Property	Ammo recovered		X			X
23-140	05/08/2023	261(A)(1) PC	Rape	X			X	
23-141	05/09/2023	Information Only	Information			X		
23-142	05/11/2023	Strike Violation	Strike Violation		X			X
23-143	05/13/2023	Found Property	Found Lab-top		X			X
23-144	05/13/2023	Information Only	Medical		X			X
23-145	05/16/2023	Information Only	Information		X			X
23-146	05/16/2023	484(A) PC	Shop Lifting	X				X
23-147	05/18/2023	484(A) PC	Shop Lifting	X				X
23-148	05/19/2023	Lost Property	Lost SIDA badge		X			X
23-149	05/19/2023	Information Only	Information	X				X
23-150	05/20/2023	Information Only	Information	X			X	
23-151	05/22/2023	Information Only	Information	X			X	
23-152	05/22/2023	Information Only	Information	X				X
23-153	05/23/2023	Found Property	Lost Cell phone	X			X	
23-154	05/25/2023	Animal	Lost Animal	X				X
23-155	05/25/2023	Surrendered Property	Ammo	X				X
23-156	05/26/2023	Void	Void					
23-157	05/26/2023	Susp Circ	Information	X			X	
23-158	05/26/2023	Information Only	Medical		X			X
23-159	05/28/2023	Information Only	Alert 2		X			X
23-160	05/28/2023	Information Only	Information	X			X	
23-161	05/30/2023	Information Only	Information	X			X	
23-162	05/31/2023	Outside Warrant/M	Arrest			X		
23-163	05/31/2023	487(A) PC	Grand Theft		X			X
27 CASES								

Calls for Service	
Month	YTD
325	1499

Case Reports	
Month	YTD
26	162

Alarms					
Residential		Commercial		MPAD	
Mo.	YTD	Mo.	YTD	Mo.	YTD
1	8	2	17	5	35

Citations					
Moving		Parking		Warning	
Mo.	YTD	Mo.	YTD	Mo.	YTD
4	60	30	96	12	104



# Group A Offense Report

Printed On: 06/09/2023

Beginning Date: 05/01/2023

Ending Date: 05/31/2023

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Item 3.

Agency: All

Offense	Reported in 2023	Reported in 2022	Percent Change	Offenses Cleared	Percent Cleared	Percent Of Category	Rate Per 100,000*
Murder	0	0	NA	0	0.00%	0.00%	NA
Negligent Manslaughter	0	0	NA	0	0.00%	0.00%	NA
Justifiable Homicide	0	0	NA	0	0.00%	0.00%	NA
Non-consensual Sex Offenses:							
Rape	1	0	NA	0	0.00%	100.00%	NA
Sodomy	0	0	NA	0	0.00%	0.00%	NA
Sexual Assault with Object	0	0	NA	0	0.00%	0.00%	NA
Fondling	0	0	NA	0	0.00%	0.00%	NA
Aggravated Assault	0	2	-100.00%	0	0.00%	0.00%	NA
Simple Assault	0	1	-100.00%	0	0.00%	0.00%	NA
Intimidation	0	0	NA	0	0.00%	0.00%	NA
Kidnapping/Abduction	0	0	NA	0	0.00%	0.00%	NA
Consensual Sex Offenses:							
Incest	0	0	NA	0	0.00%	0.00%	NA
Statutory Rape	0	0	NA	0	0.00%	0.00%	NA
Human Trafficking, Commercial Sex Acts	0	0	NA	0	0.00%	0.00%	NA
Human Trafficking, Involuntary Servitude	0	0	NA	0	0.00%	0.00%	NA
<b>Crimes Against Persons Total</b>	<b>1</b>	<b>3</b>	<b>-66.67%</b>	<b>0</b>	<b>0.00%</b>	<b>33.33%</b>	<b>NA</b>
Robbery	0	0	NA	0	0.00%	0.00%	NA
Burglary/Breaking & Entering	0	0	NA	0	0.00%	0.00%	NA
Larceny/Theft Offenses	2	9	-77.78%	0	0.00%	100.00%	NA
Motor Vehicle Theft	0	1	-100.00%	0	0.00%	0.00%	NA
Arson	0	0	NA	0	0.00%	0.00%	NA
Destruction Of Property	0	1	-100.00%	0	0.00%	0.00%	NA
Counterfeiting/Forgery	0	0	NA	0	0.00%	0.00%	NA
Fraud Offense	0	2	-100.00%	0	0.00%	0.00%	NA
Embezzlement	0	0	NA	0	0.00%	0.00%	NA
Extortion/Blackmail	0	0	NA	0	0.00%	0.00%	NA
Bribery	0	0	NA	0	0.00%	0.00%	NA
Stolen Property Offenses	0	0	NA	0	0.00%	0.00%	NA
<b>Crimes Against Property Total</b>	<b>2</b>	<b>13</b>	<b>-84.62%</b>	<b>0</b>	<b>0.00%</b>	<b>66.67%</b>	<b>NA</b>
Drug/Narcotic Violations	0	0	NA	0	0.00%	0.00%	NA
Drug Equipment Violations	0	1	-100.00%	0	0.00%	0.00%	NA
Gambling Offenses	0	0	NA	0	0.00%	0.00%	NA
Pornography/Obscene Material	0	0	NA	0	0.00%	0.00%	NA
Prostitution	0	0	NA	0	0.00%	0.00%	NA
Weapons Law Violation	0	0	NA	0	0.00%	0.00%	NA
Animal Cruelty	0	0	NA	0	0.00%	0.00%	NA
<b>Crimes Against Society Total</b>	<b>0</b>	<b>1</b>	<b>-100%</b>	<b>0</b>	<b>0.00%</b>	<b>0.00%</b>	<b>NA</b>
<b>Total Group "A" Offenses</b>	<b>3</b>	<b>17</b>	<b>-82.35%</b>	<b>0</b>	<b>0.00%</b>	<b>100%</b>	<b>NA</b>

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



# Group A Offense Report

Printed On: 06/09/2023

Page 1 of 1

Item 3.

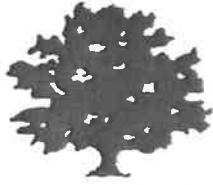
Beginning Date: 01/01/2023

Ending Date: 05/31/2023

Agency: All

Offense	Reported in 2023	Reported in 2022	Percent Change	Offenses Cleared	Percent Cleared	Percent Of Category	Rate Per 100,000*
Murder	0	0	NA	0	0.00%	0.00%	NA
Negligent Manslaughter	0	0	NA	0	0.00%	0.00%	NA
Justifiable Homicide	0	0	NA	0	0.00%	0.00%	NA
Non-consensual Sex Offenses:							
Rape	1	0	NA	0	0.00%	16.67%	NA
Sodomy	0	0	NA	0	0.00%	0.00%	NA
Sexual Assault with Object	0	0	NA	0	0.00%	0.00%	NA
Fondling	0	0	NA	0	0.00%	0.00%	NA
Aggravated Assault	2	4	-50.00%	0	0.00%	33.33%	NA
Simple Assault	1	2	-50.00%	0	0.00%	16.67%	NA
Intimidation	2	0	NA	1	50.00%	33.33%	NA
Kidnapping/Abduction	0	0	NA	0	0.00%	0.00%	NA
Consensual Sex Offenses:							
Incest	0	0	NA	0	0.00%	0.00%	NA
Statutory Rape	0	0	NA	0	0.00%	0.00%	NA
Human Trafficking, Commercial Sex Acts	0	0	NA	0	0.00%	0.00%	NA
Human Trafficking, Involuntary Servitude	0	0	NA	0	0.00%	0.00%	NA
<b>Crimes Against Persons Total</b>	<b>6</b>	<b>6</b>	<b>0%</b>	<b>1</b>	<b>16.67%</b>	<b>12%</b>	<b>NA</b>
Robbery	0	0	NA	0	0.00%	0.00%	NA
Burglary/Breaking & Entering	0	1	-100.00%	0	0.00%	0.00%	NA
Larceny/Theft Offenses	24	37	-35.14%	6	25.00%	70.59%	NA
Motor Vehicle Theft	0	1	-100.00%	0	0.00%	0.00%	NA
Arson	0	0	NA	0	0.00%	0.00%	NA
Destruction Of Property	3	6	-50.00%	0	0.00%	8.82%	NA
Counterfeiting/Forgery	0	2	-100.00%	0	0.00%	0.00%	NA
Fraud Offense	6	7	-14.29%	0	0.00%	17.65%	NA
Embezzlement	0	0	NA	0	0.00%	0.00%	NA
Extortion/Blackmail	0	0	NA	0	0.00%	0.00%	NA
Bribery	0	0	NA	0	0.00%	0.00%	NA
Stolen Property Offenses	1	1	0.00%	1	100.00%	2.94%	NA
<b>Crimes Against Property Total</b>	<b>34</b>	<b>55</b>	<b>-38.18%</b>	<b>7</b>	<b>20.59%</b>	<b>68%</b>	<b>NA</b>
Drug/Narcotic Violations	4	2	100.00%	3	75.00%	40.00%	NA
Drug Equipment Violations	3	2	50.00%	3	100.00%	30.00%	NA
Gambling Offenses	0	0	NA	0	0.00%	0.00%	NA
Pornography/Obscene Material	1	0	NA	1	100.00%	10.00%	NA
Prostitution	0	0	NA	0	0.00%	0.00%	NA
Weapons Law Violation	1	3	-66.67%	0	0.00%	10.00%	NA
Animal Cruelty	1	0	NA	0	0.00%	10.00%	NA
<b>Crimes Against Society Total</b>	<b>10</b>	<b>7</b>	<b>42.86%</b>	<b>7</b>	<b>70%</b>	<b>20%</b>	<b>NA</b>
<b>Total Group "A" Offenses</b>	<b>50</b>	<b>68</b>	<b>-26.47%</b>	<b>15</b>	<b>30%</b>	<b>100%</b>	<b>NA</b>

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

**DATE:** June 27, 2023

**TO:** Honorable Mayor and City Council

**FROM:** John Guertin, City Manager

**SUBJECT:** Authorize the Mayor to Sign a Letter on Behalf of the City Council Supporting the Application by the Transportation Agency for Monterey County to the United States Department of Transportation (USDOT) Safe Streets 4 All Discretionary Grant Opportunity for Fiscal Year 2023 for the Monterey County Regional Vision Zero Action Plan.

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

## Recommended Action

That the City Council authorize the Mayor to sign a letter on behalf of the City Council supporting the application by the Transportation Agency for Monterey County (TAMC) to the United States Department of Transportation (USDOT) Safe Streets for All Discretionary Grant Opportunity for Fiscal Year 2023 for the Monterey County Regional Vision Zero Action Plan.

## Discussion

When the US Legislature adopted HR 3684, the Infrastructure Investment and Jobs Act of 2021 (IIJA), also known as the Bipartisan Infrastructure Law (BIL), it established the new Safe Streets and Roads 4 All (SS4A), a discretionary program with \$5 billion in appropriated funds over 5 years. The SS4A program funds local initiatives through grants to prevent roadway deaths and serious injuries. The Transportation Agency for Monterey County (TAMC) is applying for the second grant funding cycle for the Action Planning Grant Program.

The SS4A Action Planning Grant will support TAMC's development of a regional Vision Zero Action Plan for Monterey County. The Vision Zero Action Plan would result in a coordinated effort among member agencies and stakeholders to eliminate traffic-related serious injuries and fatalities through a Safe Systems Approach. This project supports the U.S. Department of Transportation's National Roadway Safety Strategy, focusing on zero roadway deaths.

Staff recommends that the City of Del Rey Oaks support TAMC's application for a Monterey County Regional Vision Zero Action Plan to strategically plan and develop improvements to make safe, accessible, and equitable roadways where all users feel comfortable.

The creation and adoption of a Vision Zero Action Plan will provide future grant funding opportunities from the SS4A Implementation Planning Grant Program and future cycles of the Highway Safety Improvement Program (HSIP) for TAMC and potentially improve grant program competitiveness for all member agencies and stakeholders including the City of Del Rey Oaks.

This letter would be signed by the Mayor on behalf of the City Council and addressed to the US Secretary of Transportation, Pete Buttigieg.

**Fiscal Impacts**

There are no fiscal implications related to authorizing the Mayor to sign this Letter of Support.

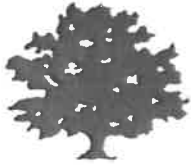
**Attachments**

- Draft Letter of Support

Respectfully Submitted,

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John Guertin  
City Manager



# CITY OF DEL REY OAKS

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

June 27, 2023

The Honorable Pete Buttigieg  
 Secretary of the United States Department of Transportation  
 1200 New Jersey Avenue, SE  
 Washington, DC 20590

**SUBJECT: Monterey County Regional Vision Zero Action Plan - SUPPORT**

Dear Secretary Buttigieg:

The City of Del Rey Oaks supports the application of the Transportation Agency for Monterey County to the United States Department of Transportation (USDOT) Safe Streets for All Discretionary Grant Opportunity for Fiscal Year 2023 for the Monterey County Regional Vision Zero Action Plan.

The Transportation Agency for Monterey County is seeking \$800,000 in Safe Streets for All planning funding which will fund the Monterey County Regional Vision Zero Action Plan. The Project, located in Monterey County, will lead a coordinated effort among member agencies and stakeholders to eliminate traffic-related serious injuries and fatalities through a Safe Systems Approach. This project supports the U.S. Department of Transportation's National Roadway Safety Strategy focusing on zero roadway deaths.

The City of Del Rey Oaks supports TAMC's application for a Monterey County Regional Vision Zero Action Plan because it is committed to safe, accessible, and equitable roadways where all users feel comfortable. We support a coordinated effort because our residents travel across the county for work and recreation and only together can we accomplish safe streets throughout Monterey County.

The City of Del Rey Oaks would like to thank USDOT for its consideration of this Project.

Sincerely,

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Mayor Scott Donaldson  
 City of Del Rey Oaks

CC: Todd Muck, Executive Director, Transportation Agency for Monterey County

**A RESOLUTION OF CITY COUNCIL OF THE CITY OF DEL REY OAKS  
AUTHORIZING INVESTMENT OF MONIES IN THE  
LOCAL AGENCY INVESTMENT FUND**

**WHEREAS**, The Local Agency Investment Fund is established in the State Treasury under Government Code section 16429.1 et. seq. for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

**WHEREAS**, the City of Del Rey Oaks City Council hereby finds that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein is in the best interests of the City of Del Rey Oaks.

**NOW THEREFORE, BE IT RESOLVED**, that the City of Del Rey Oaks City Council hereby authorizes the deposit and withdrawal of the City of Del Rey Oaks monies in the Local Agency Investment Fund in the State Treasury in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein.

**BE IT FURTHER RESOLVED**, as follows:

Section 1. The following City of Del Rey Oaks officers holding the title specified hereinbelow or their successors in office are each hereby authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund and may execute and deliver any and all documents necessary or advisable in order to effectuate the purposes of this resolution and the transactions contemplated hereby:

**Scott Donaldson, Mayor**

Section 2. This resolution shall remain in full force and effect until such time as it is rescinded by City Council by resolution, and a copy of said resolution is filed with the State Treasurer’s Office.

**ADOPTED** by the City Council of Del Rey Oaks, Monterey County of State of California on June 27, 2023

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

\_\_\_\_\_  
Scott Donaldson, Mayor

ATTEST:

\_\_\_\_\_  
John Guertin, City Manager



## Staff Report

**DATE:** June 27<sup>th</sup>, 2023

**TO:** Honorable Mayor and Members of City Council

**FROM:** Chris Bourquin, Chief of Police

**SUBJECT:** Consider contracting with Veritone for the use of its Contact Application in stop data entry and reporting.

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

### Recommendation

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

### Background:

The California Legislature passed Assembly Bill (AB) 953, *the Racial and Identify Profiling Act of 2015*, which requires all city and county local law enforcement agencies in California, as well as the California Highway Patrol and peace officers of California state and university educational institutions, to collect perceived demographic and other detailed data regarding pedestrian and traffic stops. The implementation of this program was done in phases and Del Rey Oaks began submitting stop data to the Department of Justice in January 2022. Our department chose to use the DOJ managed web application for completing and submitting stop data statistics. The system is free but has limitations which have been overcome by the Veritone Contact application.

### Summary & Discussion

Veritone is a California company based in Orange County. They were approached by the Anaheim Police Department and partnered with them to create a stop data application that would be easy to use, mobile and accurate to save officer time in the field and supervisors time in data review. Veritone Contact has capabilities far beyond the DOJ web application to include:

- **Reports / Auditing Capability** – Supervisors need this ability to ensure all stop data is being entered by officers and is accurate.
- **Time Keeping** – Veritone tracks the time officers spend entering stop data which is reimbursable to the city by DOJ
- **Mobility** – Officers can enter the required stop data using cell phones, Mobile Data Terminals(MDT's).
- **Accuracy** – Veritone Contact has guardrails in place to prevent an officer from contradicting themselves or submitting an incomplete report to their supervisor/reviewer.
- **Custom Questions** – Veritone allows departments to create custom questions to add context to an officer's stop data report.

The Veritone Contact App is currently being used by nearly 100 agencies in California to include Nine Monterey County agencies.

**Fiscal Impacts**

The fiscal impact to the city is \$100.00 per officer per year. The Veritone Contact contract is \$1,500 for FY23/24. Costs for this application will be paid for through the general fund.

**ATTACHMENTS:**

Veritone Contact App - Quote  
Veritone Contact App – Overview

Respectfully Submitted,

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Chris Bourquin  
Chief of Police



5291 California Ave., Suite 300, Irvine, CA 92617

**Quote Prepared for:**  
Del Rey Oaks Police Department  
c/o Chris Bourquin

**Quote #001648C**  
**Date of Quote: 5/22/2023**  
**Quote Valid Through: 6/22/2023**  
  
**Term Length: 12 Months**

<b>Product: Contact</b>	<b>Annual License</b>	<b>Officers</b>	<b>Total</b>
Veritone Contact Application	\$ 100.00	15.00	\$ 1,500.00
<b>Total For Term</b>			<b>\$ 1,500.00</b>

**Quote Includes:**

12 Month Access to Veritone Contact Application  
15 Sworn Officer user seats  
Additional user seats can be purchased at \$100/user  
Customer Success Support (email, phone, chat)

Support: Support is available during business hours via phone, email, and live chat. 'Support' includes technical issue resolution, Q&A with a Veritone Customer Success Manager or agent, and access to helpdesk reference materials. Enhanced support services are available for additional fees, to be quoted upon request.

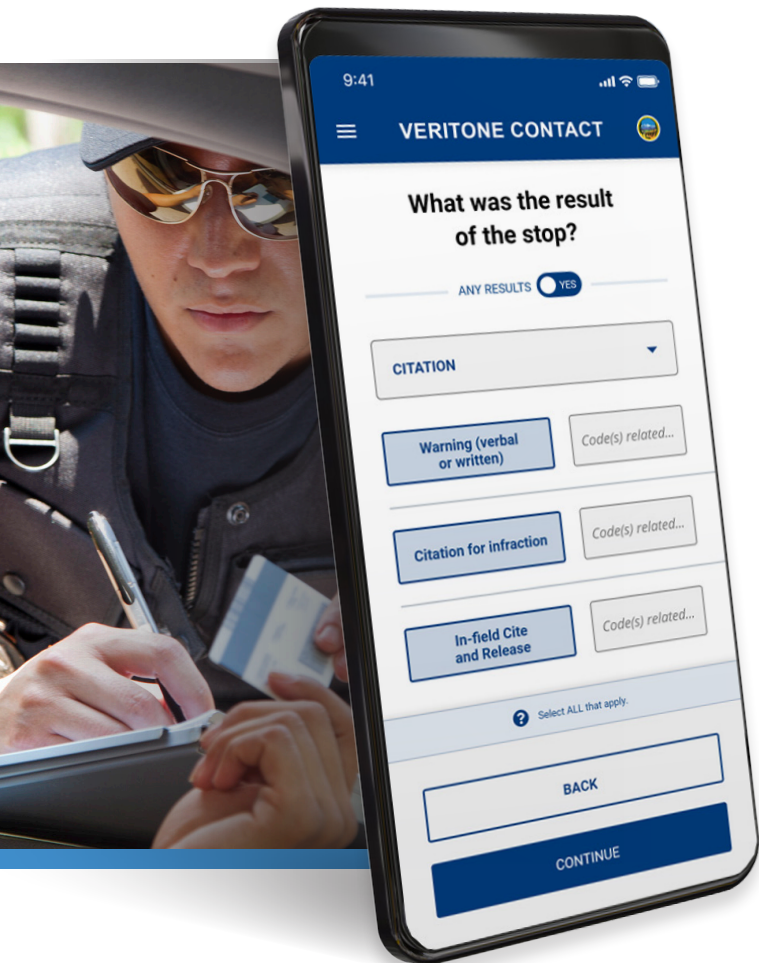
All licenses to the Veritone products and/or services set forth in this quotation shall be governed by the Veritone Master License Terms and Conditions (GLC) available at <https://unlock.veritone.com/license-terms-glc> (the "Terms and Conditions"). Acceptance of any purchase order or other contract resulting from this quotation is expressly conditioned upon the end customer's acknowledgment and agreement to such Terms and Conditions. Unless Tax Exempt, applicable sales taxes will apply



# VERITONE CONTACT™

Intelligent field interview application for collection of RIPA stop data

Save officer time and costs by using the AI-powered Veritone Contact to automate the collection of Racial Identity and Profiling Act (RIPA) compliant stop data information.



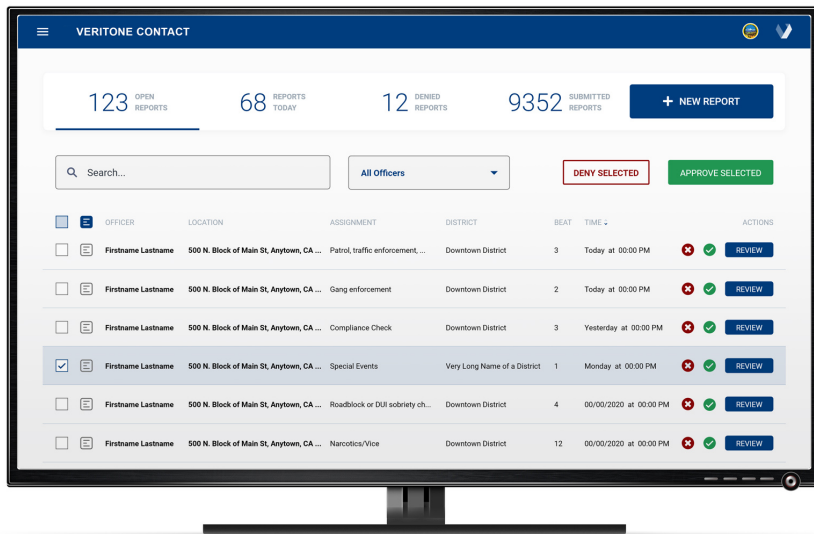
## HOW VERITONE CONTACT HELPS CALIFORNIA LAW ENFORCEMENT MEET RIPA OBLIGATIONS

**Officers:** Veritone Contact helps officers quickly and efficiently collect RIPA compliant stop data. Built in conjunction with the California DOJ and several city law enforcement agencies, Contact guides officers quickly through the required questions needed to collect observational data.

Officers simply select the most appropriate pre-populated “picklist” value for each question. This eliminates the need for an officer to manually write answers, speeding data entry.

For the questions that do require open ended response, similar to spell check in your email or word processing app, Contact leverages AI to prescreen all answers for any potential PII included in the officer’s entry. Once completed, the stop data record is securely transmitted to command staff for personally identifiable information (PII) review and subsequent submission to the state DOJ.





**Command Staff:** California AB 953 requires each law enforcement agency to ensure no PII is delivered to the state’s DOJ Stop Data Collection System (SDCS). Veritone Contact makes this obligation easy to achieve. Contact provides command staff with the ability to quickly batch review all officer observational remarks.

AI is used to intelligently analyze each officer submission, flagging answers for possible PII. Should PII have been collected, staff can easily remove these references prior to submission to the state DOJ. What’s more, with Contact command staff can optionally choose to collect additional information by adding custom questions for officers to provide additional observations to help with constituent transparency initiatives or officer training. These additional data points are never delivered to DOJ. Instead, they are stored for command staff use only.

## CAPABILITIES



### Fast, Automated Stop Data Entry

- Officers can quickly complete stop data collection with easy, multi-select answer picklists. No manual typing or handwritten forms to complete.
- Create stop data reports for multiple contacts at one time.
- “Spell check-like” capability automatically reviews all answers for possible PII.
- Flexible data entry — officers can start and stop data entry at any time.
- Veritone Contact works with smartphones, tablets, MDTs, and laptops which can connect securely to the agency’s network using a standard web browser.



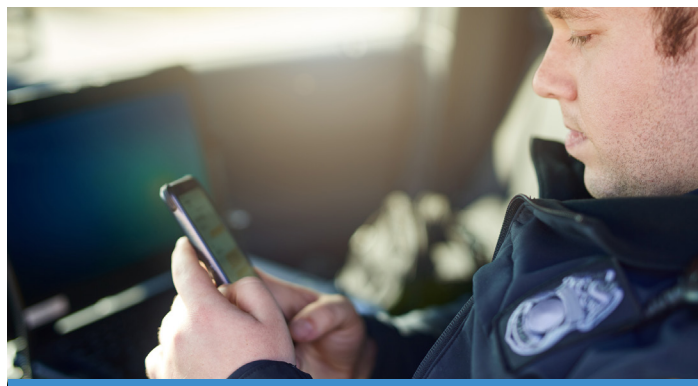
### Review Stop Data Prior to DOJ Submission

- Command staff can batch review all officer reports.
- “Spell check-like” PII detection highlights possible areas for correction.
- Easy to understand visual dashboards provides command staff with a preview of all aggregated stop data information for analysis and potential corrective actions.
- Secure delivery of stop data to DOJ performed on any desired schedule.
- Optional: Command staff can add unlimited additional questions for other data collection initiatives within the agency. This data is never sent to DOJ.

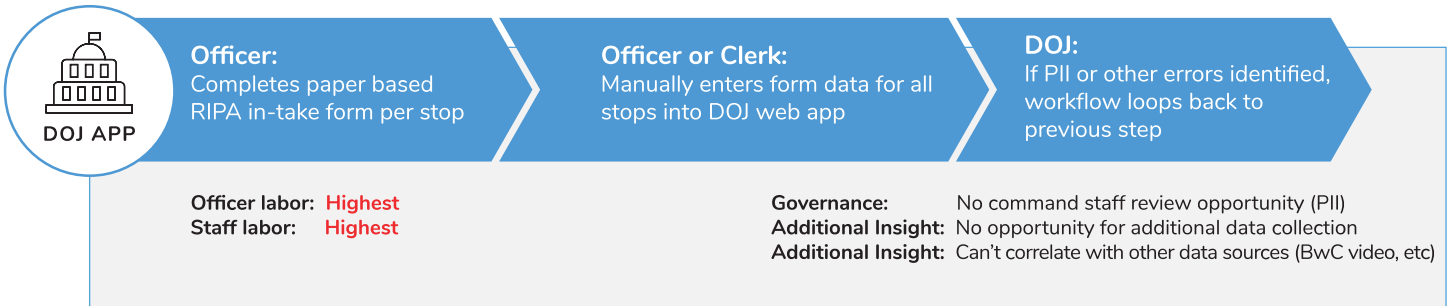
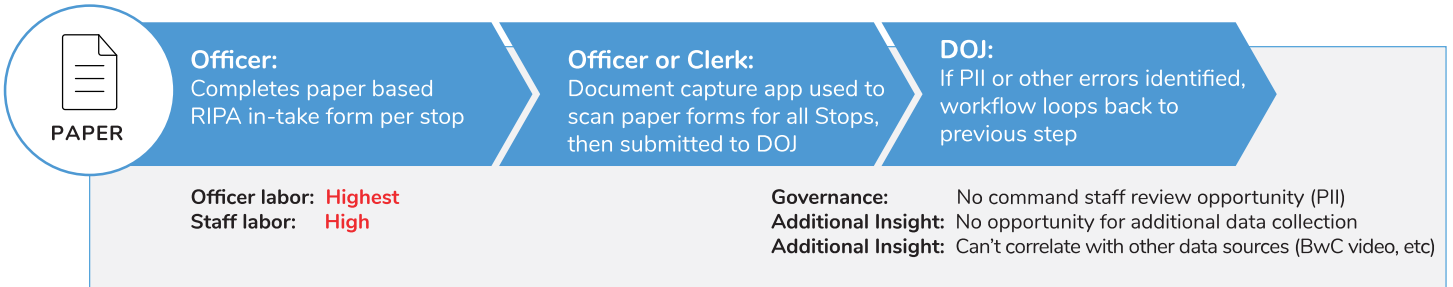
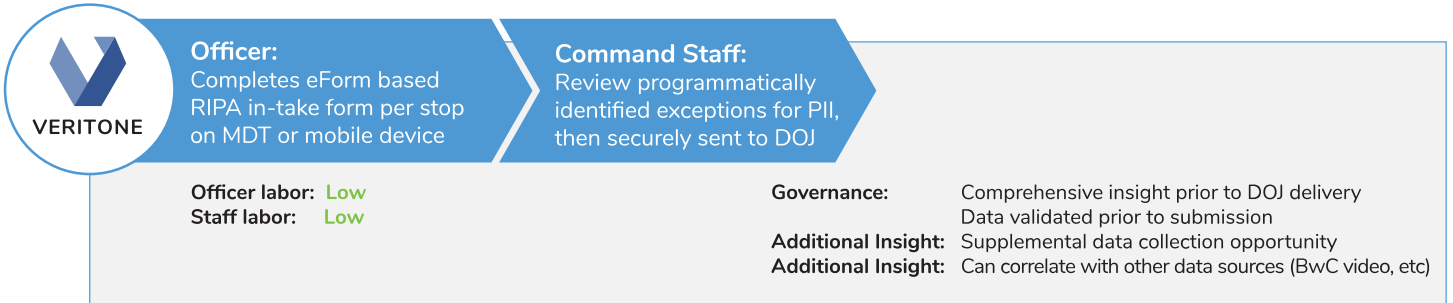


### Security & Compliance

- All data transmission is secured using 128-bit encryption.
- User authentication through Microsoft Active Directory, LDAP or other service.
- Supports CJIS compliance obligations.
- Microsoft Azure GovCloud ready.



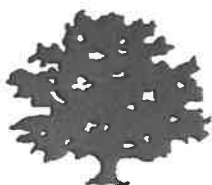
## RIPA STOP DATA WORKFLOW SCENARIOS



## VERITONE: LAW ENFORCEMENT'S TRUSTED PARTNER

Veritone is a trusted partner for hundreds of public safety and law enforcement agencies across the United States. From the US Departments of Justice and Defense to state level agencies and local law enforcement, Veritone applications help agencies accelerate suspect identification, redact sensitive or personally identifiable information from evidence, transcribe and translate jailroom interviews and much more. All applications are built upon Veritone aiWARE, the world's first operating system for artificial intelligence.

LEARN MORE ABOUT VERITONE, AIWARE, AND OUR PUBLIC SAFETY APPLICATIONS  
[veritone.com/public-safety](https://veritone.com/public-safety)



# 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 27, 2023

**TO:** Honorable Mayor and City Council

**FROM:** John Guertin, City Manager

**SUBJECT:** Resolution 2023-13 approving Amendment to the Memorandum of Understanding between ReGen Monterey and Member Agencies for Cooperative Assistance to Comply with SB 1383 for Fiscal Year 2023/24

**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

It is recommended that the City Council consider adopting Resolution 2023-13 for the following action:

1. Amending the Memorandum of Understanding (MOU) regarding cooperative assistance to comply with Senate Bill 1383, Food Waste Reduction and Organics Recycling Regulations, incorporating changes in the annual cost of program activities; and
2. Authorizing the City Manager to execute the amended MOU subject to final review and approval by the City Attorney; and
3. Authorizing staff to make necessary accounting and budgetary entries.

### Background

In September 2016, Governor Edmund Brown Jr. set methane emissions reduction targets for California (SB 1383 Lara, Chapter 395, Statutes of 2016) in a statewide effort to reduce emissions of short-lived climate pollutants (SLCP). The targets must reduce organic waste disposal 50 percent by 2020 and 75 percent by 2025 and rescue for people to eat at least 20 percent of currently disposed surplus food by 2025.

The City of Del Rey Oaks is a Member Agency of ReGen Monterey (ReGen), formerly known as MRWMD Joints Powers Authority, which is responsible for managing solid waste on behalf of the Cities and unincorporated County communities of coastal Monterey County. The City participates on the Technical Advisory Committee (TAC) for SB 1383 led by ReGen and comprised of staff from each member jurisdiction, the three haulers in the ReGen service area, and ReGen staff.

While the regulation places the program implementation responsibility on the member jurisdictions, the TAC has been collectively analyzing who best should implement each element of the regulation between the member jurisdictions, waste haulers, or ReGen. The TAC determined that many of the requirements are

best completed using shared resources. As such, an MOU between ReGen and each of its member jurisdictions was created to have ReGen incur the shared costs and bill each member jurisdiction twice annually for reimbursement.

On October 26, 2021, the Council approved the MOU between ReGen and Member Jurisdictions for SB 1383 Shared Costs. On June 28, 2022, the City Council approved an amendment to the MOU incorporating changes necessary for the regional administration of SB 1383 Local Assistance Grant Program funding.

### **Discussion**

Each year ReGen staff identifies expected expenses associated with jurisdictional compliance with SB 1383 and compiles those expenses in Exhibit A of the 1383 Shared Costs MOU. Expenses include items such as program administration, public education, monitoring, reporting and edible food recovery capacity building, program administration and outreach. These expenses are then broken down to proportional percentages per population in Exhibit B. The draft budget is first presented to the TAC for review, feedback, and consensus. It then is presented to the ReGen Monterey Board of Directors and Member Agencies' Councils and Boards for approval. The amendment to Exhibits A and B of the MOU would supersede exhibits covering previous fiscal years.

On May 19, 2023, the ReGen Board of Directors approved revised Exhibits A and B of the MOU which establish member agency costs for FY 2023-2024.

### **Fiscal Impacts**

The estimated annual expense to Del Rey Oaks for FY 2023-2024 will be \$9,000 as shown in Exhibit B of the draft MOU (see Attachment), which outlines the estimated annual expenses to each Member Agency of ReGen. These expenses are averaged and weighted on various factors providing an "economy of scale" to each Member Agency depending upon their needs. This includes expenses related to SB 1383 implementation, general shared and monitoring costs for Member Agencies, and franchise agreement management. These efforts, as with past solid waste efforts, are funded through franchise fees collected and remitted to the City.

### **ATTACHMENTS:**

1. Resolution 2023-13
2. MOU with ReGen Monterey

Respectfully Submitted,

---

John Guertin  
City Manager

**RESOLUTION NO. 2023-13****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS AMENDING THE MEMORANDUM OF UNDERSTANDING (MOU) REGARDING COOPERATIVE ASSISTANCE TO COMPLY WITH SENATE BILL 1383, FOOD WASTE REDUCTION AND ORGANICS RECYCLING REGULATIONS, INCORPORATING CHANGES IN THE ANNUAL COST OF PROGRAM ACTIVITIES, AUTHORIZING THE CITY MANAGER TO EXECUTE THE MOU SUBJECT TO FINAL REVIEW AND APPROVAL BY THE CITY ATTORNEY, AND AUTHORIZING STAFF TO MAKE NECESSARY ACCOUNTING AND BUDGETARY ENTRIES**

**WHEREAS**, in September 2016, Governor Edmund Brown Jr. set methane emissions reduction targets for California (SB 1383 Lara, Chapter 395, Statutes of 2016) in a statewide effort to reduce emissions of short-lived climate pollutants (SLCP). The targets must reduce organic waste disposal 50 percent by 2020 and 75 percent by 2025 and rescue for people to eat at least 20 percent of currently disposed surplus food by 2025; and

**WHEREAS**, the City of Del Rey Oaks is a Member Agency of ReGen Monterey (ReGen), formerly known as MRWMD Joints Powers Authority, which is responsible for managing solid waste on behalf of the Cities and unincorporated County communities of coastal Monterey County. The City participates on the Technical Advisory Committee (TAC) for SB 1383 led by ReGen and comprised of staff from each member jurisdiction, the three haulers in the ReGen service area, and ReGen staff; and

**WHEREAS**, while the regulation places the program implementation responsibility on the member jurisdictions, the TAC has been collectively analyzing who best should implement each element of the regulation between the member jurisdictions, waste haulers, or ReGen. The TAC determined that many of the requirements are best completed using shared resources. As such, an MOU between ReGen and each of its member jurisdictions was created to have ReGen incur the shared costs and bill each member jurisdiction twice annually for reimbursement. On October 26, 2021, the City Council approved the MOU between ReGen and Member Jurisdictions for SB 1383 Shared Costs; and

**WHEREAS**, on June 28, 2022, the City Council approved an amendment to the MOU incorporating changes necessary for the regional administration of SB 1383 Local Assistance Grant Program funding; and

**WHEREAS**, each year ReGen staff identifies expected expenses associated with jurisdictional compliance with SB 1383 and compiles those expenses in Exhibit A of the 1383 Shared Costs MOU. Expenses include items such as program administration, public education, monitoring, reporting and edible food recovery capacity building, program administration and outreach. These expenses are then broken down to proportional percentages per population in Exhibit B. The draft budget is first presented to the TAC for review, feedback, and consensus. It then is presented to the ReGen Monterey Board of Directors and Member Agencies' Councils and Boards for approval. The amendment to Exhibits A and B of the MOU would supersede exhibits covering previous fiscal years; and

**WHEREAS**, on May 19th, 2023, the ReGen Board of Directors approved revised Exhibits A and B of the MOU which establish member agency costs for FY 2023-2024;

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

1. Amend the Memorandum of Understanding (MOU) regarding cooperative assistance to comply with Senate Bill 1383, Food Waste Reduction and Organics Recycling Regulations, incorporating changes in the annual cost of program activities; and
2. Authorize the City Manager to execute the amended MOU (Exhibit A) subject to final review and approval by the City Attorney; and
3. Authorize the staff to make necessary accounting and budgetary entries.

**PASSED AND ADOPTED** by the City Council of the City of Del Rey Oaks at a regular meeting duly held on June 27, 2023, by the following vote:

AYES:  
 NOES:  
 ABSENT:  
 ABSTAIN:

APPROVED:

\_\_\_\_\_  
 Scott Donaldson, Mayor

ATTEST:

\_\_\_\_\_  
 John Guertin, City Clerk

## MEMORANDUM OF UNDERSTANDING

BETWEEN THE MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT AND ITS  
MEMBER AGENCIES REGARDING ASSISTANCE WITH COMPLIANCE WITH  
CALIFORNIA SENATE BILL 1383

This Memorandum of Understanding (“MOU”) is made and entered into as of the date of the signatures set forth below by and between the MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT (“District”, “MRWMD”), a California Garbage and Refuse Disposal District, and its member agencies including the cities of CARMEL-BY-THE-SEA, DEL REY OAKS, MARINA, MONTEREY, PACIFIC GROVE, SAND CITY, and SEASIDE; THE PEBBLE BEACH COMMUNITY SERVICES DISTRICT; and THE COUNTY OF MONTEREY (“Member Agencies”). Collectively these entities shall be known herein as “Parties” or individually as a “Party.”

Recitals

- A. The State of California has passed legislation, known as Senate Bill 1383, California’s Short-Lived Climate Pollutants regulation. The regulation will have significant impact on each Member Agency, with the goal of reducing organic material being landfilled by 75% by 2025, compared to a 2014 basis. The legislation mandates that Member Agencies undertake certain activities around the handling of organic waste materials collected within their jurisdictions. The regulation also requires 20% recovery of edible food by 2025 to direct it to a beneficial use and thus prevent it from entering the waste stream. Regulations take effect, and local program implementation will begin, on January 1, 2022.
- B. The Member Agencies have determined that it is in their best interest to coordinate their activities related to this legislation. This coordination is being facilitated by the District’s Technical Advisory Committee (TAC) comprised of staff from each Member Agency, the three Haulers in the District service area (Haulers), Salinas Valley Recycles (SVR) and MRWMD.
- C. The Member Agencies have further determined that the District has the expertise and resources necessary to implement some of these activities on the Member Agencies’ behalf and have now requested that the District incur costs to provide these activities.
- D. The Member Agencies have agreed to reimburse the District for proportionate shares of certain designated annual costs incurred by the District for these activities.
- E. The form and content of this MOU have been presented to the TAC, and the TAC has recommended it for approval by the Parties

NOW THEREFORE, in consideration of the mutual benefits to be derived by the District and the Member Agencies, and of the promises contained in this MOU, the Parties agree as

follows:

Section 1. Recitals: The recitals set forth above are incorporated into this MOU.

Section 2. Purpose: The purpose of this MOU is to provide a structure for the Member Agencies to reimburse the District for SB 1383 related activities it performs on behalf of the Member Agencies.

Section 3. Voluntary: This MOU is voluntarily entered into by the Parties for the purpose of facilitating the implementation of SB 1383.

Section 4. Term: This MOU shall become effective on the last day of its execution by a Party and shall remain in effect until terminated by the Parties.

Section 5. Scope of Work, Costs & Cost Sharing: The scope of work, and associated costs, are set out in Exhibit A, entitled Detailed Activities and Costs, attached hereto and incorporated herein. Allocation of such costs to the Member Agencies is set out in Exhibit B, entitled Member Agencies' Annual Proportionate Shares and Costs, attached hereto and incorporated herein. Exhibit C outlines estimated individual Member Agencies' allocations related to the Department of Resources Recycling and Recovery (CalRecycle) SB 1383 Local Assistance Grant Program (OWR1: 2021-22), attached hereto and incorporated herein. Exhibit D defines the estimated annual procurement requirements of organic material and estimated cost per ton of compost for each Member Agency, attached hereto and incorporated herein.

No later than March 1 of each year, and at such other times as directed by the Parties, the TAC shall meet to consider and, if deemed necessary, modify Exhibits A, B, C, and/or D subject to direction from the governing bodies of each Member Agency to its TAC representative.

Section 6. The District Agrees:

(a) District staff will manage activities as identified in Exhibit A, C, and D which activities include contracting with third party vendors when reasonably necessary and paying those vendors for contracted costs.

(b) Two times per year, on dates to be determined by the TAC, District will invoice Member Agencies for each Member Agency's proportionate share of costs as shown in Exhibit B with each invoice to be fifty percent (50%) of the Member Agency's share of costs.

(c) Upon award of CalRecycle SB 1383 Local Assistance Grant Program funds, the District will invoice Member Agencies for their full allocation of grant funds as shown in Exhibit C. Four times during the grant term, aligned with dates identified by CalRecycle grant Terms & Conditions, the District shall report to Member Agencies a summary of actual grant expenditures and progress toward grant tasks to date.

(d) District will maintain an accounting of activities and expenses and provide reconciliation of payments annually. Material differences between estimated costs and actual incurred costs will result in either: 1) an adjustment made to the final annual payment for each Member Agency, or 2) such cost difference shall be incorporated into the subsequent year cost allocation.

(e) In year one only, in recognition of expected continuation of improved recycling revenues for the District from recyclable material sales, the District will off-set \$140,000 of the costs identified in Exhibit A. This off-set is reflected in the cost allocations set out in Exhibit B for FY 2021-22.

Section 7. The Member Agencies Agree:

(a) To reimburse the District for all expenses incurred by the District under this MOU in accordance with each Member Agency’s proportionate share as shown on Exhibit B, C, and D.

(b) To make a full-faith effort to cooperate with one another and with the District to achieve the purposes of this MOU by providing information, reviewing information in a timely manner, and informing their respective administration and governing bodies.

Section 8. Termination. Any Party may terminate its participation in this MOU upon giving written notice to the District no later than April 1 of any calendar year during the term of this MOU. Within ten days following a Party’s termination date, such party shall pay District all charges then due and payable and shall pay when determined any additional charges that shall later come due under the MOU, subject to the limits set out in Exhibits A, B, C, and D.

Section 9. General Provisions.

(a) This MOU is binding and for the benefit of the respective successors, heirs, and assigns of each Party and the District; provided however, no Party may assign its respective rights or obligations under this MOU without the prior written consent of the District.

(b) This MOU is governed by, interpreted under, and construed and enforced in accordance with the laws of the State of California.

(c) If any provision of this MOU is determined by any court to be invalid, illegal, or unenforceable to any extent, then the remainder of this MOU will not be affected, and this MOU will be construed as if the invalid, illegal, or unenforceable provision had never been contained in this MOU.

(d) Waiver by the District or any Party to this MOU of any term, condition, or covenant of this MOU will not constitute a waiver of any other term, condition, or covenant.

Waiver by the District or any Party of any breach of the provisions of this MOU will not constitute a waiver of any other provision, nor a waiver of any subsequent breach or violation of any provision of this MOU.

(e) This MOU may be executed in any number of counterparts, each of which is an original but all of which taken together will constitute one and the same instrument, provided, however, that such counterparts have been delivered to all parties to this MOU.

(f) All parties acknowledge they have been represented, or have had the opportunity to be represented, by counsel in the preparation and negotiation of this MOU. Accordingly, this MOU will be construed according to its fair language. Any ambiguities will be resolved in a collaborative manner by the District and the Parties and must be rectified by amending this MOU.

IN WITNESS WHEREOF, the District and the Parties have caused this MOU to be executed by their duly authorized representatives as of the date of their respective signatures.

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

By: \_\_\_\_\_

DATE: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_

CITY OF CARMEL-BY-THE-SEA

By: \_\_\_\_\_

DATE: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_

CITY OF DEL REY OAKS

By: \_\_\_\_\_

DATE: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_

CITY OF MARINA

By: \_\_\_\_\_

DATE: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_

CITY OF MONTEREY

By: \_\_\_\_\_

DATE: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_

CITY OF PACIFIC GROVE

By: \_\_\_\_\_

DATE: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_

SAND CITY

By: \_\_\_\_\_

DATE: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_

CITY OF SEASIDE

By: \_\_\_\_\_

DATE: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_

PEBBLE BEACH COMMUNITY SERVICES DISTRICT

By: \_\_\_\_\_

DATE: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_

COUNTY OF MONTEREY

By: \_\_\_\_\_

DATE: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_

**EXHIBIT A**

**DETAILED ACTIVITIES & COSTS  
FY 2023-2024**

**Scope of Work**

The activities related to the implementation of SB 1383 may include contracting and policy development; public education; materials purchasing and distribution; reporting; contamination monitoring; edible food waste recovery; enforcement; procurement; organics processing; rate setting; cost monitoring; and any other related activities the Parties choose to address.

The District will take the lead producing public education campaigns in concert with the already-provided Hauler and/or Member Agency resources. The Member Agencies will be responsible for production and mailing fees associated with outreach. The District will also contract with a vendor to administer contamination monitoring in the form of curbside lid flipping. The District will also provide CalRecycle reporting services to the Member Agencies. In addition, funds will be allocated to food recovery organizations for procurement of refrigerated holding facilities or transport vehicles to support edible food recovery efforts.

**Costs**

<b>SB 1383 Fee Category</b>	<b>Detail</b>	<b>FY 23/24 Cost</b>	<b>Notes</b>
HF&H General Support & TAC meetings	Task #5 (SB 1383 general support) & task #6 (monthly TAC meetings) of HF&H CY 2023 proposal	\$ 20,500	
Edible Food Recovery Capacity Building	\$40,000 for grant allocations. Grant administration by Blue Strike Environmental will be billed with unused FY 23/23 budget.	\$ 40,000	Joint grant or application process w/ SVR to determine need. SVR allocating \$60k. ReGen allocating \$40k as County is omitted from this line item.
Edible Food Recovery Program Administration	Assessment Updates - Living Document Generation Estimate Update-Using ReGen WCS FRO Capacity Survey - Annual Update Conference Presentations (CRRA) and Other Support TBD EFR E&O - Cycle 2 - Tier 1&2 Follow-up target groups TBD Organics Collections E&O - Target Groups TBD School Food Waste Reductions - Targeted Groups TBD Total: \$70k, split 50/50 with Salinas Valley Recycles	\$ 24,000	ReGen member agency portion only. Split 50/50 with SVR. School outreach not included in cost. Omits County of Monterey
Edible Food Generator Inspections for Tier 1 & 2	County of Monterey provides inspections at rate of \$201/hour. One hour per business which includes one follow-up, if needed.	\$ 22,000	Omits County of Monterey
Public Education	Design/creation of public education materials. Does not include production or distribution of materials created.	\$ 30,000	
Contamination Monitoring (Lid Flipping)	RFP to determine vendor	\$ 13,431	Omits County of Monterey due to WM Smart Truck
Recyclist Fees	Cloud-based recordkeeping and reporting system shared by haulers, jurisdictions and processor.	\$ 12,393	Omits County & City of Monterey who subscribe separately
ReGen Monterey Staff Time	Coordination and Hosting of Monthly TAC Meetings Hosting and/or participating in TAC Subcommittee Meetings SB 1383 Program Coordination and Development of Public Education Materials CalRecycle Reporting Outreach at Community Events Coordination with Sustainability Groups	\$ 40,000	
		\$ 202,324	
Reduction from ReGen recycling revenues		\$ (65,000)	
<b>Total</b>		\$ 137,324	

**EXHIBIT A****DETAILED ACTIVITIES & COSTS  
FY 2023-2024 (CONTINUED)****HF&H Franchise Management Fees**

<b>Task #</b>	<b>Detail</b>	<b>FY 2024</b>	
1	Review Contractor's Quarterly Reports	\$	12,500.00
2	Review Contractor's Annual Report	\$	2,500
3	Review Franchise Fee Payments	\$	2,500
4	Review Contractor's Annual Rate Adjustments	\$	50,000
5	Develop Contract Compliance Checklist	\$	10,000
6	Monitor Contract Compliance	\$	24,000
	<b>Total</b>	<b>\$</b>	<b>101,500</b>

HF&H fees apply to GreenWaste Recovery member jurisdictions only.

**EXHIBIT B****MEMBER AGENCIES' ANNUAL PROPORTIONATE SHARES & COSTS\***  
FY 2023-2024

<b>District Shared Costs By Jurisdiction</b>				
	<b>Population</b>			
	<b>#</b>	<b>%</b>	<b>Per Agency Cost/Year</b>	<b>With Minimums</b>
<b>Carmel</b>	3,830	2.4%	\$ 9,020	\$ 9,486
<b>DRO</b>	1,525	1.0%	\$ 3,591	\$ 9,000
<b>Marina</b>	21,981	13.7%	\$ 51,765	\$ 48,261
<b>PG</b>	15,522	9.7%	\$ 36,554	\$ 34,080
<b>PBCSD</b>	4,531	2.8%	\$ 10,671	\$ 10,405
<b>Sand City</b>	310	0.2%	\$ 730	\$ 9,000
<b>Seaside</b>	33,956	21.2%	\$ 79,966	\$ 74,553
<b>Monterey City</b>	28,352	17.7%	\$ 31,526	\$ 29,038
<b>County</b>	50,128	31.3%	\$ 15,000	\$ 15,000
<b>TOTAL</b>	<b>160,135</b>		<b>\$ 238,824</b>	<b>\$ 238,824</b>

\*Member Agencies' proportionate costs subject to adjustment annually in accordance with any change in scope and total costs. Costs "with minimums" will be utilized.

## EXHIBIT C

### MEMBER AGENCIES' ESTIMATED ALLOCATION OF CALRECYCLE LOCAL ASSISTANCE GRANT PROGRAM FUNDING (OWR1: 2021-22)\*\*

The Member Agencies of Carmel, Del Rey Oaks, Marina, Monterey, Sand City, Seaside, Pacific Grove, and the Pebble Beach Community Services District (PBCSD) join the Local Assistance Grant Program as a regional collaborative project for the implementation of regulation requirements associated with SB 1383, in coordination with other jurisdictions of the Monterey County region to maximize project impact and cost-effectiveness across the countywide area. This regional grant-funded project will be coordinated through the two local waste management governmental agencies within Monterey County, Monterey Regional Waste Management (MRWMD), and Salinas Valley Solid Waste Authority (SVSWA).

The Member Agencies, along with each of the MRWMD and SVSWA member agencies are applying individually to this grant program using a unified regional project design, budget and implementation approach. All participating jurisdictions' individual grant funding will be pooled together and expended in a cooperative manner by their agencies' respective waste districts, MRWMD and SVSWA. The County of Monterey is applying separately and will manage its budget and project implementation independently, in coordination with broader regional planning efforts.

Based on current regional needs and findings to date related to SB 1383 in Monterey County, the following four major components will comprise the principal focus areas of program expenditures under the proposed regional project approach:

- 1) Grant Management, Tracking & Reporting
- 2) Agency Procurement Support
- 3) Edible Food Recovery Implementation and Capacity Building
- 4) Organics & Edible Food Recovery Education, Outreach and Technical Assistance

Each element will be informed by regional coordination through the established MRWMD and SVSWA Technical Advisory Committee forums, Capacity Planning Assessments and related studies completed or in process throughout the region, and new data and information obtained through program implementation trials, stakeholder feedback and best practices as identified. All expenditures will be incurred jointly, facilitated through each respective waste agency, and tracked and reported by each jurisdiction, based on the percentage of grant funds received by each agency compared to the full funding received collectively by all participating member agencies. CalRecycle, based on per capita calculations, using the Department of Finance's January 2021 population statistics, estimates jurisdictions' proportionate grant allocations. A summary of individual and collective agency grant allocations is presented below as **Table 1**.

**EXHIBIT C  
(Continued)**

**MEMBER AGENCIES' ESTIMATED ALLOCATION OF CALRECYCLE LOCAL  
ASSISTANCE GRANT PROGRAM FUNDING (OWR1: 2021-22)\*\***

**Table 1. Thirteen Agency Collaborative Approach Budget Summary**

Agencies	Estimated Funding	% of District Subtotal	% of Region Total	Waste District
Carmel-by-the-Sea	\$20,000	9%	4%	MRWMD
Del Rey Oaks	\$20,000	9%	4%	MRWMD
Marina	\$29,771	14%	6%	MRWMD
Monterey	\$38,247	18%	7%	MRWMD
Pacific Grove	\$21,398	10%	4%	MRWMD
Sand City	\$20,000	9%	4%	MRWMD
Seaside	\$43,151	20%	8%	MRWMD
Pebble Beach Community Services District	\$20,000	9%	4%	MRWMD
Subtotal (MRWMD):	<b>\$212,566</b>	<b>100%</b>	<b>41%</b>	
Gonzales	\$20,000	6%	4%	SVSWA
Greenfield	\$25,157	8%	5%	SVSWA
King City	\$20,665	7%	4%	SVSWA
Salinas	\$211,143	68%	40%	SVSWA
Soledad	\$33,095	11%	6%	SVSWA
Subtotal (SVSWA):	<b>\$310,060</b>	<b>100%</b>	<b>59%</b>	
TOTAL (13 Agency Regional Approach):	<b>\$522,626</b>		<b>100%</b>	

\*\* Working in coordination with the designated CalRecycle grant manager or other agency representatives as appropriate, the region may adjust these proposed expenditure areas,

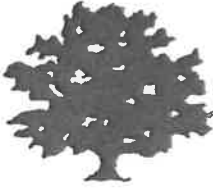
amounts, or priorities, consistent with grant expenditure eligibility requirements, as needed during the course of the grant term based on the needs of the region.

**EXHIBIT D**  
**MEMBER AGENCIES' ESTIMATED PROCURMENT REQUIRMENTS**  
**OF ORGANIC MATERIAL**

The list below indicates the annual recovered organic waste product procurement targets for each jurisdiction (city, county, or city and county) that will be in effect from January 1, 2022, through December 31, 2026 per CalRecycle.

Member Jurisdiction	Population (1/1/21 estimate)	% of Population	Annual Procurement Target (Tons of Organic Waste)	Tons of Compost (.58)	Cost /Ton Compost	Cost of Compost
Carmel-by-the-Sea	4,023	1%	322	187	\$ 28.00	\$ 5,229.28
Del Rey Oaks	1,670	0%	134	78	\$ 28.00	\$ 2,176.16
Marina	21,920	7%	1,754	1,017	\$ 28.00	\$ 28,484.96
Monterey	28,382	8%	2,271	1,317	\$ 28.00	\$ 36,881.04
Pacific Grove	15,536	5%	1,243	721	\$ 28.00	\$ 20,186.32
Sand City	385	0%	31	18	\$ 28.00	\$ 503.44
Seaside	32,121	10%	2,570	1,491	\$ 28.00	\$ 41,736.80
Pebble Beach CSD	4531	1%	362	210	\$ 28.00	\$ 5,878.88
Unincorporated County*						\$ -
<b>Total MRWMD</b>	<b>108,568</b>	<b>32%</b>	<b>8,687</b>	<b>5,038</b>		<b>\$ 141,076.88</b>

\*Unincorporated County not participating in procurement portion of MOU  
All product quoted as unbagged F.O.B MRWMD site.  
Transportation costs are not included.



# 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 27, 2023  
**TO:** Honorable Mayor and City Council  
**FROM:** John Guertin, City Manager  
**SUBJECT:** Approval of Revised Appointments to Regional Boards and Commissions

**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

On February 28, 2023, the City Council approved a list of appointments to regional boards and commissions. Shortly after approval, Council Member Ragsdale-Cronin voiced his desire to be on the TAC for Monterey Peninsula Water Management District.

On May 23, 2023, the Council discussed "special committees" as established per Del Rey Oaks Municipal Code 2.04.180. Per DROMC, the Mayor has appointed three (3) members of the City Council to each of the established committees (Public Safety, Recreation and Parks, Public Works, and Finance).

### Fiscal Impacts

None

### Recommendation

Approve the revised appointments list effective immediately.

### Attachments

Revised Regional Boards and Commissions Appointments List for 2023

Respectfully submitted,

---

John Guertin  
City Manager

**JOINT POWERS AUTHORITIES**

- |   |   |   |
|---|---|---|
| <p><b>1) Association of Monterey Bay Governments</b><br/>Maura F. Twomey, Executive Director<br/>24580 Silver Cloud Ct., Monterey<br/>883-3750 or <a href="mailto:info@ambag.org">info@ambag.org</a> / Website: <a href="http://www.ambag.org">www.ambag.org</a><br/><i>Meeting: 2<sup>nd</sup> Wednesday of each month at 6:00 p.m.</i></p>      | <p><b>\$50/mtg.</b></p>                       | <p><b>Uy<br/>Shirley</b></p>              |
| <p><b>2) Community Human Services</b><br/>Robin McCrae, Executive Director<br/>2560 Garden Road, Ste 201, Monterey<br/>658-3811 or <a href="mailto:info@chservices.org">info@chservices.org</a> / Website: <a href="http://www.chservices.org">www.chservices.org</a><br/><i>Meeting: 3<sup>rd</sup> Thursday of each month at 11:00 a.m.</i></p> | <p><b>No compensation</b></p>                 | <p><b>Hallock<br/>Ragsdale-Cronin</b></p> |
| <p><b>3) Monterey One Water (MRWPCA)</b><br/>Paul A. Sciuto, General Manager<br/>5 Harris Court, Bldg. D, Monterey<br/>372-3367 / Website: <a href="http://www.mrwpc.org">www.mrwpc.org</a><br/><i>Meeting: Last Monday of each month at 6:00 p.m.</i></p>  | <p><b>\$50/mtg<br/>\$100 after July 1</b></p> | <p><b>Donaldson<br/>Shirley</b></p>       |

**SPECIALY CONSTRUCTED ORGANIZATION**

- |   |                          |                                |
|---|--------------------------|--------------------------------|
| <p><b>1) Transportation Agency for Monterey County (TAMC)</b><br/>Debbie Hale, Executive Director<br/>55-B Plaza Circle, Salinas<br/>775-0903 / Website: <a href="http://www.tamcmonterey.org">www.tamcmonterey.org</a><br/><i>Meeting: 4<sup>th</sup> Wednesday of each month at 9:00 a.m.</i></p> | <p><b>\$100/mtg.</b></p> | <p><b>Donaldson<br/>Uy</b></p> |
|---|--------------------------|--------------------------------|

**MISCELLANEOUS**

- |  |                               |  |
|--|-------------------------------|--|
| <p><b>1. City Selection (Mayors)</b><br/><i>Meeting: 1<sup>st</sup> Friday of each month at 11:30<br/>a.m.</i></p>   | <p><b>No compensation</b></p> | <p><b>Donaldson</b></p>                        |
| <p><b>2. Monterey Bay Area Insurance Fund (MBAIF)</b><br/>Michael Simmons, Risk Manager<br/>100 Pine St., 11<sup>th</sup> Floor, San Francisco<br/>(415)403-1400 / Website: <a href="http://www.mbasia.org">www.mbasia.org</a><br/><i>Meeting: 1<sup>st</sup> Monday of each month at 9:30 a.m.</i></p>                                |                               | <p><b>Guertin</b></p>                          |
| <p><b>3. Seaside Groundwater Basin Watermaster</b><br/>Dewey D. Evans, Chief Executive Officer<br/><br/>2600 Garden Road, Suite 228, Monterey<br/>641-0113 / Website: <a href="http://www.seasidebasinwatermaster.org">www.seasidebasinwatermaster.org</a><br/><i>Meeting: 1<sup>st</sup> Wednesday of each month at 2:00 p.m.</i></p> | <p><b>No compensation</b></p> | <p><b>Shirley<br/>Ragsdale-<br/>Cronin</b></p> |



**REVISED 2023 CITY OF DEL REY OAKS REGIONAL AGENCIES BOARDS & COMMITTEES REPRESENTATIVES APPOINTMENT LIST**

AGENCY	STIPEND	MEMBER
<b><u>SPECIAL DISTRICTS</u></b>		
<b>1) ReGen Monterey</b> * 4 year term through 2024 Felipe Melchor, General Manager 14201 Del Monte Blvd., Marina 384-5313 / Website: <a href="http://www.mrwmd.org">www.mrwmd.org</a> <i>Meeting: 3<sup>rd</sup> Friday of each month at 9:30 a.m.</i>	\$100/mtg	Shirley
<b>2) Monterey-Salinas Transit</b> Carl Sedoryk, General Manager 19 Upper Ragsdale Dr. #200, Monterey 899-2558 / Website: <a href="http://www.mst.org">www.mst.org</a> <i>Meeting: 2<sup>nd</sup> Monday of each month at 10:00 a.m.</i>	\$100/mtg	Shirley Hallock
<b>Mo Co Regional Taxi Authority</b> Administered by MST <i>Meeting: Once a year</i>	\$50/mtg	
<b>3) Northern Salinas Valley Mosquito Abatement</b> * 2 year term through 2024 Kenneth Klemme, Manager-Biologist 342 Airport Blvd, Salinas 373-2483 / Website: <a href="http://www.montereycountymosquito.com">www.montereycountymosquito.com</a> <i>Meeting: 2nd Tuesday of each month at 12:00 p.m.</i>	\$100/mtg	Goetzelt
<b>4) Seaside County Sanitation District</b> Chair: Jerry Blackwelder  440 Harcourt Avenue, Seaside 899-6230 / Website: <a href="http://www.ci.seaside.ca.us">www.ci.seaside.ca.us</a> <i>Meeting: 2<sup>nd</sup> Tuesday of each month at 9:30 a.m.</i>	\$100/mtg	Uy Ragsdale- Cronin
<b>5) M. Peninsula Water Management District (MPWMD)</b> David Stoldt, General Manager 5 Harris Court, Bldg. G, Monterey 658-5600 / Website: <a href="http://www.mpwmd.dst.ca.us/mpwmd.htm">www.mpwmd.dst.ca.us/mpwmd.htm</a> <i>Meeting: 3<sup>rd</sup> Monday of each month at 7:00 p.m.</i>	No compensation	Hallock (PAC) Ragsdale- Cronin (TAC)

Approved as to form and content at a Regular Meeting of the City Council of the City of Del Rey Oaks held on June 27, 2023.

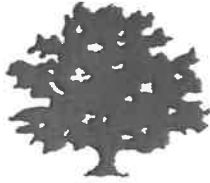
Signed: \_\_\_\_\_ Scott Donaldson, Mayor      Attest: \_\_\_\_\_ John Guertin, City Clerk

**Public Safety Committee: Council Members Hallock, Uy and Shirley**

**Recreation & Parks Committee: Council Members Hallock, Ragsdale-Cronin and Shirley**

**Public Works Committee: Council Members Ragsdale-Cronin, Uy and Mayor Donaldson**

**Finance Committee: Council Members Ragsdale-Cronin, Shirley and Mayor Donaldson**



# 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 27, 2023

**TO:** Honorable Mayor and City Council

**FROM:** John Guertin, City Manager

**SUBJECT:** Ratify City Manager Authorization of Emergency Repair Work by Monterey Peninsula Engineering and GPS Solutions (Safeway Parking Lot Storm Drain Repair)

**CEQA:** This project is exempt from the California Environmental Quality Act (CEQA) Guidelines (CEQA Article 19, Section 15301, Class 1)

### Recommended Action

That the Council ratify the authorization of emergency storm drain repair work in the Safeway parking lot and authorize Finance staff to make the budgetary changes necessary for payment of the associated costs for the work conducted by Monterey Peninsula Engineering (MPE) and GPS Solutions.

### Discussion

On March 24, 2023, staff was alerted about a sinkhole in the Safeway parking lot near a manhole cover. Lacking clear information regarding the cause and severity of the damage, jurisdictional boundaries and responsibilities, and opting to quickly address public safety, the City Manager authorized emergency repair services to be conducted by Monterey Peninsula Engineering. The work was conducted between March 24<sup>th</sup> and 28<sup>th</sup> and the associated cost are \$33,677.00. The recommended action is for the Council to ratify the approval of the work and associated expenditures.

### Financial Impacts

The costs associated with the work conducted by MPE total \$33,677. The City also utilized the services of our contract Building Services provider, GPS, to oversee the work and coordinate the emergency response with the property owners and tenant. It is expected that a portion, if not all, of the costs for this project will be reimbursed to the City.

Costs are proposed to be budgeted using unassigned General Fund balances through a Supplemental Appropriation in the FY 2022-23 Budget as follows:

General Fund FB:

Transfers In to Capital Project	301-535-49101	\$35,000
Transfers Out from GF-FB	100-000-69100	\$35,000
Code Enforcement Services	100-160-63656	\$ 5,000

Respectfully Submitted,

\_\_\_\_\_  
John Guertin  
City Manager



**Monterey Peninsula Engineering**  
 P.O. Box 400  
 Marina, CA 93933  
 Ph: 831 384-4081  
 Fax: 831 883-1372

# INVOICE

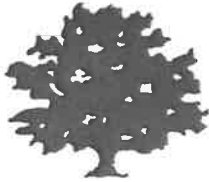
Date 4/14/23  
 Invoice # 23.04-01  
 MPE # 223016  
 LOG# 13161  
 Terms: Due upon receipt

Bill To:

CITY OF DEL REY OAKS  
 ATTN: RON FUCCI  
 650 CANYON DEL REY BLVD.  
 DEL REY OAKS, CA 93940

Copy To:

Item	DESCRIPTION	Rate	Amount
1	<p>EMERGENCY REPAIR SAFEWAY DRO</p> <p><u>3/24/23 - 3/28/23</u></p> <p>To include the following:                      EMERGENCY REPAIR AT SAFEWAY IN DEL REY OAKS                      SEE RECAP FOLLOWING</p>		
		<b>TOTAL</b>	<b>\$ 33,677.00</b>
Amounts Due from Previous Invoices Over 30 days Over 60 days Over 90 days Finance Rate 10%		Sub-Total: Finance Charge: SUB TOTAL Unpaid Balance Current Invoice Total	\$ 33,677.00  \$ 33,677.00  \$ 33,677.00



# 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 27, 2023

**TO:** Honorable Mayor and City Council

**FROM:** John Guertin, City Manager

**SUBJECT:** Ratify Approval of Contract with J.A. Fencing for Installation of Fencing Around the New Basketball Court

**CEQA:** This project is exempt from the California Environmental Quality Act (CEQA) Guidelines (CEQA Article 19, Section 15301, Class 1)

## Recommended Action

That the Council ratify the approval of a contract with J.A. Fencing for installation of fencing around the new basketball court in De Rey Park and authorize Finance staff to make the budgetary changes necessary for payment of the associated costs.

## Discussion

As part of park facility upgrades implemented over the past year, a new tiled basketball court was constructed through generous donations orchestrated by Del Rey Oaks resident Ryan Sanchez. The planned project included grading and pouring a new concrete pad, purchasing and installing a tiled court flooring surface, new baskets and full-sized backboards, and a surrounding fence. However, due to weather delays and cost increases in materials, the donations were not sufficient to cover the cost of installing the fence.

Shortly after completion of the court, staff began to notice signs of vehicles being driven through the park and across the new court. This activity resulted in damaged tiles and threatened the condition of the new court. For this reason, staff determined it was important to complete the project by installing the fencing.

The total cost for the installation of the fence was \$13,000. Expenditures exceeding \$10,000 require Council approval.

## Financial Impacts

The costs associated with the work conducted by J.A. Fencing total \$13,000.

Costs are proposed to be budgeted using American Rescue Plan Act (ARPA) balances through a Supplemental Appropriation in the FY 2022-23 Budget as follows:

ARPA Funds 223-528-66425	\$13,000
--------------------------	----------

**Attachments**

Invoice from J.A. Fencing totaling \$13,000.

Respectfully Submitted,

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John Guertin  
City Manager

# J. A. FENCING

## Proposal & Contract

Alex Campozano  
 Cell: (408)843-6833  
 Lic. # 949742  
 jafencing@ymail.com

Name: City Of Del Rey Oaks		Date: 1/29/23	Mobile# (831)713-0171
Mailing Address: 650 Cayon Del Rey			HM#
City, State, Zip Code: Del Rey Oaks Ca.93940		E-mail rfucci@delreyoaks.org	
Job Address, City, State and Zip Code: same			
Note: This proposal may be withdrawn by us if NOT accepted within 7 days			
Height: 8'		TYPE all black	
O.A. Length: 292'		Cleaning By:	
Gates:		Customer: <input type="checkbox"/>	
Chain Link <input checked="" type="checkbox"/>	11 Gauge: <input type="checkbox"/>	J. A. Fencing: <input checked="" type="checkbox"/>	
Slate: <input type="checkbox"/>	9 Gauge: <input checked="" type="checkbox"/>	Fence To:	
Vinyl: <input type="checkbox"/>	11.5 Gauge: <input type="checkbox"/>	Follow Contour: <input type="checkbox"/>	
Top Rail tension wire		Straight: <input checked="" type="checkbox"/>	
1.3/8" <input type="checkbox"/>	1.5/8" <input checked="" type="checkbox"/>	Special Tools:	
Post O.D.	Line 2 3/8"	Term 2 7/8"	gate

86'

60'

4' opening

**Underground release**

The Purchaser hereby relieves Jose A. Campozano, J. A. Fencing and all employees of any and all liability for under ground damages that may occur as a result of the installation. In addition, the Purchaser shall furnish in writing to Jose A. Campozano, J.A. Fencing, prior to the installation, the location and character of any underground wires, sewers, conduit, obstructions, conditions or restrictions of any nature which might interfere with, or be damaged by J.A. Fencing or be the cause of occasion of injuries or other damage.

**TOTAL: \$13,000.00**

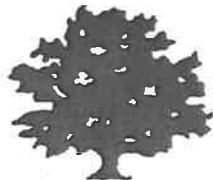
**WE PROPOSE TO:** Install a new 86 x 60' x 8' high chain link fence all black top and middle rail pipe. and bottom tension wire. post will be set on concrete approx. 10' on center

PAYMENT TERMS: Payment in full is due upon completion interest shall accrue immediately at a 1% per month and/or \$25 late penalty fee on overdue account. All delinquent account will be submitted to a collection agency insufficient funds/returned checks fee is \$25

Signed:

Customer's signature upon Satisfactory Completion: \_\_\_\_\_

Date: 5-25-23



# 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 27, 2023  
**TO:** Honorable Mayor and City Council  
**FROM:** John Guertin, City Manager  
**SUBJECT:** Nomination and Appointment of three Planning Commissioners for the term of June 2023-June 2027

**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

Appointment of three Planning Commissioners for the term of June 2023-June 2027

### Background

The 2023-2027 term for Planning Commissions is available for appointment. Planning Commissioners Denise Wood, Mike Burger and Louise Goetzelt’s terms are up in June 2023, leaving the three open seats for applications to be considered.

### Summary & Discussion

All three Planning Commissioners have re-applied for the positions and one resident would like to be considered as well. The applications to be considered are from Denise Wood, Mike Burger, Louise Goetzelt and Celine Pinet.

### Fiscal Impacts

None

### Recommended Action

### ATTACHMENTS:

1. Applications
2. Ballots

Respectfully Submitted,

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John Guertin, City Manager



# CITY OF DEL REY OAKS

## APPLICATION FOR APPOINTMENT

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

OFFICE TO WHICH YOU WISH TO BE APPOINTED: Planning Commission

NAME: Michael Burger

ADDRESS: 15 Baxter Place Del Rey Oaks, CA 93940 PHONE: 949-887-2037

OCCUPATION: Small Business Owner/Auto Repair  
234 Grand Avenue Pacific Grove, CA 93950

WORK ADDRESS: \_\_\_\_\_

HOW LONG HAVE YOU BEEN A RESIDENT OF DEL REY OAKS: 4.5 years  
Planning Commissioner

PREVIOUS SERVICE TO THE CITY: \_\_\_\_\_

EXPERIENCE RELATED TO THE APPOINTMENT: 2 Years. I am currently seated on the Del Rey Oaks Planning Commission.

WHY DO YOU WISH TO BE APPOINTED: I really enjoy the process and also being able to help people with their home improvements. There is also an opportunity to play a part in helping with the up coming Fort Ord Development. I feel I could be integral and helpful with making this an inclusive and successful development for the city and for the current/future residence.

AS FAR AS YOU KNOW, WHAT WILL BE EXPECTED OF YOU IF YOU ARE APPOINTED: Listening to and understanding applicant's needs and helping them comply with city ordinances so they can make their projects reality. Also working with fellow commissioners to help make decisions regarding the growth of the city.

REFERENCES (OPTIONAL):

NAME	ADDRESS	PHONE
Michael Hayworth	4 Carlton Dr Del Rey Oaks, CA	831-596-4303
Gil Campbell	3 Malcolm Pl Del Rey Oaks, CA	831-277-7020
Mike Zuccaro	12 Boronda Way Del Rey Oaks, CA	831-402-7335

SIGNATURE:  DATE: 4-10-23

RECEIVED  
MAY 01 2023  
CITY OF DEL REY OAKS  
CITY CLERK



# CITY OF DEL REY OAKS APPLICATION FOR APPOINTMENT

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

OFFICE TO WHICH YOU WISH TO BE APPOINTED: Planning Commissioner

NAME: Louise I. H. Goetzelt

ADDRESS: 532 Pheasant Ridge Rd PHONE: 831-717-4469

OCCUPATION: Retired

WORK ADDRESS: NA

HOW LONG HAVE YOU BEEN A RESIDENT OF DEL REY OAKS: 30 years residency/13 years physical domicile

PREVIOUS SERVICE TO THE CITY: Planning Commission: 2014-2015; 2022 - Present

City Council: 2018-2020; City Rep to Mosquito District: 2019 - Present; City Manager

Selection Committee: 2021; DRO Police Advisory Committee: 2020-Present

EXPERIENCE RELATED TO THE APPOINTMENT: 34 years as Military Police and Felony Investigator,culminating with planning, operations and supervision of 34 offices w/over 500 investigators; Served on the Monterey County Civil Grand Jury; Over 12 years as member/president of 3 different HOA Boards

WHY DO YOU WISH TO BE APPOINTED: DRO is a great place to live and has much to offer. We need to ensure this continues with potential for development, maintaining current quality of life, meeting housing needs sensibly and sustainably, while staying fiscally viable. There is no perfect answer. I believe in compromise, and will work to find that solution all parties can support.

AS FAR AS YOU KNOW, WHAT WILL BE EXPECTED OF YOU IF YOU ARE APPOINTED:  
Attend meetings, review and evaluate applications for land use and building permits; draft ordinances pertaining to land and building use, work on Housing and General plan revisions, advise city council.

REFERENCES (OPTIONAL):

NAME	ADDRESS	PHONE

SIGNATURE:  DATE: 1 May 2023



# CITY OF DEL REY OAKS

## APPLICATION FOR APPOINTMENT

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

OFFICE TO WHICH YOU WISH TO BE APPOINTED: Planning Commissioner

NAME: Celine Pinet

ADDRESS: 12 Serrano Way PHONE: 408 460 6462

OCCUPATION: Served as College Administrator for many years and now in the next chapter of my life. Serving as a PT faculty at CSUMB, as HC Art Council Board Member, and as a consultant.

WORK ADDRESS: CSUMB

HOW LONG HAVE YOU BEEN A RESIDENT OF DEL REY OAKS: 10+ years

PREVIOUS SERVICE TO THE CITY: Participated in various volunteer functions, including as DRO rep on TAMC tapping into my expertise in architecture and urban planning

EXPERIENCE RELATED TO THE APPOINTMENT: Ph.D. in Architecture and Urban Planning, 20 yrs of experience in design, planning, construction, infrastructure, urban considerations, zoning & codes, processes & policies. Twelve+ years of experience in public administration. Gained overarching knowledge of regional environmental policies implications (e.g. Fort Ord land, water issues, CA oaks health, neighborhood zones) when I was CIO of Monterey Peninsula College.

WHY DO YOU WISH TO BE APPOINTED: Our community depends on our stewardship and in this light, I proactivity called in during a DRO meeting and offered my volunteer services

AS FAR AS YOU KNOW, WHAT WILL BE EXPECTED OF YOU IF YOU ARE APPOINTED:  
The Planning Commission focuses on matters related to Building and Planning and is responsible to ensuring the look and feel of Del Rey Oaks consistent with the standards set forth by the founders. Including and not limited to assessing Architectural Review/Use Permit Apps. in line with DRO Planning & Building Guidelines as well as municipal & zoning codes.

REFERENCES (OPTIONAL):

NAME	ADDRESS	PHONE
Rick Johson	995 Portola Drive, Del Rey Oaks, 93940	831 224 3019

I can provide further DRO and/or current and previous work references upon requests and you can find 10 more recommendations at this link: <https://www.linkedin.com/in/drceline/>

SIGNATURE:  DATE: 5-18-2022

RECEIVED  
MAY 22 2023  
CITY OF DEL REY OAKS  
CITY CLERK



# CITY OF DEL REY OAKS APPLICATION FOR APPOINTMENT

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

OFFICE TO WHICH YOU WISH TO BE APPOINTED: Planning Commissioner

NAME: Denise Wood

ADDRESS: 988 Rosita Rd PHONE: 831-521-3777

OCCUPATION: Landscape Contractor

WORK ADDRESS: 988 Rosita Rd

HOW LONG HAVE YOU BEEN A RESIDENT OF DEL REY OAKS: 15 years

PREVIOUS SERVICE TO THE CITY: Planning Commissioner,

DROCAG member and past president

Parks and Rec Planning Commission Liason

EXPERIENCE RELATED TO THE APPOINTMENT: Current Planning Commissioner, active  
in community events, and professional experience working with residential development

WHY DO YOU WISH TO BE APPOINTED: To continue my service for the city to help make it an even  
better place to live.

AS FAR AS YOU KNOW, WHAT WILL BE EXPECTED OF YOU IF YOU ARE APPOINTED:  
Research agenda ideas, attend Planning Commission meeting and be a role model for the city.

REFERENCES (OPTIONAL):

NAME	ADDRESS	PHONE

SIGNATURE:  DATE: 5/19/2023

**BALLOT**

Choose Three (3)

- BURGER, Michael**
- GOETZELT, Louise**
- PINET, Celine**
- WOOD, Denise**

- 
- 
- 
- 

\_\_\_\_\_  
Council Member Ragsdale-Cronin

\_\_\_\_\_  
Date

Disclaimer: *Names are in the order in which the applications were received.*

**BALLOT**

Choose Three (3)

**BURGER, Michael**

**GOETZELT, Louise**

**PINET, Celine**

**WOOD, Denise**

\_\_\_\_\_  
Vice Mayor Shirley

\_\_\_\_\_  
Date

Disclaimer: *Names are in the order in which the applications were received.*

**BALLOT**

Choose Three (3)

**BURGER, Michael**

**GOETZELT, Louise**

**PINET, Celine**

**WOOD, Denise**

\_\_\_\_\_  
Council Member Hallock

\_\_\_\_\_  
Date

Disclaimer: *Names are in the order in which the applications were received.*

**BALLOT**

Choose Three (3)

- BURGER, Michael**
- GOETZELT, Louise**
- PINET, Celine**
- WOOD, Denise**

- 
- 
- 
- 

\_\_\_\_\_  
Mayor Donaldson

\_\_\_\_\_  
Date

Disclaimer: *Names are in the order in which the applications were received.*

**BALLOT**

Choose Three (3)

- BURGER, Michael**
- GOETZELT, Louise**
- PINET, Celine**
- WOOD, Denise**

- 
- 
- 
- 

\_\_\_\_\_  
Council Member Uy

\_\_\_\_\_  
Date

Disclaimer: *Names are in the order in which the applications were received.*

**TALLY OF BALLOTS**

**BURGER, Michael**  
**GOETZELT, Louise**  
**PINET, Celine**  
**WOOD, Denise**

Number of votes received	Check Top 3

\_\_\_\_\_  
Karen Minami, Deputy City Clerk

\_\_\_\_\_  
Date

Disclaimer: Names are in the order in which the applications were received.



# CITY OF DEL REY OAKS

## Staff Report

**TO:** Honorable Mayor and Council Members

**FROM:** John Guertin, City Manager

**DATE:** June 27, 2023

**SUBJECT:** Establishing an Appropriations Limit for FY 2023-2024

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**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. An appropriations limit of \$5,343,792 was calculated and established for Fiscal Year 2022-2023, and a new appropriations limit for Fiscal Year 2023-2024 has been calculated as \$5,563,197 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 2023-2024 in the amount of \$5,563,197.

Respectfully submitted,

John Guertin  
City Manager

**Attachments:**

Resolution for FY 2023-2024 Appropriation Limit  
Schedule 1-3

**RESOLUTION NO. 2023-11****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS  
ESTABLISHING AN APPROPRIATIONS LIMIT FOR THE FISCAL YEAR 2023-  
2024 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 2023-2024 shall be and is hereby set in the amount of \$5,563,197 for said fiscal year. The Appropriations from Proceeds of Taxes Subject to the Limit is \$2,785,103.

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 27, 2023 by the following vote:

**AYES:**  
**NAYS:**  
**ABSENT:**  
**ABSTAIN:**

---

Scott Donaldson,  
Mayor

ATTEST:

---

John Guertin  
City Manager

CITY OF DEL REY OAKS  
APPROPRIATIONS LIMIT CALCULATION  
FY 2023-2024

SCHEDULE 1

FY 2022-23 Appropriation Limit		<u>\$5,343,792</u>
Add: 2023-24 Multiplier	x	<u>1.0411</u>
2023-24 Appropriation Limit		<u><u>5,563,197</u></u>

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

California per Capita personal Income	4.44 percent
Change in City's population:	-0.32 percent

Convert the above percentages to factors and multiply

		1.0444
	x	<u>0.9968</u>
FY 2023-24 Multiplier		<u><u>1.0411</u></u>

CITY OF DEL REY OAKS  
SCHEDULE TO CATEGORIZE REVENUE  
FY 2023-2024

SCHEDULE 2

<u>GENERAL FUND</u>	<u>PROCEEDS FROM TAXES</u>	<u>NON-PROCEEDS FROM TAXES</u>
<u>TAXES</u>		
PROPERTY TAXES	767,700	
SALES TAX	1,313,000	
OTHER TAXES	519,000	
FRANCHISE FEES		178,500
<u>LICENSES AND PERMITS</u>		77,300
<u>FINES AND PENALTIES</u>		10,200
<u>INTERGOVERNMENTAL</u>		258,700
<u>USE OF PROPERTY</u>		96,200
<u>CHARGES FOR SERVICES</u>		1,468,185
<u>OTHER REVENUE</u>		0
<u>MX - TRANSPORTATION SAFETY &amp; INVESTMENT</u>	94,300	
<u>SB1 ROAD MAINTENANCE &amp; REHAB</u>	38,900	
<u>SPECIAL GAS TAX FUND</u>	46,500	0
ARPA Fund		0
Asset Forfeitures		5,000
<u>ALL FUNDS</u>		
INVESTMENT EARNINGS	5,703	4,297
	<u>2,785,103</u>	<u>2,098,382</u>
<u>INVESTMENT EARNINGS DISTRIBUTION</u>		
PROCEEDS FROM TAXES	2,779,400	57.03%
NON-PROCEEDS FROM TAXES	2,094,085	42.97%
	<u>4,873,485</u>	<u>100.00%</u>
General Fund	10,000	
Measure X Transportation Fund	0	
SB1 Road Maintenance Fund	0	
Special Gas Tax Fund	0	
Total Investment Earnings	<u>10,000</u>	

CITY OF DEL REY OAKS  
APPROPRIATIONS SUBJECT TO LIMITATION  
FY 2023-2024

SCHEDULE 3

Proceeds of Taxes	2,785,103
Exclusions:	<u>0</u>
<b>Appropriations Subject to Limitation</b>	<b>2,785,103</b>
Appropriations Limit	<u>5,563,197</u>
Appropriations Over/(Under) Limit	<u><u>(2,778,094)</u></u>



# CITY OF DEL REY OAKS

## Staff Report

**DATE:** June 27, 2023

**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 \$3,755,437 is currently returning 2.87%. 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, 2023.

**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 27<sup>th</sup> day of June 2023 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

\_\_\_\_\_  
John Guertin  
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 <sup>(g)</sup>	Unlimited	5 Years*	None
Certificates of Deposit	Unlimited	5 Years*	None
Negotiable Certificates	30%	5 Years*	None
Bankers Acceptances	40% <sup>b</sup>	180 Days	None
Commercial Paper	25% <sup>c</sup>	270 Days	A-1/P-1/F-1
L.A.I.F.	40 Million <sup>a</sup>	N/A	None
CalTRUST Investment Pool <sup>(h)</sup>	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 <sup>d, e</sup>
Medium Term Notes <sup>f</sup>	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.

Item C.

(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:

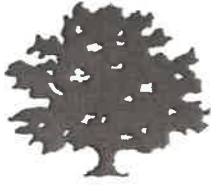
- A) Safety. The safety and risk associated with an investment refers to the potential loss of principal, interest or a combination of these amounts. Investments of the City of Del Rey Oaks shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain 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



# 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 Council Members  
**FROM:** John Guertin, City Manager  
**BY:** Roberto Moreno, RGS Senior Advisor  
**DATE:** June 27, 2023  
**SUBJECT:** Approval of the Proposed Budget for Fiscal Year 2023-2024

Attached for discussion and direction is the Proposed Budget for Fiscal Year 2023-2024. The Proposed FY 2023-2024 budget reflects a minimal increase in revenues as the City returns to more normal business cycle post pandemic. The operating expenditures essentially reflect a status quo budget.

### All Funds Budget Summary and Discussion

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

City of Del Rey Oaks						
FY 2023-24 Budget Summary by Fund						
Fund	Estimated Fund Balance 6/30/2023	Estimated Revenues FY 23-24	Interfund Transfers FY 23-24	Appropriations FY 23-24	Surplus (Deficit) FY 23-24	Estimated Fund Balance 6/30/2024
<u>100 General Fund</u>						
<u>Available</u>						
Unassigned-Economic Uncertain	1,652,182					1,652,182
Unappropriated	1,159,708					965,808
Available Fund Balance	<u>2,811,890</u>	4,698,800	(193,900)	(4,698,800)	(193,900)	<u>2,617,990</u>
<u>Special Revenue Funds</u>						
210 Gas Tax Fund	90,850	46,500		(25,000)	21,500	112,350
211 SB1 Fund	149,744	38,900		(150,000)	(111,100)	38,644
212 Measure X	14,539	94,400		(94,400)	-	14,539
221 FORA Habitat Management Fund	701,905	-		-	-	701,905
223 ARPA Fund	161,906	-		(100,000)	(100,000)	61,906
231 BSCC Officer Wellness & Health	14,500	-		(2,000)	(2,000)	12,500
235 Asset Forfeitures	-	5,000		-	5,000	5,000
<u>Capital Project Funds</u>						
301 Capital Projects Fund	-	-	193,900	(193,900)	-	-
311 Prop 68 Grant Fund	-	-			-	-
321 SBR Engineering Fund	-	-			-	-
322 SBR/GJM Intersection Fund	1,056,168	-			-	1,056,168
323 SBR Construction Fund	7,268,813	-			-	7,268,813
Total All Funds	<u>12,270,315</u>	<u>4,883,600</u>	<u>-</u>	<u>(5,264,100)</u>	<u>(380,500)</u>	<u>11,889,815</u>

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

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

The **Gas Tax Fund** is used to account for gas tax revenues received. For FY 2023-24, the fund shows a surplus of \$21,500. These funds can be used only for street maintenance and repair purposes. The City uses these monies for street sweeping and street lighting. The surplus funds are available to be used as a match for grants or built up for a major street project.

The **SB1 Fund** is used to account for gas tax revenues generated under SB1 otherwise known as the Road Rehabilitation Maintenance Act which can be spent only on street related purposes. For FY 23-24 staff is working on developing a project for the use of the \$38,644 estimated fund balance.

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

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

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

The American Rescue Plan Act (**ARPA**) **Fund** is used to account for the \$395,672 in federal monies the City is received. The budget process will consider appropriation of the \$61,906 remaining of these one-time monies.

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

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

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

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

### **Use of General Fund Fund Balance**

At June 30, 2022, the General Fund had an available fund balance of \$2,754,590 of which \$1,652,182 was reserved by Council for Economic Uncertainties. The following table shows the estimated future available fund balance:

<u>Date</u>	<u>Amount</u>	
06/30/22	\$2,754,590	Actual
06/30/23	\$2,811,890	Actual
06/30/24	\$2,617,990	Projected

For FY 2023-2024, staff recommends allocating \$300,000 of the fund balance to the Section 115 Trust. By contributing \$300,000, the City will get back on track to funding its Unfunded Accrued Liability in 10 years. By placing the funds in a 115 Trust, the City does not give up full control of these monies to CalPERS, but they would be set-aside for this specific purpose.

As part of the mid-year budget modifications for FY 2023-2024, staff will prepare for Council consideration a Fund Balance policy to guide use of the current and future fund balance. Some options for use of fund balance may include:

- Set the General Fund Economic Uncertainty Reserve at a set Percentage
- Invest additional funds in the Section 115 Trust yielding a higher rate of return
- Consider reduction of long-term debt
- Establish an Economic Development Reserve
- Fund Capital Projects

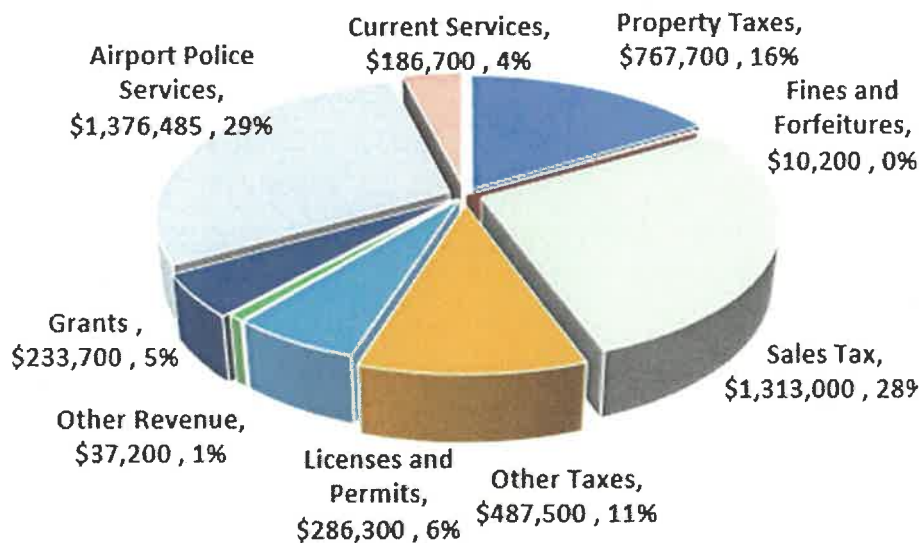
### General Fund Revenues & Expenditures

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

	FY 2023		FY 2024	Increase/ (Decrease)	Percent Change
	Current Year				
	Actual 05/31/2023	Current Budget	Proposed Budget		
<b>Revenue:</b>					
Airport Police Services	1,170,204	1,211,250	1,376,500	165,250	13.6%
Sales Tax	1,206,053	1,253,000	1,313,000	60,000	4.8%
Property Taxes	763,298	738,700	767,700	29,000	3.9%
Other Taxes	441,405	503,300	487,500	(15,800)	-3.1%
Licenses and Permits	299,299	311,300	286,300	(25,000)	-8.0%
Grants	198,871	216,400	233,700	17,300	8.0%
Current Services	160,024	162,700	186,700	24,000	14.8%
Other Revenue	45,904	37,200	37,200	-	0.0%
Fines and Forfeitures	764	5,200	10,200	5,000	96.2%
<b>Total Estimated Revenue</b>	<b>4,285,822</b>	<b>4,439,050</b>	<b>4,698,800</b>	<b>259,750</b>	<b>5.9%</b>

### Revenues

General Fund revenues are estimated to increase by \$259,750, a 5.9% increase. The major reason is an increase of \$165,235 in Airport Police Services, an increase of \$60,000 in Sales Tax as sales tax revenue returns to pre-pandemic levels and \$29,000 in Property Taxes. FY 2023-24 also reflects a decrease of \$25,000 Licenses and Permit and \$15,800 in Other Taxes due to a decrease in Cannabis taxes and fees. For the revenue detail refer to the FY 2023-2024 Proposed Budget Detail.



Expenditures

The General Fund Operating Budget shows an 8.1% increase in expenditures.

Below is a General Fund summary by department followed by a brief discussion about each department.

	FY 2023		FY 2024	Increase/ (Decrease)	Percent Change
	Current Year		Proposed Budget		
	Actual 05/31/2023	Current Budget			
<b>Expenditures:</b>					
Police	2,205,112	2,465,900	2,662,970	197,070	8.0%
City Clerk	332,510	435,260	440,400	5,140	1.2%
City Manager	258,304	291,960	321,800	29,840	10.2%
Public Works/Streets	232,527	258,750	313,530	54,780	21.2%
Audit/Treasurer	187,056	227,200	288,100	60,900	26.8%
Fire/Animal Control	164,327	219,100	227,600	8,500	3.9%
Legal	118,827	201,500	201,500	-	0.0%
Planning & Building	126,626	113,240	105,400	(7,840)	-6.9%
Parks/Recreation	44,396	44,500	43,500	(1,000)	-2.2%
Non-Departmental	26,194	33,640	42,700	9,060	26.9%
Council	23,696	33,600	32,200	(1,400)	-4.2%
Government Buildings	9,620	22,100	19,100	(3,000)	-13.6%
<b>Total Operating Budget</b>	<b>3,729,195</b>	<b>4,346,750</b>	<b>4,698,800</b>	<b>352,050</b>	<b>8.1%</b>

Major Points

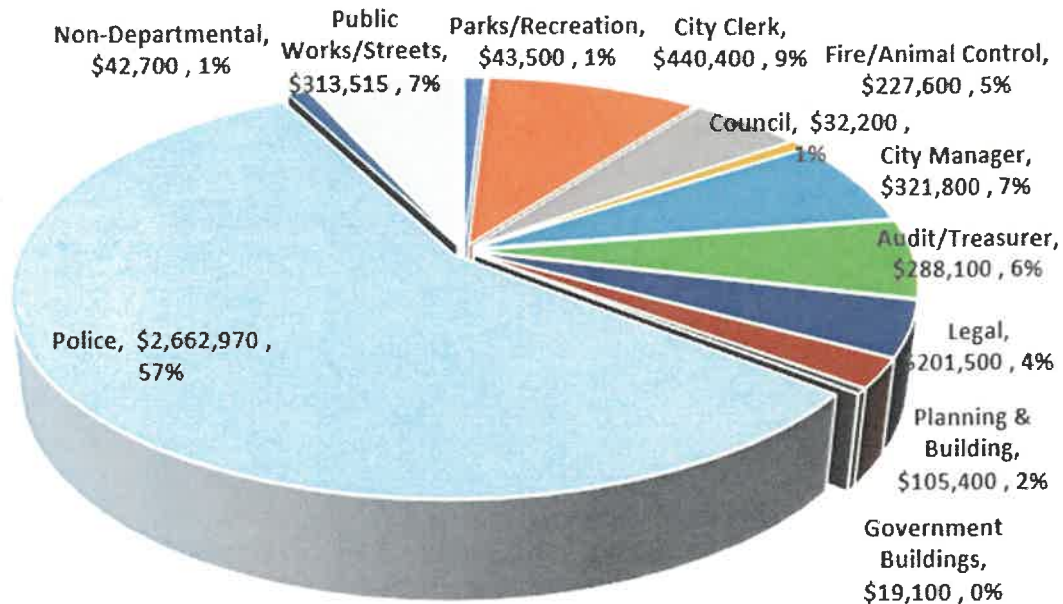
- Personnel costs reflect a 5% COLA for all staff.
- The Housing Element update is proposed to be funded in the new Capital Projects Fund since it is a one-time cost. It will be funded from the General Fund fund balance.
- Police staffing continues at 10 positions, which reflects one vacancy.

Major Changes by Department

- The Police increase is due to one vehicle replacement, a five-year contract with Motorola for the body and car cameras, increase in health and liability insurances

- The City Clerk increase is due to health insurance increase
- The City Manager increase is due to \$16,170 contingency amount
- The Public Works increase is due to a \$18,945 contingency and the transfer of the Organic Waste Services from City Clerk.
- The Audit/Treasurer increase is due to the grant writing services for \$30,000 and the renewal of the RGS contract \$27,900.
- Fire has slight increase per the agreement with the City of Seaside.
- Legal is unchanged.
- Planning and Building reflects a decrease of \$10,000 in Economic Development Services
- Parks and Recreation decreased by \$1,000 due to reduction in Travel budget
- Non-departmental increase due to membership and contributions to other agencies
- Council has a slight decrease of \$1,400 partly due to reduction in Strategic Planning budget
- Government Building decreased by \$3,000 due to reduction in repairs and maintenance

For the detail to the Expenditures refer to the attached FY 2023-24 Proposed Budget Detail.



**Capital Improvements**

The FY 2023-2024 budget includes an estimated \$193,900 in capital projects as summarized below:

Capital Improvement Projects:	
Housing Element Cost - 6th Cycle	\$ 138,900
Vehicle Replacement	35,000
City Hall Facility Repairs & Upgrades	10,000
Council Chamber Technology Project	10,000
<b>Total</b>	<b>\$ 193,900</b>

Each project is funded from General Fund Fund Balance.

**RECOMMENDATION**

Staff recommends the adoption of the FY 2023-2024 Proposed Budget along with the attachments:

- Attachment A-FY 2023-2024 Salary Schedule
- Attachment B-FY 2023-2024 Position Control

**CONCLUSION**

The Council's approval of this budget and supporting resolutions will continue a positive economic strategic path for the City of Del Rey Oaks.

Respectfully submitted,

John Guertin  
City Manager

- Attachments:
- FY 2023-2024 Proposed Budget
  - Attachment A-FY 2023-2024 Salary Schedule
  - Attachment B-FY 2023-2024 Position Control



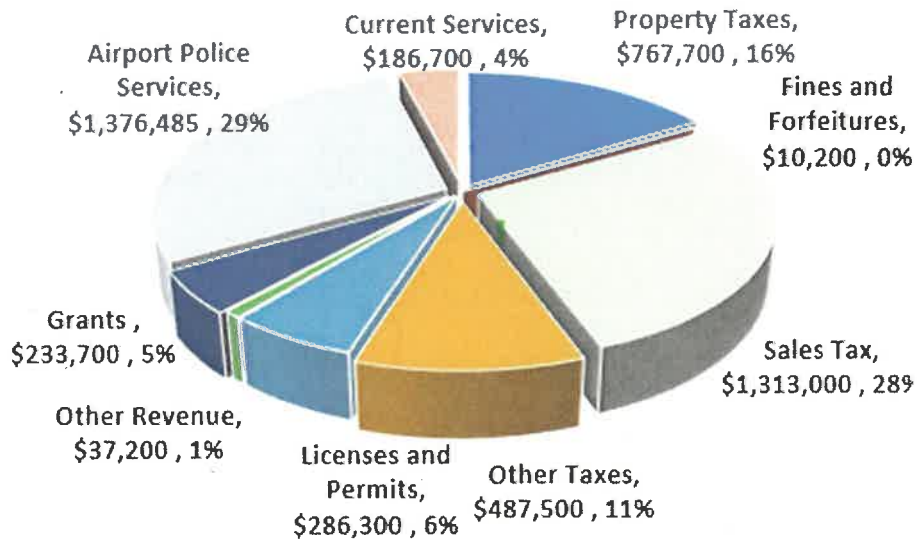
## The FY 2023-2024 Budget in Brief

### FY 2023-2024 General Fund Estimated Revenues

As shown in the table below, 73.5% of the General Fund revenue comes from three sources – Airport Police Services, Sales Tax and Property Taxes.

**Revenue:**

Airport Police Services	\$	1,376,485	29.3%
Sales Tax	\$	1,313,000	27.9%
Property Taxes	\$	767,700	16.3%
Other Taxes	\$	487,500	10.4%
Licenses and Permits	\$	286,300	6.1%
Grants	\$	233,700	5.0%
Current Services	\$	186,700	4.0%
Other Revenue	\$	37,200	0.8%
Fines and Forfeitures	\$	10,200	0.2%
<b>Total Estimated Revenue</b>	<b>\$</b>	<b>4,698,785</b>	<b>100.0%</b>

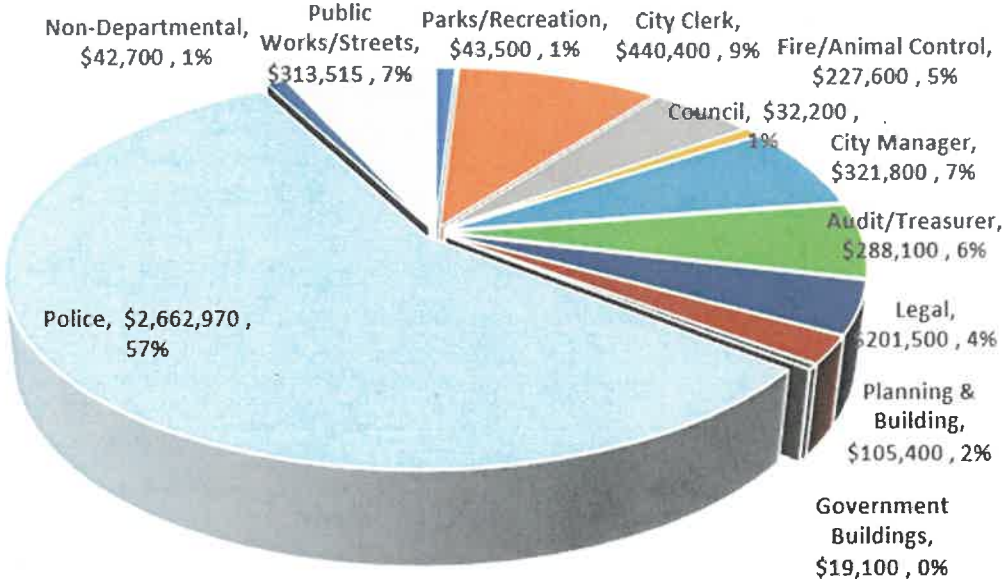


**FY 2023-2024 General Fund Operating Budget**

The FY 2023-2024 General Fund recommended operating budget totals \$4,698,785. Police department expenditures represent the largest expense at 56.67% of the operating budget. The proposed FY 2023-2024 General Fund operating budget, by department/service activity is as follows:

**Expenditures:**

Parks/Recreation	\$ 43,500	0.93%
City Clerk	\$ 440,400	9.37%
Fire/Animal Control	\$ 227,600	4.84%
Council	\$ 32,200	0.69%
City Manager	\$ 321,800	6.85%
Audit/Treasurer	\$ 288,100	6.13%
Legal	\$ 201,500	4.29%
Planning & Building	\$ 105,400	2.24%
Government Buildings	\$ 19,100	0.41%
Police	\$ 2,662,970	56.67%
Non-Departmental	\$ 42,700	0.91%
Public Works/Streets	\$ 313,515	6.67%
<b>Total Operating Budget</b>	<b>\$ 4,698,785</b>	<b>100%</b>



Fourteen full-time positions are proposed for FY 2023-2024. Eleven Police positions are authorized but only 10 positions are filled for FY 2023-2024 Budget.

**City of Del Rey Oaks  
FY 2024 Proposed Budget**

	FY 2022		FY 2023		FY 2024	Increase/ (Decrease)	Percent Change
	Actual (06/30/2022)	Revised Budget (06/30/2022)	Current Year Actual 05/31/2023	Current Budget			
<b>100 - General Fund</b>							
<b>Revenue</b>							
Non Department Specific							
P/T-Secured	515,678	510,000	531,578	520,200	531,000	10,800	
P/T-Unsecured	22,981	22,000	24,140	24,000	24,500	500	
P/T-Prior Secured	6,589	6,000	3,806	6,000	6,100	100	
Prior Unsecured	-	100	-	100	100	-	
P/T-Unitary Tax	9,616	8,500	10,529	8,600	10,000	1,400	
P/T-Supplemental Roll (SB813)	13,619	10,000	13,082	12,000	12,200	200	
Property Tax - VLF	171,712	166,000	179,366	167,000	183,000	16,000	
Prop/Tax-Interest/Penalty	335	1,000	797	800	800	-	
Sales Tax	565,679	490,000	348,645	450,000	470,000	20,000	
Sales Tax - Add On (Measure S-1% of Local Sales Tax)	998,484	900,000	857,408	803,000	562,000	(241,000)	
Sales Tax - Add On (Measure R-1% of Local Sales Tax)					281,000	281,000	
Cannabis Tax	173,153	200,000	93,788	120,000	99,000	(21,000)	
Transient Occupancy Tax	93,763	75,000	149,085	190,000	190,000	-	
Property Transfer Tax	-	9,200	7,680	5,000	5,000	-	
Sewer Impact	19,874	15,000	20,766	15,000	15,000	-	
Business Licenses	161,659	215,000	212,153	215,000	210,000	(5,000)	
Gas Franchises	285	5,800	8,071	5,800	8,000	2,200	
Electric Franchises	17,353	18,500	21,570	18,500	21,500	3,000	
Garbage Franchises	106,900	100,000	98,003	100,000	100,000	-	
Cable Tv Franchises	28,329	26,000	27,257	26,000	26,000	-	
Water Franchises	22,777	22,000	22,865	23,000	23,000	-	
SB1186 Disability Access Fund	1,112	1,000	1,729	1,000	1,000	-	
SB1473 Environmental Assessment Fee	62	100	70	100	100	-	
Building Permits	37,268	40,000	43,368	40,000	40,000	-	
Cannabis Business Permit	30,000	30,000	15,089	30,000	10,000	(20,000)	
Plan Check Fees	18,871	17,000	21,349	17,000	17,000	-	
Street Opening Permits Fees	4,450	5,000	3,250	5,000	5,000	-	
Plumbing Permits	2,125	1,600	2,750	1,600	1,600	-	

**City of Del Rey Oaks  
FY 2024 Proposed Budget**

	FY 2022		FY 2023		FY 2024	Increase/ (Decrease)	Percent Change
	Actual (06/30/2022)	Revised Budget (06/30/2022)	Current Year Actual 05/31/2023	Current Budget			
Electrical Permits	1,000	1,600	875	1,600	1,600	-	
Other Licenses/Permits	-	1,000	395	1,000	1,000	-	
Fines & Forfeitures	-	200	499	200	200	-	
Vehicle Code Fines	3,668	5,000	550	5,000	5,000	-	
Parking and Admin Citations			729		5,000	5,000	5,000
Interest Earned	12,073	20,000	6,247	10,000	10,000	-	
Rental Income - Garden Ctr	42,000	36,000	33,000	36,000	36,000	-	
Rental Income - Airport RV	37,700	35,000	31,900	35,000	35,000	-	
Rental Income - PW Bldg	12,000	12,000	15,000	-	24,000	24,000	24,000
HOPTR	2,163	1,200	1,030	1,200	1,200	-	
Vehicle License Collection	856	-	2,930	-	-	-	
COPS	161,285	161,000	156,938	165,200	165,200	-	
AMBAG REAP Grant - Housing Element	17,669	57,179	7,756	-	-	-	
HCD LEAP Grant - Housing Element	27,353	65,000	15,524	-	-	-	
SB1383 Organics Recycling	20,164	-	6,292	-	9,000	9,000	9,000
Prop 172	41,704	25,000	19,006	25,000	25,000	-	
Wellness Program	7,500	7,500	7,500	7,500	7,500	-	
Police Grants Other Agencies	2,500	5,000	-	21,700	5,000	(16,700)	
POST Reimbursements	-	-	4,861	-	3,000	3,000	3,000
DEA Reimbursements					44,000	22,000	22,000
Police Service Fees	720	1,000	3,250	1,000	1,000	-	
Police Services-Special Events	50,400	48,000	29,050	48,000	48,000	-	
Public Events	-	5,000	-	5,000	5,000	-	
Use Permits	21,934	20,000	28,830	20,000	20,000	-	
Maps/Publications	36	100	-	100	100	-	
Property Inspections	6,750	4,500	3,250	4,500	4,500	-	
Miscellaneous Revenue	7,815	10,000	10,794	10,000	10,000	-	
Donations	1,500	-	-	-	-	-	
Rental - Park	5,360	3,100	4,950	3,100	3,100	-	
Miscellaneous Refunds	23,720	-	6,268	-	-	-	
Restitution	70,720	70,700	-	-	-	-	
<b>Total Non Department Specific</b>	<b>3,601,264</b>	<b>3,489,879</b>	<b>3,115,618</b>	<b>3,227,800</b>	<b>3,322,300</b>	<b>94,500</b>	

**City of Del Rey Oaks  
FY 2024 Proposed Budget**

	FY 2022		FY 2023		FY 2024	Increase/ (Decrease)	Percent Change
	Actual (06/30/2022)	Revised Budget (06/30/2022)	Current Year Actual 05/31/2023	Current Budget	Proposed Budget		
<b>Police</b>							
Airport Police Services	1,122,289	1,083,650	1,170,204	1,211,250	1,376,500	165,250	
Total Police	1,122,289	1,083,650	1,170,204	1,211,250	1,376,500	165,250	
<b>Total Revenue</b>	<b>4,723,553</b>	<b>4,573,529</b>	<b>4,285,822</b>	<b>4,439,050</b>	<b>4,698,800</b>	<b>259,750</b>	<b>5.9%</b>
<b>Expense</b>							
<b>Council</b>							
Council Member Stipend	7,500	9,000	6,775	9,000	7,500	(1,500)	
Medicare	109	110	98	200	200	-	
Social Security	155	-	420	-	500	500	
Unemployment Ins-Fed & State	15	-	63	-	100	100	
Dental Expense	5,971	7,000	4,785	7,400	11,400	4,000	
Materials/Supply	171	-	-	-	-	-	
Member/Dues/Contributions	5,555	2,000	4,939	2,000	4,000	2,000	
Strategic Planning	10,960	12,000	2,091	12,000	5,000	(7,000)	
Travel Expenses	1,226	3,000	4,525	3,000	3,500	500	
<b>Total Council</b>	<b>31,662</b>	<b>33,110</b>	<b>23,696</b>	<b>33,600</b>	<b>32,200</b>	<b>(1,400)</b>	<b>-4.2%</b>
<b>City Clerk</b>							
Payroll	104,587	141,100	125,228	142,800	149,600	6,800	
Temp Payroll	29,142	25,000	-	10,000	10,000	-	
Overtime	2,847	5,000	6,594	20,000	20,000	-	
PERS UAL	32,972	34,200	38,622	40,000	36,900	(3,100)	
PERS Retirement	9,659	11,700	8,549	11,700	13,800	2,100	
Medicare	1,723	2,100	1,866	2,100	2,200	100	
Social Security	432	-	-	-	-	-	
Unemployment Ins-Fed & State	115	-	196	-	200	200	
Dental Expense	3,030	3,500	2,098	3,400	3,200	(200)	
Health Insurance	44,990	43,500	36,905	47,200	60,500	13,300	
Health Insurance -Retiree	590	-	-	1,860	1,800	(60)	
Vision Ins	297	500	261	500	500	-	
Workers Comp	11,312	11,400	11,091	7,900	9,100	1,200	

**City of Del Rey Oaks  
FY 2024 Proposed Budget**

	FY 2022		FY 2023		FY 2024		Increase/ (Decrease)	Percent Change
	Actual (06/30/2022)	Revised Budget (06/30/2022)	Current Year Actual 05/31/2023	Current Budget	Proposed Budget			
Wellness Program	585	1,000	1,155	1,100	1,000	(100)		
Materials/Supply	15,308	16,300	10,080	16,300	16,300	-		
Office Supplies	10,499	11,200	5,365	11,200	11,200	-		
Repair/Maintenance	-	-	2,805	3,000	3,000	-		
Shredding Services	-	-	310	-	1,000	1,000		
Telephone	6,672	7,680	6,987	7,680	7,700	20		
Internet	311	-	-	-	-	-		
Software/Server Subscription	-	-	-	-	2,000	2,000		
Website Design & Maintenance	191	3,200	1,106	3,800	3,800	-		
Postage / Shipping	2,424	2,400	4,211	2,400	4,000	1,600		
Training	-	-	913	5,000	5,000	-		
Liability & Property Insurance	13,160	13,200	13,266	14,900	17,600	2,700		
Contract Services - IT	9,076	5,000	6,319	5,000	6,000	1,000		
HR Services-RGS	18,078	40,000	51	31,500	31,500	-		
Organic Waste Regs Services (SB1383)	4,200	12,000	25,614	12,000	-	(12,000)		
Agenda Management System	-	-	-	4,920	5,000	80		
Document Management System	-	-	-	1,500	1,500	-		
Municipal Code Service	2,950	10,000	6,221	10,000	10,000	-		
Records Retention Services	2,450	5,000	-	5,000	-	(5,000)		
Member/Dues/Contributions	920	1,000	1,193	1,000	1,000	-		
Printing & Publications	-	-	3,035	-	2,000	2,000		
Election Cost	-	-	12,469	8,500	-	(8,500)		
Furniture, Equipment & Vehicles	-	-	-	3,000	3,000	-		
<b>Total City Clerk</b>	<b>328,520</b>	<b>405,980</b>	<b>332,510</b>	<b>435,260</b>	<b>440,400</b>	<b>5,140</b>	<b>1.2%</b>	
<b>City Manager</b>								
Payroll	162,766	180,000	171,593	187,000	192,500	5,500		
PERS UAL	576	600	893	900	1,000	100		
PERS Retirement	12,915	13,700	10,805	13,100	14,800	1,700		
Medicare	2,606	2,700	2,484	2,500	2,800	300		
Unemployment Ins-Fed & State	84	-	77	-	100	100		
Dental Expense	2,036	1,600	2,126	1,700	1,600	(100)		
Health Insurance	31,088	21,800	32,091	23,600	30,200	6,600		

**City of Del Rey Oaks  
FY 2024 Proposed Budget**

	FY 2022		FY 2023		FY 2024	Increase/ (Decrease)	Percent Change
	Actual (06/30/2022)	Revised Budget (06/30/2022)	Current Year Actual 05/31/2023	Current Budget			
Vision Ins	270	500	296	200	200	-	
Workers Comp	11,873	11,900	11,191	9,700	11,700	2,000	
Wellness Program	577	500	-	500	500	-	
Deferred Comp	-	12,000	-	-	-	-	
Admin Leave	8,077	7,000	-	7,000	-	(7,000)	
Auto Allowance	4,933	5,400	4,777	5,400	5,400	-	
Office Supplies	1,435	1,530	138	1,530	1,500	(30)	
Liability & Property Insurance	13,850	13,900	14,327	18,200	22,700	4,500	
Member/Dues/Contributions	4,782	3,500	2,119	3,500	3,500	-	
Books and Periodicals	-	300	-	300	300	-	
Travel Expenses	-	8,000	387	8,000	8,000	-	
Contingency	-	-	5,000	8,830	25,000	16,170	
<b>Total City Manager Audit/Treasurer</b>	<b>257,868</b>	<b>284,930</b>	<b>258,304</b>	<b>291,960</b>	<b>321,800</b>	<b>29,840</b>	<b>10.2%</b>
Dental Expense	-	-	20	-	-	-	
ADP Payroll Fees	4,694	7,100	1,400	7,100	3,500	(3,600)	
Bank Service Charges	1,757	1,000	5,053	1,000	4,600	3,600	
Grant Writing Services	-	-	-	-	30,000	30,000	
Accounting Software	3,593	3,600	3,881	3,600	3,600	-	
Annual Audit	45,796	35,000	11,812	31,000	34,000	3,000	
Actuarial Services	-	-	-	4,500	4,500	-	
Accounting Services-RGS	219,450	180,000	164,890	180,000	207,900	27,900	
<b>Total Audit/Treasurer</b>	<b>275,290</b>	<b>226,700</b>	<b>187,056</b>	<b>227,200</b>	<b>288,100</b>	<b>60,900</b>	<b>26.8%</b>
<b>Legal</b>							
Legal Services	161,718	225,000	116,562	200,000	200,000	-	
Legal Advert	1,617	1,500	2,265	1,500	1,500	-	
<b>Total Legal</b>	<b>163,335</b>	<b>226,500</b>	<b>118,827</b>	<b>201,500</b>	<b>201,500</b>	<b>-</b>	<b>0.0%</b>
<b>Planning &amp; Building Regulation</b>							
Economic Development Services	20,879	30,000	7,656	30,000	20,000	(10,000)	
Planning Services	38,068	42,800	63,121	40,000	40,000	-	
Contract Services - Housing Element	35,079	64,600	13,958	-	-	-	
Building Inspections Services	44,850	52,200	36,879	30,240	32,400	2,160	

**City of Del Rey Oaks  
FY 2024 Proposed Budget**

	FY 2022		FY 2023		FY 2024		
	Actual (06/30/2022)	Revised Budget (06/30/2022)	Current Year Actual 05/31/2023	Current Budget	Proposed Budget	Increase/ (Decrease)	Percent Change
Engineering Services	2,718	5,000	-	5,000	5,000	-	
Code Enforcement Services	-	-	5,012	5,000	5,000	-	
Member/Dues/Contributions	1,364	-	-	-	-	-	
Travel Expenses	-	3,000	-	3,000	3,000	-	
<b>Total Planning &amp; Building Regulation</b>	<b>142,958</b>	<b>197,600</b>	<b>126,626</b>	<b>113,240</b>	<b>105,400</b>	<b>(7,840)</b>	<b>-6.9%</b>
<b>Government Buildings</b>							
Repair/Maintenance	12,998	20,000	7,220	20,000	16,100	(3,900)	
Janitorial Services	2,063	2,100	2,400	2,100	3,000	900	
<b>Total Government Buildings</b>	<b>15,061</b>	<b>22,100</b>	<b>9,620</b>	<b>22,100</b>	<b>19,100</b>	<b>(3,000)</b>	<b>-13.6%</b>
<b>Non-Departmental</b>							
Materials/Supply	3,180	6,120	1,926	6,120	6,200	80	
Telephone	748	1,120	67	1,120	1,000	(120)	
Liability & Property Insurance	14,802	-	12,067	12,100	13,000	900	
Member/Dues/Contributions	19,909	13,000	11,631	13,000	21,200	8,200	
Misc Expenses	192	1,000	314	1,000	1,000	-	
S.M.I.P.	104	200	140	200	200	-	
Sb 1473	39	100	49	100	100	-	
<b>Total Non-Departmental</b>	<b>38,974</b>	<b>21,540</b>	<b>26,194</b>	<b>33,640</b>	<b>42,700</b>	<b>9,060</b>	<b>26.9%</b>
<b>Police</b>							
Payroll	793,170	825,000	879,627	1,026,100	1,081,000	54,900	
Overtime	119,836	129,300	139,366	170,000	110,000	(60,000)	
Overtime-DEA	-	-	-	-	44,000	44,000	
Overtime-Cannabis Grant	-	-	-	-	-	-	
Reserves Payroll	86,929	110,300	76,140	77,000	80,000	3,000	
PERS UAL - After 06/30/18	-	-	-	6,100	1,000	(5,100)	
PERS UAL	91,169	94,400	105,353	105,400	102,000	(3,400)	
PERS Retirement	100,666	117,600	95,862	127,500	136,500	9,000	
PERS 457 Expense	38,150	36,000	28,500	36,000	32,400	(3,600)	
Medicare	20,798	13,500	15,883	14,900	15,700	800	
Social Security	1,355	-	4,006	-	1,600	1,600	
Unemployment Ins-Fed & State	607	-	10,465	-	10,500	10,500	
Dental Expense	21,921	21,100	13,472	19,400	17,900	(1,500)	

**City of Del Rey Oaks  
FY 2024 Proposed Budget**

	FY 2022		FY 2023		FY 2024	Increase/ (Decrease)	Percent Change
	Actual (06/30/2022)	Revised Budget (06/30/2022)	Current Year Actual 05/31/2023	Current Budget			
Health Insurance	254,760	261,800	214,880	241,900	296,400	54,500	
Health Insurance-Retiree (OPEB)	890	700	1,587	1,800	2,000	200	
Vision Ins	2,984	3,200	2,213	2,900	2,900	-	
Workers Comp	123,447	123,500	166,139	212,800	172,400	(40,400)	
Wellness Program	5,330	5,000	2,440	5,300	5,300	-	
Uniform Allowance	12,000	10,000	4,250	10,000	10,000	-	
Deferred Comp	-	-	-	-	-	-	
Admin Leave	142,223	149,500	-	-	-	-	
Materials/Supply	31,380	45,000	35,615	45,000	35,000	(10,000)	
Ammunition	4,469	4,000	4,932	5,000	5,000	-	
Office Supplies	2,438	3,000	3,892	3,000	3,000	-	
PD Safety Equip Lease - Principal	40,610	30,000	8,039	24,300	24,300	-	
PD Safety Equip Lease - Interest	-	-	674	1,000	1,000	-	
Auto Ops - Supplies / Equip	298	2,500	1,371	2,500	2,500	-	
Auto Ops - Fuel	27,974	26,000	27,643	30,000	30,000	-	
Repair/Maintenance	10,115	14,000	10,354	14,000	14,000	-	
Shredding Services	-	-	310	1,000	1,000	1,000	
Telephone	13,093	14,000	20,983	14,000	14,000	-	
Internet	6,238	-	868	2,500	2,500	-	
Annual Maintenance-Records Management Software	-	3,400	6,014	3,400	6,020	2,620	
Annual Maintenance	-	-	3,276	3,400	3,400	-	
Annual Maintenance-MDT (Mobile Data Terminals)	196	500	378	500	3,300	3,300	
Postage / Shipping	5,894	10,000	10,451	15,000	500	-	
Training	80,954	81,000	120,653	111,800	15,000	-	
Liability & Property Insurance	-	-	-	4,500	127,100	15,300	
Annual Audit	9,424	6,000	6,550	6,000	4,500	-	
Contract Services - IT	682	3,000	-	3,000	6,000	-	
Contract Services -County	1,238	2,000	2,400	2,000	4,200	4,200	
HR Services-RGS	78,899	85,000	73,530	73,300	3,000	-	
Janitorial Services	-	-	-	2,000	3,000	1,000	
9.11- Radio Dispatch	-	-	-	73,300	58,500	(14,800)	
9.11-Inform MDT Terminal Service	-	-	-	-	1,500	1,500	

**City of Del Rey Oaks  
FY 2024 Proposed Budget**

	FY 2022		FY 2023		FY 2024		
	Actual (06/30/2022)	Revised Budget (06/30/2022)	Current Year Actual 05/31/2023	Current Budget	Proposed Budget	Increase/ (Decrease)	Percent Change
911-Notification System					400	400	
911-NGEN O & M					8,000	8,000	
911-NGEN Debt					5,200	5,200	
Parking and Admin Citations					5,000	5,000	
Auto Repair/Maintenance	12,890	14,000	13,376	14,000	14,000	-	
Animal Regulation	160	500	-	500	500	-	
Fund Jail & Prisoner	-	200	28	200	200	-	
ACJIS System Police	9,815	9,000	7,318	9,000	9,000	-	
Software/Server Subscription			7,594		12,000	12,000	
Computer Server			3,454		3,500	3,500	
Personnel Recruit & Pre-Employment	1,062	3,000	1,821	3,000	3,000	-	
Member/Dues/Contributions	4,819	3,100	4,727	4,000	4,000	-	
Books and Periodicals	778	900	631	900	900	-	
Printing & Publications			2,655		3,000	3,000	
Travel Expenses	14,355	12,000	14,207	13,000	13,000	-	
Motorola-Body & Car Cameras+Storage&Software					21,350	21,350	
Vehicle Purchase					70,000	70,000	
Equipment			51,185		-	-	
<b>Total Police</b>	<b>2,174,016</b>	<b>2,273,000</b>	<b>2,205,112</b>	<b>2,465,900</b>	<b>2,662,970</b>	<b>197,070</b>	<b>8.0%</b>
<b>Fire/Animal Control</b>							
Fire Seaside	214,321	214,700	164,327	219,100	227,600	8,500	
<b>Total Fire/Animal Control</b>	<b>214,321</b>	<b>214,700</b>	<b>164,327</b>	<b>219,100</b>	<b>227,600</b>	<b>8,500</b>	<b>3.9%</b>
<b>Public Works/Streets</b>							
Payroll	75,891	75,900	73,742	79,700	83,600	3,900	
Overtime	164	3,000	-	3,000	3,000	-	
PERS UAL	576	600	893	1,000	1,000	-	
PERS Retirement	5,648	5,800	4,986	6,000	6,500	500	
Medicare	1,170	1,100	1,065	1,200	1,300	100	
Unemployment Ins-Fed & State	42	-	77	-	100	100	
Dental Expense	1,693	1,800	1,397	1,700	1,600	(100)	
Health Insurance	23,914	21,800	24,685	23,600	30,300	6,700	
Vision Ins	198	300	182	300	300	-	

**City of Del Rey Oaks  
FY 2024 Proposed Budget**

	FY 2022		FY 2023		FY 2024	Increase/ (Decrease)	Percent Change
	Actual (06/30/2022)	Revised Budget (06/30/2022)	Current Year Actual 05/31/2023	Current Budget			
Workers Comp	5,061	5,100	4,578	4,400	5,200	800	
Wellness Program	525	500	614	500	500	-	
Materials/Supply	13,117	16,500	11,486	16,500	16,500	-	
Office Supplies	118	1,530	515	1,530	1,500	(30)	
Auto Ops - Supplies / Equip	1,300	2,500	1,813	2,500	2,500	-	
Auto Ops - Fuel	5,549	4,000	6,026	5,000	5,000	-	
Repair/Maintenance	32,524	41,000	39,994	41,000	41,000	-	
Gabilan Crew	5,000	5,000	-	5,000	5,000	-	
Utilities-PG&E	12,630	12,000	14,117	12,000	15,000	3,000	
Utilities-Water	4,055	3,200	3,625	3,200	4,000	800	
Training	-	-	-	5,000	5,000	-	
Insurance- Liability & Property	5,419	5,500	10,000	5,500	10,800	5,300	
Insurance-Vehicle	-	-	-	-	4,500	4,500	
Organic Waste Regs Services (SB1383)	-	-	-	-	9,000	9,000	
Auto Repair/Maintenance	6,189	7,000	2,724	8,300	8,300	-	
Printing & Publications	-	-	1,896	-	1,250	1,250	
Storm Water Project - Phase 4	20,375	23,000	21,037	23,000	23,000	-	
Storage Shed	-	-	7,075	-	-	-	
Contingency	-	-	-	8,820	27,780	18,960	
<b>Total Public Works/Streets</b>	<b>221,158</b>	<b>237,130</b>	<b>232,527</b>	<b>258,750</b>	<b>313,530</b>	<b>54,780</b>	<b>21.2%</b>
<b>Parks/Recreation</b>							
Materials/Supply	10,419	16,500	5,209	16,500	15,500	(1,000)	
Repair/Maintenance	12,947	25,000	29,108	25,000	25,000	-	
Utilities/Water	3,170	2,000	3,004	2,000	3,000	1,000	
Travel Expenses	-	-	-	1,000	-	(1,000)	
Storage Shed	-	-	7,075	-	-	-	
<b>Total Parks/Recreation</b>	<b>26,536</b>	<b>43,500</b>	<b>44,396</b>	<b>44,500</b>	<b>43,500</b>	<b>(1,000)</b>	<b>-2.2%</b>
<b>Total Expense</b>	<b>3,889,699</b>	<b>4,186,790</b>	<b>3,729,195</b>	<b>4,346,750</b>	<b>4,698,800</b>	<b>352,050</b>	<b>8.1%</b>
<b>Excess(Deficit) of Revenue Over Expenditures</b>	<b>833,854</b>	<b>386,739</b>	<b>556,627</b>	<b>92,300</b>	<b>-</b>	<b>(92,300)</b>	<b>-100.0%</b>
<b>Beginning Fund Balance</b>				2,754,590	2,811,890		

**City of Del Rey Oaks  
FY 2024 Proposed Budget**

	FY 2022		FY 2023		FY 2024		
	Actual (06/30/2022)	Revised Budget (06/30/2022)	Current Year Actual 05/31/2023	Current Budget	Proposed Budget	Increase/ (Decrease)	Percent Change
Ending Fund Balance				2,811,890	2,617,990		
<b>TRANSFERS OUT TO CAPITAL PROJECTS</b>				35,000	193,900		
<b>810 - PARS 115 Trust Fund</b>					300,000		
<b>GENERAL FUND SUMMARY</b>							
<b>Revenue:</b>							
Property Taxes	740,530	723,600	763,298	738,700	767,700	29,000	3.9%
Sales Tax	1,564,163	1,390,000	1,206,053	1,253,000	1,313,000	60,000	4.8%
Other Taxes	462,434	471,500	449,085	503,300	487,500	(15,800)	-3.1%
Licenses and Permits	255,435	311,300	299,299	311,300	286,300	(25,000)	-8.0%
Fines and Forfeitures	3,668	5,200	1,778	5,200	10,200	5,000	96.2%
Other Revenue	152,348	117,900	37,210	37,200	37,200	-	0.0%
Grants	236,471	295,679	198,871	216,400	233,700	17,300	8.0%
Airport Police Services	1,122,289	1,083,650	1,170,204	1,211,250	1,376,500	165,250	13.6%
Current Services	186,215	174,700	160,024	162,700	186,700	24,000	14.8%
<b>Total Estimated Revenue</b>	<b>4,723,553</b>	<b>4,573,529</b>	<b>4,285,822</b>	<b>4,439,050</b>	<b>4,698,800</b>	<b>259,750</b>	<b>5.9%</b>
<b>Expenditures:</b>							
Council	31,662	33,110	23,696	33,600	32,200	(1,400)	-4.2%
City Clerk	328,520	405,980	332,510	435,260	440,400	5,140	1.2%
City Manager	257,868	284,930	258,304	291,960	321,800	29,840	10.2%
Audit/Treasurer	275,290	226,700	187,056	227,200	288,100	60,900	26.8%
Legal	163,335	226,500	118,827	201,500	201,500	-	0.0%
Planning & Building	142,958	197,600	126,626	113,240	105,400	(7,840)	-6.9%
Government Buildings	15,061	22,100	9,620	22,100	19,100	(3,000)	-13.6%
Non-Departmental	38,974	21,540	26,194	33,640	42,700	9,060	26.9%

**City of Del Rey Oaks  
FY 2024 Proposed Budget**

	FY 2022		FY 2023		FY 2024		
	Actual (06/30/2022)	Revised Budget (06/30/2022)	Current Year Actual 05/31/2023	Current Budget	Proposed Budget	Increase/ (Decrease)	Percent Change
Police	2,174,016	2,273,000	2,205,112	2,465,900	2,662,970	197,070	8.0%
Fire/Animal Control	214,321	214,700	164,327	219,100	227,600	8,500	3.9%
Public Works/Streets	221,158	237,130	232,527	258,750	313,530	54,780	21.2%
Parks/Recreation	26,536	43,500	44,396	44,500	43,500	(1,000)	-2.2%
<b>Total FY 2024 Budget</b>	<b>3,889,699</b>	<b>4,186,790</b>	<b>3,729,195</b>	<b>4,346,750</b>	<b>4,698,800</b>	<b>352,050</b>	<b>8.1%</b>
Net Surplus(Deficit)	833,854	386,739	556,627	92,300	-	(92,300)	
<b>210 - Gas Tax Fund</b>							
Revenue							
Non Department Specific							
Gas Tax 2103	13,154	12,000	11,378	15,000	14,600	(400)	
Gas Tax 2105	9,222	8,800	8,116	10,400	10,000	(400)	
Gas Tax 2106	8,784	8,400	8,922	9,100	9,000	(100)	
Gas Tax 2107	11,019	11,200	10,010	14,200	11,900	(2,300)	
Gas Tax 2107.5	1,000	1,000	1,000	1,000	1,000	-	
<b>Total Revenue</b>	<b>43,179</b>	<b>41,400</b>	<b>39,426</b>	<b>49,700</b>	<b>46,500</b>	<b>(3,200)</b>	
Expense							
Public Works/Streets							
Street Sweeping	11,054	10,000	6,204	10,000	10,000		
Street Lighting	13,538	15,000	10,181	15,000	15,000		
<b>Total Expense</b>	<b>24,592</b>	<b>25,000</b>	<b>16,385</b>	<b>25,000</b>	<b>25,000</b>	<b>-</b>	
<b>Excess(Deficit) of Revenue Over Expenditures</b>	<b>18,587</b>	<b>16,400</b>	<b>23,041</b>	<b>24,700</b>	<b>21,500</b>		
Beginning Fund Balance				66,150	90,850		
Ending Fund Balance				90,850	112,350		

**City of Del Rey Oaks  
FY 2024 Proposed Budget**

	FY 2022		FY 2023		FY 2024 Proposed Budget	Increase/ (Decrease)	Percent Change
	Actual (06/30/2022)	Revised Budget (06/30/2022)	Current Year Actual 05/31/2023	Current Budget			
<b>211 - SB1 Fund</b>							
Revenue							
Non Department Specific							
SB 1 Funds	34,180	33,890	31,319	36,900	38,900		
MBASIA Contribution	-	-	-	10,000	-		
<b>Total Revenue</b>	<b>34,180</b>	<b>33,890</b>	<b>31,319</b>	<b>46,900</b>	<b>38,900</b>		
Expense							
Portola/Work Walkway							
Street Improvements	34,675	35,000	-	-			
Street Curb Replacement/Repair							
Street Improvements	-	20,000	-	-			
Curb Repair					20,000.00	20,000.00	
Saucito/Work Gutter & Curb					40,000.00	40,000.00	
Via Verde Curb & Gutter Repair					90,000.00	90,000.00	
Street Improvements							
Street Improvements	-	-	-	-			
<b>Total Expense</b>	<b>34,675</b>	<b>55,000</b>	<b>-</b>	<b>-</b>	<b>150,000</b>	<b>150,000</b>	
<b>Excess(Deficit) of Revenue Over Expenditures</b>	<b>(495)</b>	<b>(21,110)</b>	<b>31,319</b>	<b>46,900</b>	<b>(111,100)</b>	<b>(150,000)</b>	
Beginning Fund Balance				102,844	149,744		
Ending Fund Balance				149,744	38,644		
<b>212 - Measure X Fund</b>							
Revenue							
Non Department Specific							
Measure X	110,250	76,000	76,274	92,000	94,400	2,400	
<b>Total Revenue</b>	<b>110,250</b>	<b>76,000</b>	<b>76,274</b>	<b>92,000</b>	<b>94,400</b>	<b>2,400</b>	

**City of Del Rey Oaks  
FY 2024 Proposed Budget**

	FY 2022		FY 2023		FY 2024	Increase/ (Decrease)	Percent Change
	Actual (06/30/2022)	Revised Budget (06/30/2022)	Current Year Actual 05/31/2023	Current Budget			
Expense							
Via Verde/Los Encinos Street Repair	-	-	-	30,000		(30,000)	
Street Improvements	-	-	-	10,000		(10,000)	
Angelus/Rosita Storm Drain Repair (Engineering)	-	-	-	60,000		(60,000)	
Street Improvements	-	-	-				
Angelus/Rosita Storm Drain Repair (Construction)	-	-	-				
Street Improvements	-	-	-				
Debt Service - Measure X	-	-	-				
Principal - Measure X Loan	78,745	76,000	65,359	90,000	80,400	(9,600)	
Interest - Measure X	17,275	-	10,915	2,000	14,000	12,000	
<b>Total Expense</b>	<b>96,020</b>	<b>76,000</b>	<b>76,274</b>	<b>192,000</b>	<b>94,400</b>	<b>(97,600)</b>	
<b>Excess(Deficit) of Revenue Over Expenditures</b>	<b>14,230</b>	<b>-</b>	<b>-</b>	<b>(100,000)</b>	<b>-</b>	<b>100,000</b>	
Beginning Fund Balance				114,539	14,539		
Ending Fund Balance				14,539	14,539		
<b>221 - FORA Habitat Management Fund</b>							
Expense							
City Clerk	-	-	-	-			
Council Chamber Technology	-	-	-	-			
Planning & Building Regulation	-	-	3,391	41,667		(41,667)	
Contract Services - Habitat Management Plan	31,633	73,300	-	-			
Habitat Management Planning	<b>31,633</b>	<b>73,300</b>	<b>3,391</b>	<b>41,667</b>	<b>-</b>	<b>(41,667)</b>	
<b>Total Expense</b>	<b>(31,633)</b>	<b>(73,300)</b>	<b>(3,391)</b>	<b>(41,667)</b>	<b>-</b>	<b>41,667</b>	
<b>Excess(Deficit) of Revenue Over Expenditures</b>							
Beginning Fund Balance				743,572	701,905		
Ending Fund Balance				701,905	701,905		

**City of Del Rey Oaks  
FY 2024 Proposed Budget**

	FY 2022		FY 2023		FY 2024 Proposed Budget	Increase/ (Decrease)	Percent Change
	Actual (06/30/2022)	Revised Budget (06/30/2022)	Current Year Actual 05/31/2023	Current Budget			
<b>223 - ARPA Fund</b>							
Revenue							
Non Department Specific							
ARPA Grant	197,836	197,800	197,836	197,870	-	(197,870)	
<b>Total Revenue</b>	<b>197,836</b>	<b>197,800</b>	<b>197,836</b>	<b>197,870</b>	-	<b>(197,870)</b>	
Expense							
City Clerk							
Agenda Management System	-	13,000	8,070	13,000		(13,000)	
Document Management System	-	9,000	-	9,000		(9,000)	
Council Chamber Technology	3,538	10,000	626	6,463		(6,463)	
Computer Server Replace	-	-	9,989	12,000		(12,000)	
Total City Clerk	3,538	32,000	18,685	40,463	-	(40,463)	
Police							
Mobile Data Terminals	5,284	23,500	12,217	18,216		(18,216)	
Portable Radios			57,932	62,800		(62,800)	
Total Police	5,284	23,500	70,149	81,016	-	(81,016)	
City Hall Parking Lot Imp					100,000	100,000	
City Hall Parking Lot & Grounds							
Parking Lot Improvements					100,000	100,000	
Total City Hall Parking Lot Imp							
Park Parking Lot							
Parking Lot Improvements			84,556	73,500		(73,500)	
Total Park Parking Lot			84,556	73,500	-	(73,500)	
<b>Total Expense</b>	<b>8,822</b>	<b>55,500</b>	<b>173,390</b>	<b>194,978</b>	<b>100,000</b>	<b>(94,978)</b>	
<b>Transfers Out to Prop 68</b>			<b>30,000</b>	<b>30,000</b>		<b>(30,000)</b>	
<b>Excess(Deficit) of Revenue Over Expenditures</b>	<b>189,014</b>	<b>142,300</b>	<b>54,446</b>	<b>(27,108)</b>	<b>(100,000)</b>	<b>(72,892)</b>	
Beginning Fund Balance				189,014	161,906		
Ending Fund Balance				161,906	61,906		

**City of Del Rey Oaks  
FY 2024 Proposed Budget**

	FY 2022		FY 2023		FY 2024 Proposed Budget	Increase/ (Decrease)	Percent Change
	Actual (06/30/2022)	Revised Budget (06/30/2022)	Current Year Actual 05/31/2023	Current Budget			
<b>231 - BSCC-Wellness &amp; Mental Health Grant</b>							
Revenue							
Police							
Officer Wellness & Mental Health Grant			15,000	15,000	-		
<b>Total Revenue</b>			<b>15,000</b>	<b>15,000</b>	-		
Expense							
Law Enforcement Wellness App				500	2,000	1,500	
<b>Total Expense</b>				<b>500</b>	<b>2,000</b>	<b>1,500</b>	
<b>Excess(Deficit) of Revenue Over Expenditures</b>			<b>15,000</b>	<b>14,500</b>	<b>(2,000)</b>	<b>(1,500)</b>	
Beginning Fund Balance					14,500		
Ending Fund Balance				14,500	12,500		
<b>235- Asset Forfeitures</b>							
Revenue							
Equitably Shared Funds					5,000	5,000	
<b>Total Revenue</b>					<b>5,000</b>	<b>5,000</b>	
Expense							
Police Exp					-	-	
<b>Total Expense</b>					-	-	
<b>Excess(Deficit) of Revenue Over Expenditures</b>					<b>5,000</b>	<b>5,000</b>	
Beginning Fund Balance					-		
Ending Fund Balance					5,000		

**City of Del Rey Oaks  
FY 2024 Proposed Budget**

	FY 2022		FY 2023		FY 2024	Increase/ (Decrease)	Percent Change
	Actual (06/30/2022)	Revised Budget (06/30/2022)	Current Year Actual 05/31/2023	Current Budget			
<b>301 - Capital Projects</b>							
Revenue							
Transfers In-GF (Housing Element)					138,900	138,900	
Transfers In-GF (Vehicle Replacements)					35,000	35,000	
Capital Project Reimbursements-Safeway					-	-	
Transfers In-GF (Safeway Emergency Repairs)			34,051	35,000	(35,000)	(35,000)	
Transfers In- GF (CityHall Parking Lot)					-	-	
Transfers In-GF (CityHall Facility Repairs & Upgrades)					-	-	
Transfers In-GF (Council Chamber Tech)					10,000.00	10,000	
Transfers In-GF (Rosita Culvert Wing Wall)					10,000.00	10,000	
Transfers In-GF (Rosita Rd Repair)					-	-	
Transfers In-GF (Wildfire Fuel Reduction)					-	-	
Transfers In-RSTP (Traffic Calming)					-	-	
<b>Total Revenue</b>			<b>34,051</b>	<b>-</b>	<b>193,900</b>	<b>158,900</b>	
Expense							
Housing Element Cost - 6th Cycle					138,900	138,900	
Vehicle Replacement					35,000	35,000	
Safeway Parking Improvement/Repairs(Sinkhole)					-	-	
Safeway Parking Improvement/Repairs(Sinkhole)				35,000	(35,000)	(35,000)	
City Hall Parking Lot & Grounds					-	-	
City Hall Facility Repairs & Upgrades					10,000.00	10,000	
Council Chamber Technology Project					10,000.00	10,000	
Rosita Culvert Wing Wall Repair					-	-	
Rosita Road Repair & Hillside Stabilization					-	-	
Wildfire Fuel Reduction					-	-	
Traffic Calming					-	-	
<b>Total Expense</b>			<b>34,051</b>	<b>-</b>	<b>193,900</b>	<b>158,900</b>	

**City of Del Rey Oaks  
FY 2024 Proposed Budget**

	FY 2022		FY 2023		FY 2024	Increase/ (Decrease)	Percent Change
	Actual (06/30/2022)	Revised Budget (06/30/2022)	Current Year Actual 05/31/2023	Current Budget	Proposed Budget		
<b>Excess(Deficit) of Revenue Over Expenditures</b>	-	-	-	-	-	-	-
Beginning Fund Balance							
Ending Fund Balance							
<b>311 - Prop 68 Grant Fund</b>							
Revenue							
Non Department Specific							
Prop 68 Grant	-	141,600	177,952	177,952	-	(177,952)	
Transfers In-from ARPA	-	-	30,000	30,000	-	(30,000)	
Donations	-	-	-	-	-	-	
<b>Total Revenue</b>	-	<b>141,600</b>	<b>207,952</b>	<b>207,952</b>	-	<b>(207,952)</b>	
Expense							
Park Play Structure							
Park Improvements							
Basketball Court Reconstruction							
Park Improvements							
Park Parking Lot/Accessibility Project							
Park Improvements	183,902	177,000	24,050	24,050			
<b>Total Expense</b>	<b>183,902</b>	<b>177,000</b>	<b>24,050</b>	<b>24,050</b>	-	-	
<b>Excess(Deficit) of Revenue Over Expenditures</b>	<b>(183,902)</b>	<b>(35,400)</b>	<b>183,902.00</b>	<b>183,902</b>	-	<b>(207,952)</b>	
Beginning Fund Balance				(183,902)			
Ending Fund Balance				-			
<b>321 - SBR Engineering Fund</b>							
Expense							
SBR Engineering							
Contract Services - Engineering	-	505,830	-	505,830			

**City of Del Rey Oaks  
FY 2024 Proposed Budget**

	FY 2022		FY 2023		FY 2024 Proposed Budget	Increase/ (Decrease)	Percent Change
	Actual (06/30/2022)	Revised Budget (06/30/2022)	Current Year Actual 05/31/2023	Current Budget			
<b>Total Expense</b>	-	505,830	-	505,830			
<b>Excess(Deficit) of Revenue Over Expenditures</b>	-	(505,830)	-	(505,830)			
Beginning Fund Balance				(505,830)	-		
Ending Fund Balance					-		

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

Title	Step 1	Step 2	Step 3	Step 4	Step 5	Contract
<b>City Manager</b>	Per Contract					
Monthly						16,041.67
Bi-weekly						7,404.00
Hourly Rate						92.55
Annual						192,500.00
<b>Chief of Police</b>	Per Contract					
Monthly						13,333.33
Bi-weekly						6,154.00
Hourly Rate						76.93
Annual						160,000.00
<b>Deputy City Clerk &amp; Assistant to the City Manager</b>						
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	
<b>Administrative Assistant</b>						
Monthly	4,550.00	4,777.08	5,016.25	5,267.58	5,531.08	
Bi-weekly	2,100.00	2,204.80	2,315.20	2,431.20	2,552.80	
Hourly Rate	26.25	27.56	28.94	30.39	31.91	
Annual	54,600.00	57,325.00	60,195.00	63,211.00	66,373.00	
<b>Police Commander</b>						
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	
<b>Police Sergeant</b>						
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	
<b>Police Officer</b>						
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	
<b>Public Works Supervisor</b>						
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	
<b>Temporary/Part Time EE</b>	At the discretion of the City Manager					
Hourly Rate					50.00	

## Attachment A

**City of Del Rey Oaks  
Position Control List for FY 2023-2024**

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

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

**RESOLUTION NO. 2023-12**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS APPROVING THE BUDGET FOR FISCAL YEAR 2023-2024**

-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 2023-2024 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 2023-2024 is hereby approved along with the attached Salary Schedule and Position Control list.

PASSED AND ADOPTED at a regular meeting of the Del Rey Oaks City Council duly held on June 27, 2023 by the following vote:

AYES:

NOES:

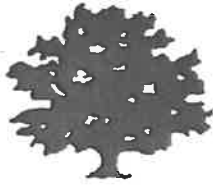
ABSENT:

ABSTAIN:

\_\_\_\_\_  
Scott Donaldson,  
Mayor

ATTEST:

\_\_\_\_\_  
John Guertin  
City Manager



# CITY OF DEL REY OAKS

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

## Staff Report

**DATE:** June 27, 2023

**TO:** Honorable Mayor and City Council

**FROM:** John Guertin, City Manager

**SUBJECT:** Resolution 2023-09 affirming the accuracy of GreenWaste Recovery rate adjustment, per the franchise agreement for FY 23/24 by 2.90%

**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

It is recommended that the City Council consider adopting Resolution 2023-09 affirming the accuracy of GreenWaste Recovery rate adjustment, per the franchise agreement for FY 23/24 by 2.90%.

### Background

In 2012, the City, participating with other members of the Monterey Regional Waste Management District, issued a competitive request for proposals for waste collection services. In 2014, the City and GreenWaste Recovery Inc. (GWR) entered into a 15-year Franchise Agreement providing GWR with exclusive franchise rights to provide garbage, recycling, and organics collection to residential and commercial sectors within the City.

In accordance with the Franchise Agreement, rates are adjusted annually throughout the 15-year term using various inflationary indices, actual tonnage, and changes in the tipping fees at the Monterey Regional Waste Management District, as defined in section 8.2 and Exhibit E of the franchise agreement. Rate Adjustments are calculated using one of the 4 methodologies:

1. Multi-Index (E1 of franchise agreement)
2. Cost-Based (E2 of franchise agreement)
3. Extraordinary (Section 8.3 of franchise agreement)
4. Mutually agreed upon alternative method
  - a. Sector-Based Weighted Average Rate Adjustment

### Discussion

A 2.90% increase for FY 23/24 has been calculated in accordance with the Franchise Agreement using the Multi-Index Rate Adjustment method.

The table below is a representation for a typical increase for residential services.

Example Rate Impact of Adjustment		
Del Rey Oaks		
	Current Rate (RP8)	New Rate (RP9)
Adjustment	N/A	2.90%
Residential 32-gallon rate	\$ 31.68	\$ 32.60
Residential 64-gallon rate	\$ 34.96	\$ 35.97

The rate increase is scheduled to go into effect on July 1, 2023.

### Fiscal Impacts

The FY2022/2023 proposed rate adjustment would have no effect on City expenses, as this is a cost to the rate payers. The Franchise Agreement has a 15% franchise fee of gross receipts. Any rate increase provides a corresponding increase in franchise fee revenue to the City.

### ATTACHMENTS:

1. Resolution 2023-09
2. Rate Period 9 Report
3. Rate Sheet

Respectfully Submitted,

---

John Guertin  
City Manager

**RESOLUTION NO. 2023-09**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS  
AFFIRMING ACCURACY OF RATES TO BE CHARGED BY GREENWASTE  
RECOVERY EFFECTIVE JULY 1, 2023, FOR COLLECTION OF FRANCHISED  
SOLID WASTE, RECYCLING, AND ORGANICS**

**WHEREAS**, the City of Del Rey Oaks (City) entered into a franchise agreement with GreenWaste Recovery, Inc. (GWR) on June 24, 2014 for solid waste, recycling, and organics collection services for the period of May 1, 2015 through April 30, 2030; and;

**WHEREAS**, Section 8.2 of the Franchise Agreement describes the process for an automatic annual adjustment to maximum customer rates on July 1 of each year, based on agreed upon cost indices; changes in tipping fees as the Monterey Regional Waste Management District, and the actual tonnage for materials collected by GWR, and;

**WHEREAS**, the application of the formulas required by the Franchise Agreement results in a rate increase of 2.90% for every service level; and,

**WHEREAS**, HF&H Consultants has reviewed GWR's calculation of the rate adjustments and finds the calculations to be accurate and consistent with the methodology and requirements of the franchise agreement; and,

**WHEREAS**, his action does not constitute a "Project" as that term is defined under the California Environmental Quality Act (CEQA), CEQA Guidelines Section 15378 as it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment.

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

1. Resolves to approve the rates in Exhibit B that incorporate a 2.90% increase to all single family residential maximum rates authorized to be charged by GWR under the Franchise Agreement, effective July 1, 2023.

**PASSED AND ADOPTED** by the City Council of the City of Del Rey Oaks at a regular meeting duly held on June 27, 2023, by the following vote:

**AYES:**

NOES:  
ABSENT:  
ABSTAIN:

APPROVED:

---

Scott Donaldson, Mayor

ATTEST:

---

John Guertin, City Clerk



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Fax: 925/977-6955  
[www.hfh-consultants.com](http://www.hfh-consultants.com)

Robert D. Hilton, Emeritus  
John W. Farnkopf, PE  
Laith B. Ezzet, CMC  
Richard J. Simonson  
Marva M. Sheehan, CPA  
Robert C. Hilton

May 19, 2023

John Guertin  
City Manager  
City of Del Rey Oaks

*Sent via E-mail*

**Subject: Review of GreenWaste Recovery's 2023-24 Rate Request – Final Report**

Dear John Guertin:

HF&H Consultants, LLC (HF&H) was retained by the Monterey Regional Waste Management District (District) to assist with a review of GreenWaste Recovery's (GWR) request for an adjustment to customer rates, effective July 1, 2023, submitted to the City of Del Rey Oaks (City) on April 1, 2023. This report presents our findings and recommendations.

## EXECUTIVE SUMMARY

HF&H's review of GWR's Rate Period 9 (RP9) rate request to the City and subsequent negotiations with GWR resulted in the following outcomes:

1. A 2.90% increase (the result of a \$15,090 shortfall) to rates as calculated for RP9. The increases from CPI and increased per ton disposal and processing fees were offset by decreased disposal, residue, yard trimmings, and C&D tonnage. HF&H recommends a 2.90% rate increase. Refer to **Figure 1** for the impact to sample residential rates.

**Figure 1 – Example Rate Impact of Adjustment**

Del Rey Oaks Rate Adjustment		
	Current Rates (RP8)	RP9
<b>Adjustment</b>		2.90%
<b>Residential 32-gallon rate</b>	\$ 31.68	\$ 32.60
<b>Residential 64-gallon rate</b>	\$ 34.96	\$ 35.97

## BACKGROUND

In 2012, the City, participating with other members of the District, issued a competitive request for proposals for collection services and entered into the new Agreement with GWR effective July 1, 2015. The Agreement provides for the following, related to the adjustment of rates:

John Guertin  
 May 19, 2023  
 Page 2 of 6

- Rates are to be adjusted annually throughout the term of the Agreement using various inflationary indices, actual tonnage, and changes in the tipping fees at the District, unless either the City or GWR request a Cost Based Rate Adjustment (CBRA).
- The City and GWR may mutually agree upon alternative approaches to structuring rates without amendment to the Agreement (Section 8.2.D).
- During the CBRA review in Rate Period 5 (RP5), a number of issues surrounding the process for setting rates and the resulting rate relationships amongst sectors and materials were identified. As such, the City and GWR have negotiated an amendment to the prescribed methodology for the CBRA and index adjustments so as to not alter rate relationships between service sectors and material types.
- Through negotiations of the amendment, and as a result of the desire to maintain current rate relationships between sectors and service levels, the City and GWR have prescribed a uniform rate adjustment to be applied to all sectors.

## **RATE CALCULATION REVIEW**

### **HF&H Scope of Work**

HF&H performed this review of the rate request in accordance with Exhibit E1 (for the index-based rate adjustment). The procedures included:

1. Review of the rate request for completeness and compliance with the procedures contained in Exhibit E1 of the Agreement.
2. Review for mathematical accuracy and logical consistency to determine that the rate request is mathematically correct, that the rows and columns of numbers add down and across as intended, and that the stated assumptions were, in fact, used. Also, to determine that the rate request is internally consistent and that any summary schedules agree to the supporting schedules and worksheets.
3. Verification of the inclusion of the franchise fee calculation in the adjustment.
4. Verification of contract compliance with regard to:
  - A. The indices used in the adjustment.
  - B. The tip fees reported for the disposal and processing components of the rates.
  - C. The use of quarterly-reported tonnage data and allocations among agencies. A detailed audit of tonnage and allocations of tonnage reported by GWR was not a part of this scope of work. HF&H discussed GWR's allocation methodology with them and the methodology appears reasonable and consistent with standard practices within the industry.
  - D. Any changes in governmental fees on the fee component of the rates; and, the accurate application of the resultant percentage changes in the various rate components to the rate schedule approved by the City through the Agreement.



John Guertin  
May 19, 2023  
Page 3 of 6

- E. The addition of anticipated costs related to identified program changes resulting from SB 1383.

## **Review of Rate Request**

### **Rate Period 9 Application**

HF&H reviewed the rate application for RP9. The results of the calculation of RP9 per methodology of Exhibit E1 of the amendment can be seen in **Figure 2** on the following page.



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**Figure 2 – City of Del Rey Oaks Application of Index Based Adjustments to RP9**

	Rate Period Eight	Adjustment Factor	Rate Period Nine
<b>Annual Cost of Operations</b>			
Labor-Related Costs	\$ 57,800	1.058	\$ 61,152
Vehicle-Related Costs	\$ 12,386	1.056	\$ 13,080
Fuel Costs	\$ 9,684	1	\$ 9,684
Other Costs	\$ 77,011	1.056	\$ 81,324
Direct Depreciation	\$ 32,755	N.A.	\$ 32,755
Total Allocated Costs - Labor, Vehicle, Fuel & Other	\$ 77,161	1.056	\$ 81,482
Total Allocated Costs - Depreciation & Start-Up	\$ 8,391	N.A.	\$ 8,391
<b>Total Annual Cost of Operations</b>	<b>\$ 275,187</b>		<b>\$ 287,868</b>
<b>Profit</b>	<b>\$ 32,973</b>	<b>OR=89.30</b>	<b>\$ 34,493</b>
<b>Pass-Through Costs</b>			
Disposal Costs	\$ 56,068	Tons*Tip Fee	\$ 53,899
Curbside Supplemental	\$ (1,367)	1.00	\$ (1,367)
Recycling Processing Costs	\$ 11,238	Tons*Tip Fee	\$ 10,151
Residue Processing Costs	\$ 1,299	Tons*Tip Fee	\$ 1,333
Yard Trimmings Processing Costs	\$ 12,780	Tons*Tip Fee	\$ 13,616
Food Waste Processing Costs	\$ 3,544	Tons*Tip Fee	\$ 3,237
C&D Processing Costs	\$ 308	Tons*Tip Fee	\$ -
Interest Expense	\$ 9,862	N.A.	\$ 9,862
Direct Lease Costs		N.A.	\$ -
Total Allocated Costs - Lease	\$ 7,536	N.A.	\$ 7,536
<b>Total Pass-Through Costs</b>	<b>\$ 101,267</b>	<b>N.A.</b>	<b>\$ 98,267</b>
<b>Total Costs before Agency Fees</b>	<b>\$ 409,428</b>	<b>N.A.</b>	<b>\$ 420,628</b>
<b>Agency Fees/Payments</b>			
Franchise Fee	\$ 104,232	20.00%	\$ 107,250
Administrative Fee		0.00%	\$ -
AB 939/341 Fee		0.00%	\$ -
HHW Fee		0.00%	\$ -
Vehicle Impact Fee		0.00%	\$ -
Litter Abatement Fee		0.00%	\$ -
AB939 Fee			
Rate Application Review Costs	\$ 7,500	Actual	\$ 9,000
<b>Other Adjustments (as needed from time to time)</b>			
Adjustments from MRWMD Tip Fee Estimates		N.A.	\$ (627)
	\$ -		
<b>Total Calculated Costs</b>	<b>\$ 521,160</b>		<b>\$ 536,250</b>
<b>Prior Year Revenue</b>			<b>\$ 521,160</b>
<b>Surplus/(Shortfall)</b>			<b>\$ (15,090)</b>
<b>Increase/Decrease</b>			<b>2.90%</b>

John Guertin  
May 19, 2023  
Page 5 of 6

**Review of GWR Costs**

There are four major components to GWR's rate application: 1) calculation and application of the inflationary indexes as prescribed in the Agreement; 2) the disposal and processing component; 3) the Agency Fees; and, 4) other one-time adjustments.

There are three indexes used in the index adjustment: CPI, fuel index, and labor index. The annual percent change in each of the indices is used to calculate the coming years' projected cost for the line items to which these indexes are applied.

HF&H has reviewed and GWR has confirmed the accuracy of each of these indexes, and notes that the fuel index remains unchanged, as reported by management staff at the District.

**Review of Disposal and Processing Component**

Calendar year 2022 collected tons were used for the RP9 review in accordance with the amendment. The disposal and processing components also consider the tipping fees charged by the District in order to project anticipated disposal and processing costs at the District. The following table describes the changes in the City's disposal and processing costs for each material type based on the tip fees at the District, which have been incorporated into our RP9 review.

**Figure 3 - Impact of District Tip Fee Changes**

Material	2022	Current Per Ton		Rate Period 9
	Tons	Tip Fee		Costs
	A	B		A x B
Solid Waste	728	\$ 74.00	\$	53,899
Recycling	254	\$ 40.00	\$	10,151
Yard Trimmings	290	\$ 47.00	\$	13,616
Food Waste	51	\$ 64.00	\$	3,237
C&D*	-	\$ 74.00	\$	-

*\*The C&D per ton tip fee reflects an average weighted cost for multiple types of C&D materials.*

**Review of Fee Component**

HF&H ensured that the fee component of each rate matches the contractual percentage of 20% for franchise fees, remitted to the City by GWR.

Additionally, rate application review costs and other identified District costs totaling \$9,000 were added as a one-time adjustment to cover the rate review, franchise management, and other identified District costs, such as staff time and public education and outreach.

John Guertin  
May 19, 2023  
Page 6 of 6

### Review of Other One-Time Adjustments

There was a change between actual tip fees and the anticipated amount set forth in RP8 rates with regard to the Recycling per ton tip fee. The reconciliation of this amount resulted in a credit of \$627 to be included as a one time adjustment.

### **New Rates**

Attached hereto is a table of all rates recommended for RP9 based on the adjustments described in this report (Attachment B). HF&H recommends adopting these rates by resolution to be effective July 1, 2023.

\* \* \* \* \*

We would like to express our appreciation to GWR staff for their assistance and cooperation in this process. Should you have any questions, please contact me at (925) 977-6959 or [rchilton@hfh-consultants.com](mailto:rchilton@hfh-consultants.com).

Very truly yours,  
HF&H CONSULTANTS, LLC



Rob Hilton  
President



Dave Hilton  
Senior Project Manager

<b>Residential Solid Waste Collection Rates</b>			
<b>Service Level</b>	<b>Solid Waste</b>	<b>Recycling</b>	<b>Organics</b>
Curbside 32 Gallon	\$32.60	Included	Included
Curbside 64 Gallon	\$35.97	Included	Included
Curbside 96 Gallon	\$39.36	Included	Included
<b>Notes:</b>			
See Exhibit B1 for specific service availability			

<b>Commercial/Multi-Family Solid Waste Collection Rates</b>						
<b>Service Level</b>	<b>Frequency</b>					
	<b>1x/week</b>	<b>2x/week</b>	<b>3x/week</b>	<b>4x/week</b>	<b>5x/week</b>	<b>6x/week</b>
64-Gallon Cart	\$53.26	\$117.18	\$175.77	\$234.35	\$292.94	\$351.53
96-Gallon Cart	\$64.32	\$128.63	\$212.23	\$282.97	\$353.72	\$424.46
1-Cubic Yard Bin	\$202.40	\$445.27	\$667.92	\$890.54	\$1,113.18	\$1,335.81
2-Cubic Yard Bin	\$340.47	\$624.81	\$915.23	\$1,498.11	\$1,872.64	\$2,247.17
3-Cubic Yard Bin	\$513.69	\$909.91	\$1,307.05	\$2,260.19	\$2,825.24	\$3,390.30
4-Cubic Yard Bin	\$584.18	\$1,192.62	\$2,112.68	\$2,570.37	\$3,212.96	\$3,855.56
6-Cubic Yard Bin	\$904.57	\$1,990.06	\$2,985.10	\$3,980.13	\$4,975.16	\$5,970.18
8-Cubic Yard Bin	\$1,187.29	\$2,374.58	\$3,561.87	\$4,749.15	\$5,936.46	\$7,123.75
2-Cubic Yard Compactor	\$378.46	\$700.77	\$1,029.15	n/a	n/a	n/a
3-Cubic Yard Compactor	\$570.65	\$1,023.83	\$1,477.95	n/a	n/a	n/a
4-Cubic Yard Compactor	\$660.13	\$1,344.53	\$2,340.54	n/a	n/a	n/a

<b>Commercial/Multi-Family Recycling Collection Rates</b>						
<b>Service Level</b>	<b>Frequency</b>					
	<b>1x/week</b>	<b>2x/week</b>	<b>3x/week</b>	<b>4x/week</b>	<b>5x/week</b>	<b>6x/week</b>
64-Gallon Cart	\$7.98	\$17.67	\$26.36	\$35.15	\$43.94	\$52.73
96-Gallon Cart	\$9.65	\$19.29	\$31.84	\$42.44	\$53.05	\$63.67
1-Cubic Yard Bin	\$30.36	\$66.79	\$100.19	\$133.58	\$166.98	\$200.37
2-Cubic Yard Bin	\$51.08	\$93.73	\$137.28	\$224.71	\$280.89	\$337.08
3-Cubic Yard Bin	\$77.06	\$136.48	\$196.06	\$339.03	\$423.79	\$508.54
4-Cubic Yard Bin	\$87.63	\$178.89	\$316.90	\$385.55	\$481.94	\$578.33
6-Cubic Yard Bin	\$135.68	\$298.51	\$447.76	\$597.02	\$746.28	\$895.53
8-Cubic Yard Bin	\$178.09	\$356.19	\$534.27	\$712.38	\$890.47	\$1,068.56
2-Cubic Yard Compactor	\$35.20	\$61.97	\$89.66	n/a	n/a	n/a
3-Cubic Yard Compactor	\$53.24	\$88.87	\$124.63	n/a	n/a	n/a
4-Cubic Yard Compactor	\$55.88	\$115.40	\$221.67	n/a	n/a	n/a

<b>Commercial/Multi-Family Food Waste Collection Rates</b>						
<b>Service Level</b>	<b>Frequency</b>					
	<b>1x/week</b>	<b>2x/week</b>	<b>3x/week</b>	<b>4x/week</b>	<b>5x/week</b>	<b>6x/week</b>
64-Gallon Cart	\$39.94	\$87.88	\$131.82	\$175.77	\$219.70	\$263.65
96-Gallon Cart	\$48.24	\$96.46	\$159.17	\$212.24	\$265.30	\$318.35
1-Cubic Yard Bin	\$151.80	\$333.95	\$500.94	\$667.92	\$834.88	\$1,001.86
2-Cubic Yard Bin	\$255.36	\$468.62	\$686.43	\$1,123.58	\$1,404.47	\$1,685.37

<b>Commercial/Multi-Family Yard Trimmings Collection Rates</b>						
<b>Service Level</b>	<b>Frequency</b>					
	<b>1x/week</b>	<b>2x/week</b>	<b>3x/week</b>	<b>4x/week</b>	<b>5x/week</b>	<b>6x/week</b>
64-Gallon Cart	\$39.94	\$87.88	\$131.82	\$175.77	\$219.70	\$263.65
96-Gallon Cart	\$48.24	\$96.46	\$159.17	\$212.24	\$265.30	\$318.35
1-Cubic Yard Bin	\$151.80	\$333.95	\$500.94	\$667.92	\$834.88	\$1,001.86
2-Cubic Yard Bin	\$255.36	\$468.62	\$686.43	\$1,123.58	\$1,404.47	\$1,685.37
3-Cubic Yard Bin	\$365.91	\$648.14	\$931.05	\$1,609.99	\$2,012.48	\$2,414.99
4-Cubic Yard Bin	\$416.12	\$849.53	\$1,504.92	\$1,830.93	\$2,288.66	\$2,746.41
6-Cubic Yard Bin	\$644.35	\$1,417.57	\$2,126.35	\$2,835.13	\$3,543.92	\$4,252.70
8-Cubic Yard Bin	\$845.74	\$1,691.47	\$2,537.21	\$3,382.94	\$4,228.68	\$5,074.41

<b>Roll-Off Collection Rates (Per Pull)</b>				
<b>Service Level</b>	<b>Material</b>			
	<b>MSW</b>	<b>REC</b>	<b>YT</b>	<b>C&amp;D</b>
10 YD	\$733.74	\$733.74	\$733.74	\$733.74
20 YD	\$805.37	\$805.37	\$805.37	\$805.37
30 YD	\$1,052.91	\$1,052.91	\$1,052.91	\$1,052.91
40 YD	\$1,300.46	\$1,300.46	\$1,300.46	\$1,300.46
Per Ton	\$92.50	\$50.00	\$58.75	\$92.50

<b>Additional Service Rates</b>		
<b>Service</b>	<b>Sector</b>	<b>Charge Per Event</b>
Cart Rental	RES	\$3.76
Cart Replacement	RES	\$75.06
Re-Delivery or Re-Start	RES	\$31.27
Cart Cleaning	RES	\$31.27
Non-Scheduled Collection	RES	\$23.77
Difficult to Service Cart	COM	\$1.25
Difficult to Service Bin	COM	\$3.76
Locking Bin	COM	\$62.55
Cart Replacement	COM	\$75.06
Cart Cleaning	COM	\$31.27
Bin Swap- Cleaning or Repainting	COM	\$93.82
Bulky - Recyclable	COM/RES	\$25.01
Bulky - Non Recyclable	COM/RES	\$31.27
Bulky - Event	COM/RES	\$37.53
Covered Box	RO	\$93.82
Driver Time per Hour	RO	\$137.61
Dry Run or Relocation	RO	\$93.82
Extra Days	RO	\$31.27

\*Note: All rates charged monthly unless stated otherwise.

## City Council Report May, June, 2023

### 5/23 Attended City Council Meeting

6/1 Attended the annual Pride Flag raising event.  
It was a wonderful event

6/9 Attended City Budget Committee meeting.  
Reviewed proposed 23/24 annual budget, discussed capitol projects that may be funded from 22/23 budget surplus.

6/13 Attended Seaside County Sanitation District meeting as John Uy's alternate. Discussed and approved the districts 23/24 annual budget.

Respectfully submitted

BillRagsdale-Cronin

## Kim Shirley's Council Report for Tuesday, June 27, 2023

**Friday, May 19th- ReGen Monterey Board Mtg-** Students demonstrating leadership and care for our environment really pulls at my heartstrings and today's meeting started off with just that. We began our meeting with student leaders from Monterey Bay Charter who presented the work they've been doing with ReGen Monterey on composting at their school. I could barely tell them how grateful I was for their work without tearing up! It just brings me so much joy to know we have young leaders who are willing to put in the effort, gather the knowledge, and share it with others all in the name of making this world a better place for us all. They truly bring me so much hope. Happily, the good feelings continued when we were given a presentation from our Artist in Residence who shared his inspirations and artwork from his time spent at ReGen and at the Last Chance Mercentile. CSUMB student, Jesse Villarruell did such a wonderful job depicting the hard, noble work being done at ReGen with his paintings while also creating art that upcycled items from Last Chance Mercentile. Presenting a Public Works Week resolution rounded out the feelings of gratitude for the morning. After that, we had a presentation on some contamination monitoring results for trash, recycling, and compost for all of the jurisdictions. Del Rey Oaks had an overall contamination rate of 18.03% which was the third highest in the region. Some general observations were that recycle cans were being contaminated with people using plastic bags to contain their recyclables. They also found, in general, many commercial businesses do not also have an organics service. Clearly, more education needs to happen around this topic. In this meeting we also reviewed our draft budget which includes a 5% increase in disposal fee, which is simply due to an increase in operating expenses. We also reviewed and approved the lease for the Sitos group who will be doing the biochar pilot program.

**Tuesday, May 23rd- City Council Mtg-** We began our meeting with several public comments opposing the proposed concrete recycling project in former Fort Ord. We also heard comments about long-term parking, tree trimming, speeding, putting a no passing sign at Carlton, and the happiest of all was the comment about the idea of organizing a bridge lesson (the card game) for residents. We had proclamations for Public Works Week as well as Pride month. On the consent agenda, I was very happy when we passed the item which will allow us to fly the Pride flag annually without having to bring it back to the council every year. Under new business, we approved our new administrative hearing officers (thank you Frederica Jones and Paul Peterlin!). Next we received the good news about our clean audit (finally...that was a long time coming...we should have had that audit completed at the end of last year). We also reviewed our draft budget for next year and began talking about our available funds and where we might want to use them (see June's finance mtg for more details). Lastly, we discussed the direction of the Parks and Rec committee and other special committees in the city (the Parks and Rec committee was established by former Mayor Alison Kerr based on our city code which states that the Mayor "shall" form this and other committees made up of three members, which she interpreted as members of our community). Councilmember Uy and I brought this agenda item

knowing that the resident-run Parks and Rec committee was not being properly supported in the city (emails weren't returned, requests were ignored). After public comments which mostly supported our current parks and rec committee, it came back to the council for discussion where ultimately Mayor Donaldson ended up disbanding our current Parks and Rec Committee. Instead, he opted to interpret the code such that the "members" would be council members and not community members. I think it's safe to say that it will be near impossible to form the three new committees as stated by the code (Parks and Rec, Public Works, and Public Safety) with council members who are already serving on several committees and generally can't make meetings unless they are in the evening. I do hope that the Mayor works to include community members' voices and follows through on these appointments. After all, our resident-run Parks and Rec committee had already put on a very successful community movie night (with more planned!) and had some wonderful ideas for free community classes, so I'd hate to see that hard work go to waste. I really believe we need more positive connections within our city, not fewer, so I do hope that we'll see something positive come from this decision.

**Thursday, June 1st- DRO Pride Flag Celebration-** Councilmember Uy knows how to plan a fantastic celebration! Thank you to Councilmember Uy for inviting and coordinating so many wonderful speakers and dignitaries to celebrate the raising of the Progressive Pride flag in Del Rey Oaks. In addition to the poet laureate for Monterey County, we also had representatives from Congressman Panetta's office, Senator Laird's office, Assemblymember Addis's office, County Supervisor Wendy Root-Askew, and MPC Trustee Yuri Anderson, along with the guest of honor, Sheriff Tina Nieto (first female and openly LGBTQ+ Sheriff). Mayor Donaldson also spoke, along with LGBTQ+ council members from Salinas and Marina, as well as myself, Councilmember Ragsdale-Cronin, and former Mayor Alison Kerr. To top it off, there were fun performances from drag queen, Rouge Roulette throughout the event. Thank you to all who attended and participated. It was a wonderful celebration of love, acceptance, and kindness! I find it vitally important to acknowledge our family, friends, and neighbors who deserve to be embraced for loving themselves in all of their variations and providing joy to our community.

**Wednesday, June 7th- ReGen Monterey Finance Committee Mtg-** Our first big topic was reviewing the draft final budget for FY 23/24. Nothing new was presented but I did ask about the timeline for capturing our landfill gas which would make it feasible for fuel use. Turns out we need to replace some of the wells and it may be 1 year before we can get the gas clean enough for this purpose. We also talked about how  $\frac{2}{3}$  of our revenue come from outside our member jurisdictions (having contracts for disposal from customers outside of the local region). Next topic was an interesting conversation about developing a closure/post closure reserve policy. If we continue with our current operations, we have about 100 yrs of life left in our landfill. There could be an assumption made that we will eventually reach the end of the life span and then will need to comply with safe procedures for closing and then maintaining the closure for 30 yrs. Opinions were varied but the majority feel that it's a good idea to establish this policy, maybe by contributing a lump sum every year and then having the funds not be restricted, in case the landfill falls on hard times in the future. I'm firmly in this camp and feel that since we are the ones benefiting from this use, we need to pay our dues and look forward to the future. Others

believe that the landfill may never close and we may find other ways of utilizing our waste. I hope that is true, but just in case, let's do some planning. Also in this meeting we were given an update on the white paper that shares the overall picture regarding what waste we're taking in and where it is coming from. We also talked about some surplus equipment that will be dealt with and lastly we reviewed an agreement with a waste processing facility from San Luis Obispo county that needs temporary (3 weeks or so) help to process their material. We felt this was a good deal and will see this agreement at the next board meeting.

**Wednesday, June 7th- Seaside Basin Watermaster Orientation Mtg-** This was a very interesting meeting as it was an opportunity for those of us who are new to the Watermaster to ask questions and gain knowledge about what our group has been legally tasked to accomplish. With that, here are some of my takeaways. Seawater intrusion continues to be a threat to our overdrafted basin, although the timeline for this devastating event is unclear. Our freshwater basin actually extends off the coast and we are unable to test where the seawater may already be intruding on that barrier. Without a definitive timeline (1 yr or 10 yrs away?), we must do our best to monitor and protect this precious water source now. Unfortunately, there are many variables which complicate that simple mission. First, there is no agreement in terms of what a "natural safe yield" might be for the basin (i.e. how much water can be removed while preventing sea water intrusion?). Second, our basin is much like a sieve in that there is water naturally flowing out of the basin and some flowing back in from other basins. This connection to other basins means that we need to be working in lock-step with other water agencies to make sure that all of our basins are well-maintained for the health of our greater region. This is hard to do when each of the basins have their own complexities in terms of size, depth, location, and types of water users (agriculture, other commercial, residential, etc.). Clearly, we all need to be putting more water back into our basins, but questions still loom in terms of where that water is coming from (recycled, desal) and who should pay for it. Ultimately, big questions exist with no agreement on clear solutions. Personally, I do think we need to be meeting more often (this committee often cancels its monthly meetings). Even if we don't have decisions to make, it seems like we need to become more involved in our surrounding basin discussions while continuing to talk about what will work best for our basin and the region. We've got our general board meeting next month and afterwards I'll be taking part in an ad hoc committee that will be discussing how to pay for replenishing the basin. I'm looking forward to the conversation.

**Friday, June 9th- City Finance Committee Mtg-** Once again we were reviewing our proposed \$4.6 million dollar budget for FY 2023-34. Much is staying the same from the last time we met (changes include a 5% raise for staff and \$30,000 for a grant writer). The majority of the time we discussed our available fund balance (essentially, money that has accumulated over the past few years that has not been spent). This fund balance, which equals \$2,813,190 will cover our economic uncertainties fund (\$1,652,182), and will pay for \$300,000 towards our unfunded CalPers liability, as well as the cost of our 6th cycle Housing Element (\$138,900). Add in our last portion of our ARPA funds and we're left with \$927,014 of available funds. City Manager Guertin has a list of capital projects which can almost match the total amount of available funds, some of which includes a new police vehicle, fixing our sinking city hall parking lot, repairs and upgrades

to city hall and our council chamber, road repairs (Rosita road repairs are very necessary and expensive), along with traffic calming measures. Thankfully, FEMA may cover a portion of these costs, so we may be able to cover additional necessary items down the road. I look forward to continuing these discussions and would love for the public to weigh in on these decisions.

**Monday, June 12th- MST Board Mtg-** Please see the MST board highlights in our agenda packet.

**Wednesday, June 14th- SB1383 Technical Advisory Committee (TAC) Mtg-** I attended this meeting knowing that City Manager Guertin was on vacation and that there would be important items covered that relate to our enforcement of SB 1383, which addresses composting of our organic waste and edible food recovery programs. I was SO impressed with this group! It was such a great example of getting everyone to the table to address a larger issue (if only the water folks could do something like this!?). At this meeting, there were our garbage franchise consultants, CalRecycle reps, Blue Strike environmental (they consult on the lid flipping that's needed for data gathering), our haulers, ReGen members, and reps from all of the local jurisdictions. Pretty much everyone who has a stake in following through with this regulation was there and it was such an efficient meeting! It was seriously impressive. Some of the items that I walked away with were that enforcement for SB 1383 cannot be delegated to another source and has to be done by our city (we need to start enforcing by January 1, 2024). Other cities are already sending out information letters to commercial businesses to make sure they're familiar with the law and are ready to comply. Monterey shared their letter so I'm sure others will be looking to them as we work towards compliance. Multi-family residences continue to be a work in progress in terms of compliance or waivers. With that, ReGen is holding workshops for multi-family managers and residents about this law. We've got the flyer listed on our website and I've also sent it out to one of the HOA board members at The Oaks. In terms of procedures for violations, these are still being worked out and will be created by one of the subcommittees of the TAC. Lastly, I also learned that CalRecycle will be visiting with jurisdictions next month to make sure they are working towards compliance. As a region, I know we're doing great and am so grateful of the work that the TAC has done and I look forward to our city establishing outreach procedures as we work towards compliance.

**Wednesday, June 14th- AMBAG Mtg-** I attended this month's AMBAG meeting as an alternate for Councilmember John Uy who was not able to attend. The meeting began with some good news regarding grants attained by the Monterey Bay Sanctuary for clean up and prevention of plastic pollution. We also learned that AMBAG had the CPUC approve their Rural REN (regional energy network) business plan which approved a budget of \$84 million for energy efficiency programs and for additional help for ratepayers. One of the two big items on the agenda was the release of the draft 2023 Public Participation Plan, which is now out for public comment. Ironically, much of the conversation surrounded around the lack of survey results for input to this plan from stakeholders in Monterey County, which was much lower than participants in Santa Cruz County. Increasing social media presence and making sure that electeds are also getting the word out was discussed. In the meantime, the Public Participation plan is available for

comments (see below). The second and last big item for the night was talking about the final guidelines for the \$10.3 million dollars in REAP 2.0 money which will be used to support grants for planning and implementation of affordable housing based on our 6th cycle Housing Elements that are being developed. There are two types of grants that will be offered—a regional competitive grant (\$500,000+) and a local suballocation grant which is based on city size, which makes us eligible for an \$85,000 grant. Applications for this grant are due by August 15th and I'm sure we'll be applying.

### **Here is AMBAG's announcement for commenting on the Public Participation Plan:**

The Association of Monterey Bay Area of Governments (AMBAG) released its [Draft 2023 Public Participation Plan](#) for the Monterey Bay Area, inviting public review and comment on a fundamental document guiding the agency's public engagement. Members of the public are encouraged to review the draft document and provide feedback. Feedback can be emailed to [hadamson@ambag.org](mailto:hadamson@ambag.org) with the subject line "2023 PPP," or mailed to Heather Adamson, AMBAG, 24580 Silver Cloud Court, Monterey, CA 95340. **The 70-day comment period closes on Thursday, August 23, 2023.** A public hearing will be held at the following meeting:

The public hearings will be held as follows:

- SCCRTC Board of Directors meeting on Thursday, August 3, 2023 at 9am at Santa Cruz County Board of Supervisors Chambers, 701 Ocean Street, Room 525, Santa Cruz, CA 95060. [www.sccrtc.org](http://www.sccrtc.org)
- AMBAG Board of Directors meeting on Wednesday, August 9, 2023 at 6pm at Monterey Bay Air Resources District, Board Room, 3rd Floor 24580 Silver Cloud Court Monterey, CA 93940. [www.ambag.org](http://www.ambag.org).
- SBtCOG Board of Directors meeting on Thursday, August 17, 2023 at 4pm at San Benito County Board of Supervisors Chambers, 481 4th Street, Hollister, CA 95023. [www.sanbenitocog.org](http://www.sanbenitocog.org)
- TAMC Board of Directors meeting on Wednesday, August 23, 2023 at 9am at Monterey County Government Center in the Cinnamon Conference Room, 1441 Schilling Place, Salinas CA 93901. [www.tamcmonterey.org](http://www.tamcmonterey.org)
- Remote participation available for all public hearings. See meeting agenda for Zoom info.

The public comment period offers community members the chance to review and provide feedback on the proposed framework for how AMBAG will conduct public engagement activities. Following the public comment period, AMBAG staff will review the input received and update the plan as needed before bringing it to the AMBAG Board of Directors for final adoption, which is slated for October 2023.



**MST HIGHLIGHTS**  
**Board of Directors Meeting**  
**June 12, 2023**

**MST BOARD SERVICE RECOGNITION AND APPRECIATION**

The MST Board recognized Yanely Martinez for her six years of service on the MST Board and for her outstanding contribution to MST and to the entire community from April 10, 2017 to April 11, 2023.

**RECEIVED PROCLAMATION FROM MONTEREY COUNTY BOARD OF SUPERVISORS**

The MST Board and staff received a proclamation from the Monterey County Board of Supervisors and the Monterey County Emergency Operations Center (MCEOC) for services provided to residents of Monterey County during the Winter Storms of 2023.

**RECOGNIZED JUNE EMPLOYEES OF THE MONTH**

The MST Board adopted resolutions 2023-38 and 2023-39 recognizing Alejandra Chavarin and Francisco Castillo, HR Assistants as the June 2023 Employees of the Month for their outstanding contribution to MST and to the entire community.

**25 YEARS OF SERVICE**

The MST Board recognized Paul Lopez, Facilities Manager for 25 years of service and his outstanding dedication and contribution to MST and the entire community.

**RECEIVED MARCH 2023 WINTER STORMS AFTER ACTION REPORT**

The MST Board received a report on MST's involvement in Monterey County Emergency Operations Center (MCEOC) Pineapple Express Winter Storms and Flood Response, in March 2023.

**ADOPTED FY2024 – FY2025 OPERATING AND CAPITAL BUDGET**

The MST Board held a public hearing, adopted the FY2024 – FY2025 Operating and Capital Budget, approved Resolution 2023-40 authorizing the filing of Federal Grant applications Operating and Capital Budget Summary, 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 2024.

**NEXT MST BOARD MEETING**

The next regular MST Board meeting is scheduled on July 10, 2023.



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

[www.tamcmonterey.org](http://www.tamcmonterey.org)

**HIGHLIGHTS**

**May 24, 2023**

**TAMC Board of Directors Receives State Route 156/Castroville Boulevard Project Update**

The Transportation Agency Board of Directors received an update on the status of the State Route 156 / Castroville Boulevard project from Mike Zeller, TAMC's Director of Programming & Project Delivery and Mike Lew, Caltrans Project Manager.

The presentation reported that the deadline to request allocation of the State Route 156 / Castroville Boulevard Interchange project's \$20 million Trade Corridor Enhancement Program funding allocation is June 30, 2023. The project will not be "ready to list" by this deadline, due to PG&E utility relocation work that will not be completed until December 2023. To avoid losing funding, California Transportation Commission staff supports an at-risk allocation at the June CTC meeting, conditional upon Caltrans receiving all approvals from PG&E to finish the right-of-way certification before the construction contract is awarded.

A total of \$29.5 million has been secured from various local and state sources to construct the SR 156 / Castroville Boulevard Interchange project. Additionally, recent construction cost estimates for the project have come in \$18 million higher than the originally budgeted \$29.5 million. According to the Baseline Agreement between Caltrans, the California Transportation Commission, and TAMC, the additional costs are proposed to come from the state's Trade Corridor Enhancement Program and TAMC's share was approved by the Board to come from Measure X funds previously dedicated for this project.

The State Route 156 / Castroville Boulevard Interchange project is one of the regional safety and mobility projects listed in Measure X and approved by 67.7% of Monterey County voters in 2016.

### TAMC Highway Project Corridor Advisor Provides Update on SR 68 and US 101 Projects

Tony Harris of PointC, Project Corridor Advisor, hired by TAMC to assist with project development for Measure X funded highway projects in Monterey County provided an update on the US 101 South of Salinas and the State Route 68 Scenic Highway projects.

Measure X identified \$160 million to be allocated for regional road safety and congestion improvements. The Transportation Safety and Investment Plan allocates \$82 million of these funds to projects along State Route 68, State Route 156, and US 101. Mr. Harris was hired to assist staff deliver projects on schedule and within the approved budget.

The US 101 South of Salinas project and the State Route 68 Scenic Highway project are both in the Project Approval and Environmental Documentation phase. The Caltrans design team is developing conceptual plans for the US 101 project that will be used to define the project's environmental impacts. Recent flooding events have emphasized the need to coordinate this project with stormwater management efforts along the highway.

Once conceptual designs are completed, a series of public outreach engagements with the Chualar community are scheduled to occur later this year. Staff also continues to coordinate work on this project with the US 101 Traffic Safety Alliance.

The project to construct a northbound auxiliary lane on US 101 near Spence Road is expected to start construction before the end of the year, with completion due early next year.

Mr. Harris reported that the Caltrans design team is close to completing the conceptual plans that define the environmental impacts for the State Route 68 Scenic Highway project; and that he is assisting staff with identifying potential funding sources that can be used to leverage the Measure X funds allocated to both projects.

With community engagement a critical component of the State Route 68 project, staff has tentatively scheduled the first of several community engagement events to be held at a venue near Laguna Seca. The first is on July 19, 2023, in the hospitality pavilion at WeatherTech Raceway Laguna Seca. This meeting will update the public on the project status, discuss what is being studied in the environmental document, and explain how stakeholders can submit input.

- [US 101 South of Salinas project website](#)
- [State Route 68 Scenic Highway project website](#)

### **National Public Works Week**

The Transportation Agency for Monterey County's proclamation of the week of May 21 – May 27 as National Public Works Week joins others from around California and the United States to pay tribute to our 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 2023 National Public Works Week is "Connecting the World Through Public Works". Public works is the thread that connects us all, no matter where we live in the world. Every public works professional strives to improve the quality of life for the community they serve, leading to healthier, safer communities. The "Connecting the World Through Public Works" theme highlights the way public works professionals connect us physically, through infrastructure, and inspirationally, through service to their communities, whether as first responders, or daily workers carrying out their duties with pride. Public works connectors help keep communities strong 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 are what make our communities great places to live and work.

### **California Office of Traffic Safety Seeks Traffic Safety Champions**

As the number of traffic fatalities on California roadways continues to rise, many people across the state struggle with the loss of a friend or family member or suffer serious injuries and significant hardship from a crash. According to the latest projections from the National Highway Traffic Safety Administration, more than 4,400 people were killed in traffic crashes in California in 2022, or 12 people every day. A disproportionate number of those deaths affect Californians of color and low-income communities.

To address this crisis on our roads, the California Office of Traffic Safety (OTS) launched the "[Go Safely Movement](#)" campaign with the help of its traffic safety partners the [California State Transportation Agency](#) (CalSTA), [California Department of Transportation](#) (Caltrans) and [California Highway Patrol](#) (CHP). The campaign aims to establish a strong safety culture in California by raising awareness of the roadway crisis and encouraging people to take a [Community Call to Action Survey](#). Results of the survey will help inform the OTS' highway safety planning efforts and identify "traffic safety champions" to promote more community-level involvement in traffic safety initiatives.

The Go Safely Movement will strengthen connections with communities, provide access to resources and promote traffic safety across transportation systems.

To learn more about the Go Safely Movement, visit [gosafelyca.org/thegosafelymovement](https://gosafelyca.org/thegosafelymovement), and follow Go Safely on [Facebook](#), [Twitter](#), and Instagram [@OTS\\_CA](#) and [@GoSafelyCA](#).

Del Rey Oaks City Council's Representative to the  
Monterey County Mosquito Abatement District (MCMAD) Board of Trustees

Report: Jun 2023

The MCMAD met at Noon on Jun 13, 2023. **(See Agenda)**

The meeting was held at 926 E. Blanco Road in Salinas

Monthly Operations Report:

- a. The district has started CO2 trapping to assess the number and type(s) of mosquitos present in an area.
- b. The district prepared four educational/informational videos
- c. The district is working on producing radio ads
- d. The district had a presence at five events (information booth, etc.)
- e. The district has started evaluating options to replace the aging tractor

Monthly Administrative Report:

- a. The district is looking into contracting some services for the City of Salinas.
- b. The district is coordinating with the County Office of Education to provide information tours for school children.
- c. The district is evaluating options for providing service outside of the current footprint, such as contracting to provide services in south county on an as needed basis.

The next meeting for the Monterey County Mosquito Abatement District Board of Trustees will be at Noon on July 11, 2023, at 926 East Blanco Rd, Salinas, CA 93901.



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

**June 13, 2023**

**~AGENDA~**

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

926 East Blanco Road  
Salinas, CA 93901

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

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

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

**1. CALL TO ORDER:**

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

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

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

**4. CONSENT CALENDAR:**

- A. APPROVAL OF THE MINUTES: May 2023**
- B. PAYROLL WARRANTS: May 2023 \$79,528.25**
- C. COMMERCIAL WARRANTS: May 2023 \$64,251.67**
- D. UMPQUA BANK: April 2023 \$1,486.04**
- E. TIME DISTRIBUTION: May 2023**
- F. BALANCE SHEET: May 2023**
- G. SCHEDULE OF EXPENDITURES: May 2023**
- H. FINANCIAL STATEMENT Q1 2022**

**5. BUSINESS ITEMS:**

**A. RESOLUTION NO. 2223-03**

**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 2023-24 FOR THE MOSQUITO AND DISEASE CONTROL ASSESSMENT**

**B. RESOLUTION NO. 2223-04**

**RESOLUTION OF THE MONTEREY COUNTY MOSQUITO ABATEMENT DISTRICT AUTHORIZING PARTICIPATION IN AND APPROVING THE AMENDED AND RESTATED JOINT EXERCISE OF POWERS AGREEMENT OF THE FIRE RISK MANAGEMENT SERVICES JOINT POWERS AUTHORITY**

Jeff Cecilio  
Board Chair  
County at Large

Don Cranford  
Vice Chair  
County at Large

Nancy Amadeo  
Secretary  
City of Marina

Jason Campbell  
Trustee  
City of Seaside

Ray Coopersmith  
Trustee  
County at Large

Mary Ann Carbone  
Trustee  
City of Sand City

Louise Goetzelt  
Trustee  
City of Del Rey Oaks

Jim Tashiro  
Trustee  
City of Salinas

Diane de Lorimier  
Trustee  
City of Monterey

- C. Approval of Projected Revenues for the Fiscal Year 2023-2024
- D. Approval of the Final Budget for Fiscal Year 2023-2024

6. **MONTHLY OPERATIONS REPORT:** Philip Maschmeyer; Operational Supervisor

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

8. **TRUSTEE COMMENTS:**

*Adjournment to: July 11, 2023*

**DRAFT MINUTES OF THE 853rd REGULAR  
MEETING OF THE BOARD OF TRUSTEES OF THE  
MONTEREY COUNTY MOSQUITO ABATEMENT DISTRICT  
May 9, 2023**

A meeting of the Board of Trustees of the Monterey County Mosquito Abatement District was held on May 9th, 2023, at the District Office in Salinas, California.

**MEMBERS PRESENT:**

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

**GUESTS PRESENT:**

John Bliss, P.E. President SCI Consulting Group  
Edric Kwan, Vice President, SCI Consulting Group  
Triston Foley, SCI Consulting Group  
Brent Ives, BHI Management Consulting

**STAFF PRESENT:**

Mona Sloan, Administrative Assistant  
Paul Palomo, Operations Supervisor

**STAFF ABSENT:**

Ken Klemme, District Manager

**MEMBERS ABSENT:**

Louise Goetzelt, City of Del Rey Oaks  
Ray Coopersmith, County of Monterey

**1. CALL TO ORDER:**

Board Chair Jeff Cecilio called the 853<sup>rd</sup> Regular Meeting to order at 12:02 PM

**2. ROLL CALL:**

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

**3. PUBLIC COMMENTS:**

NONE

**4. CONSENT CALENDAR:**

- A. APPROVAL OF THE MINUTES: April 2023
- B. PAYROLL WARRANTS: April 2023 \$80,503.73
- C. COMMERCIAL WARRANTS: April 2023 \$17,525.92
- D. UMPQUA BANK: March 2023 \$1,866.40
- E. TIME DISTRIBUTION: April 2023
- F. BALANCE SHEET: April: 2023

- G. SCHEDULE OF EXPENDITURES: April 2023
- H. APPROVAL OF THE SPECIAL MEETING MINUTES: April 18<sup>th</sup> 2023

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

5. **BUSINESS ITEMS:**

A. Approval of RESOLUTION NO. 2223-01

**RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE MONTERREY COUNTY MOSQUITO ABATEMENT DISTRICT  
INTENTION TO CONTINUE ASSESSMENTS FOR FISCAL YEAR 2023-24,  
PRELIMINARILY APPROVING THE ENGINEER'S REPORT, AND PROVIDING FOR  
NOTICE OF HEARING  
FOR THE MONTERREY COUNTY MOSQUITO ABATEMENT DISTRICT,  
MOSQUITO AND DISEASE CONTROL ASSESSMENT**

After discussion, **Trustee Amadeo moved to approve Resolution 2223-01 as presented, Trustee Carbone seconded;** the motion was carried by the following vote:

AYES: Cecilio, Cranford, Campbell, Amadeo, Carbone, de Lorimier, Tashiro

NOES: NONE

ABSENT: Goetzelt, Coopersmith

ABSTAINED: NONE

B. Approval of RESOLUTION NO. 2223-02

**RESOLUTION CERTIFYING COMPLIANCE WITH STATE LAW WITH RESPECT  
TO THE LEVYING OF GENERAL AND SPECIAL TAXES, ASSESSMENTS, AND  
PROPERTY-RELATED FEES AND CHARGE**

After discussion, **Trustee Amadeo moved to approve Resolution 2223-02 as presented, Trustee de Lorimier seconded;** the motion was carried by the following vote:

AYES: Cecilio, Cranford, Campbell, Amadeo, Carbone, de Lorimier, Tashiro

NOES: NONE

ABSENT: Goetzelt, Coopersmith

ABSTAINED: NONE

### **C. Presentation from Jon Bliss regarding annexation costs and Procedure**

John Bliss, from SCI Consulting introduced the Board to new Vice President, Edric Kwan and Triston Foley. Bliss spoke about the District's broad public health mission and presented several routes we could pursue in the event that we make a decision to expand the Districts sphere of influence.

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

Paul Palomo, presented the monthly operations report, informing the Board of the District's work in April which included roughly (62) service requests ranging from backyard sources to roadside ditches, mosquito fish deliveries and work performed at marshlands in Prunedale and the Elkhorn Slough. The District celebrated our new office with a very successful Ribbon Cutting Ceremony hosted by the Salinas Chamber of Commerce in which approximately (80) residents and City Council officials attended. We have been working on our social media outreach and have produced (6) videos; (1) of which has over 1,000 views.

#### **7. TRUSTEE COMMENTS:**

Trustee Tashiro commended the District on what a great job they did organizing the Ribbon Cutting Ceremony.

#### **8. BRENT IVES MANAGEMENT CONSULTING – STRATEGIC PLANNING WORKSHOP:**

Brent Ives conducted the second Trustee strategic planning session which included a power point presentation honing down on the long and short-term goals of the District. The next narrative is a draft plan for the future vision of the District.

9. **ADJOURNMENT:**

*With no further inquiries, Board Chair Cecilio adjourned the meeting at 2:07 PM to the next regularly scheduled meeting on June 13<sup>th</sup> at noon.*

\_\_\_\_\_  
Jeff Cecilio, Board Chair

ATTEST: \_\_\_\_\_  
Nancy Amadeo, Board Secretary



*To meet the challenges of declining resources and climate change by helping our communities transition to sustainable practices*

June 12, 2023

*Delivered Via Email*

Steering Committee

Karen Harris, Co-Chair and  
Founding Member

Alison Kerr, Co-Chair and  
Mayor of DRO 2018-2022

Anne Auburn,  
Treasurer

Anne Canright,  
Communicator

Carol Kaplan,  
Membership Coordinator

Dr. Kevin Raskoff,  
Recording Secretary

Please note: SDRO member  
Dr. Kevin Raskoff and previous  
SDRO Co-Chair/DRO Vice Mayor  
Kim Shirley were not a part of  
any discussion about this topic,  
nor involved in the writing of  
this letter.

Honorable Mayor and City Council,

Sustainable Del Rey Oaks would like to weigh in on the Surplus Land Act and three parcels that the city recently opened for the possibility of purchase: the 17.7 acres bordering Highway 218 and General Jim Moore Blvd; 18 adjacent acres to the north of this area on South Boundary Road; and 232 acres along the north side of South Boundary Road. While we realize that some part of this land may well be devoted to hardscape development, SDRO would advocate for keeping as much as possible undeveloped—or rather, developed and managed specifically for wildlife and recreational benefit.

The tracts under consideration embrace a rich variety of landscapes, including natural wetlands and gentle canyons, and they are an important part of the broader regional watershed. If a dedicated wildlife and recreational corridor were established, that land would connect Fort Ord National Monument in the north to Jacks Peak Park and Rancho Cañada, Los Padres National Forest, and ultimately San Simeon in San Luis Obispo County. Working with partners to designate areas of our properties as parkland would expand access for citizens of Del Rey Oaks, Seaside, and surrounding communities to the wildlands at our doorstep.

Presently, the Monterey Peninsula Regional Parks District (MPRPD) oversees the 17-acre Frog Pond Wetland Preserve and the 20-acre “Frog Pond East” directly across General Jim Moore Blvd, to the north of the 17.7-acre parcel. SDRO agrees with the city’s description of the 17.7-acre parcel, known as Site 2 in the Notice of Availability: “The site environmental considerations, road access, and steep terrain significantly limit developable acreage. Biological and habitat considerations are also major constraints to development of the site. The site is adjacent to and contiguous with existing Parks District parklands and is likely most suited to similar use.” Because of the June 1, 2023 Monterey County Weekly article, we know that MPRPD and Big Sur Land Trust have expressed interest in this parcel, and potentially others. **We support the City Council in working with the MPRPD to expand its holdings in this area.**

By linking Site 2 and segments of the additional acreage to the Frog Pond, Arroyo del Rey, and the wetlands within Work Memorial Park, our city can create a continuous corridor of parkland and a critical connection to the future part of our community on the former Ft. Ord parcel(s). We are already on the right path with the FORTAG trail, which, as it continues to be realized, will create a safe passage for people and wildlife to cross General Jim Moore Blvd., and connect with these properties and the Fort Ord National Monument.

All around the country, studies have shown that expanded greenspace, with dedicated recreation trails and ready access to nature, raises property values and increases a sense of community and well-being. Safeguarding natural habitat within the additional properties being offered for sale, and incorporating biodiversity into urban design, ensures not only economic benefits of potential development for the city of Del Rey Oaks, but also continued resilience, livability, and sustainability for our community as a whole.

Dedicating land to preservation is a big and bold investment in our future, both economically and environmentally. Isn't that what we all want for Del Rey Oaks?



Karen R. Harris  
Co-Chair, Sustainable Del Rey Oaks



Alison Kerr  
Co-Chair, Sustainable Del Rey Oaks

CC: DRO City Manager John Guertin  
DRO Planning Commissioners  
Supervisor Wendy Root-Askew, Monterey County District 4  
Mayor Tyller Williamson, Monterey  
Mayor Ian Oglesby, Seaside  
Board President Kathleen Lee, Monterey Peninsula Regional Parks District  
Board President Ken McIntyre, California Native Plant Society  
Board President Cathy Rivera, Communities for Sustainable Monterey County  
Board Chair Michael LeBarre, Transportation Agency Monterey County  
Steering Committee Chair Catherine Crockett, Sustainable Seaside



May 25, 2023

**Steering Committee**

Karen Harris, Co-Chair

Alison Kerr, Co-Chair  
and Mayor of Del Rey  
Oaks, 2018 - 2022

Anne Auburn,  
Treasurer

Ann Canright,  
Communicator

Carol Kaplan,  
Membership  
Coordinator

Dr. Kevin Raskoff,  
Recording Secretary

Please note: SDRO member Dr. Kevin Raskoff and previous SDRO Co-Chair/DRO Vice Mayor Kim Shirley were not a part of any discussion about this topic, nor involved in the writing of this letter.

John Guertin, City Manager  
Del Rey Oaks, CA 93940  
Via Email: [jguertin@delreyoaks.org](mailto:jguertin@delreyoaks.org)

Sustainable Del Rey Oaks (SDRO) welcomes the opportunity to comment on the Draft Initial Study/Mitigated Negative Declaration Declaration for Monterey Peninsula Engineering's proposed Pavement Recycling Facility Project as required by CEQA. This facility is proposed to be located on DRO's property, formerly Ft. Ord.

After reviewing the Initial Study/Mitigated Negative Declaration report prepared by Denise Duffey and Assoc., SDRO has a few concerns regarding the sustainability of the project with regard to short- and long-term public health and environmental consequences. The report states there are probable health concerns due to concrete dust. The dust would be generated from the crushing of concrete into a powder for reuse. The proposed mitigation is to conduct monitoring and spray the air and soil with water to reduce dispersion.

According to OSHA (CFR 1926.1153) hardened, dry concrete is a hazardous material. It is composed of cement, rocks (crystalline silica), calcium oxide, and amorphous silica. The release of silica into the air is a major health concern. It is a carcinogen (lung cancer), and causes silicosis (a terrible disease which hardens lungs). The CEMEX Material Safety Data

Sheet (MSDS) for dry Hardened Concrete states inhaling large quantities of this dust requires immediate medical attention. Do not breathe dust, spray, mist, or fumes.

It also states the release of hardened concrete material into the environment must be avoided. If any material escapes spill containment into drains, surface waters, and/or groundwater the local, state, and federal laws and regulations for additional clean-up and/or reporting requirements should be followed.

It seems doubtful that a spray mist of water can prevent this hazardous material from escaping offsite. Additionally, the existing facility is moving because Marina doesn't want the noise and dust from the operations to impact their new housing development. DRO is also looking to develop our Ft Ord property to meet State House Element requirements. We would like to see a diagram depicting the location of the 100 acres approved for housing by the FORA Environmental Services Cooperative Agreement (ESCA) Remediation Program. This will help determine whether future housing projects could be impacted by wind-blown dust, a break in containment berms, or runoff from rainwater.

A few entries in the Initial Study warrant particular mention:

"Hazardous materials and waste can result in public health hazards if improperly handled, released into the soil or groundwater, or through airborne releases in vapors, fumes, or dust." (Page 48 of the Public Draft IS/MND Pavement Recycling Facility April 2023 PDF)

"The December 2022 biological survey was conducted outside of the blooming period of these [sensitive native] species; therefore, the presence/absence of these species within the site could not be determined. If present within the site, construction activities could result in adverse impacts to these species, including loss of individuals, soil compaction, dust, loss of habitat, erosion, and introduction and spread of non-native, invasive species. If present and cannot be avoided, impacts to seaside bird's-beak and/or Monterey gilia would require an ITP [incidental take permit] from CDFW [California Department of Fish and Wildlife]. This is a potentially significant impact." (Page 36-37 of Public Draft IS/MND Pavement Recycling Facility April 2023 PDF)

The Initial Study reiterates throughout that it does not address the proposed 5 years of operations, but simply the initial build-up of the area. For example, it states: "The proposed project consists of the relocation of an existing facility; therefore, the project would not result in new GHG [greenhouse gas] emissions" ... "or an increase in traffic trips" ... "or an increase of criteria pollutants" ... beyond existing levels. This may all be true in an absolute sense, but when placed within the context of Del Rey Oaks and South Boundary Road, the facts are more nuanced. The report indicates that a diesel generator would be installed; construction activities would generate 5–10 heavy truck trips per day during construction, and 25 heavy truck trips per day during operations. **And this project would introduce pollutants that would affect DRO land.**

Before you decide on this project, we ask you to do due diligence and be transparent with your discoveries so you and the public have the full picture of the potential impacts of this project. We recommend the following:

1. Visit the current MPE recycling facility location during the work day, without notifying them. Take note of any dust or noise issues.
2. Require another plant survey to be conducted during the appropriate time of year, as identified in the draft report.
3. Understand the federal and state regulations involved with this activity. Ensure that all MPE current regulated testing, reports, and permits, including but not limited to chemical contaminant makeup, GHG estimates, silica dispersal, alkalinity levels, NPDES, MBARD reports, and Stormwater Pollution Prevention Plan are available for review and up-to-date.

- 4. Provide clarification for the public of the following:
  - A. Over the course of the 5 years, describe environmental monitoring (air, water, noise) that will be conducted, the mitigations that will be applied if the monitoring raises issues, and who makes these decisions.
  - B. We are concerned that the facility's lease could be extended past 5 years. Will a new environmental impact study be required if a renewal is requested?
  - C. Determine whether this recycling plant has the potential to impact any future residential development along South Boundary Road.
  - D. Ensure the City is in compliance with the HMP and 2017 Programmatic Biological Opinion (BO), and has an approved Borderland Management Plan before continuing further with this project. These documents should be made available to the public.
  - E. Ensure the City will not be liable to pay for the cost and time needed for a Take Permit, or any lawsuits which might arise.
  - F. Evaluate if storms such as we had this winter could reasonably affect water runoff into surrounding land and potentially the Arroyo del Rey, and leakage into our groundwater.
  - G. What "additional holding yard space" does the City of Del Rey Oaks need?
  - H. The Initial Study states, "A text amendment to City's municipal code to allow the proposed project as a conditional use." We look forward to public review of this amendment.

If after sharing these results, you are satisfied with the answers to these questions and still want to move forward, we urge the lease contract/conditional use permit to include a 5:1 ratio for the permanent conservation mitigation property, a clearly defined exit plan, and a penalty phrase if damage occurs.

The serious nature of this project could reasonably jeopardize the health of our community and our environment. The proposed mitigations are not acceptable for the risks associated with this hazardous operation. The future sustainability of our property, income potential, environment, and most importantly, our public health is at stake.

We trust that you will thoroughly evaluate the possible serious impacts of this project to water and air quality, waste materials, noise, and any long-term costs to residents and the city.

Respectfully submitted:



Karen R. Harris  
Co-Chair, SDRO



Alison Kerr  
Co-Chair, SDRO

- Enclosures:
- List of Recipients
  - MSDS on solid concrete
  - Frac Sand Mining - silica dust travels 750m
  - OSHA exposure protection

As Sustainable Del Rey Oaks was researching potential project impacts, we discovered numerous contradictions or omissions. For example, we found two different studies that revealed the serious health concerns from wind-blown silica dust exposure that can affect populations living or working between either 750 meters or 2 kilometers from frac sand mining operations. The difference could affect a significantly larger population. Another example is the proposed project's CEQA Initial Study mentions that riparian and sensitive Central Maritime Chaparral habitats would have substantial adverse impacts if mitigation measures are not implemented (p. 32 and p. 38, BIOLOGICAL RESOURCES, b). However, the mitigation measures listed do not address riparian habitat protections.

Due to the complexity of the project and potential concerns, Sustainable Del Rey Oaks looks to the professionals below to offer their expertise and a thorough vetting of the proposed project.

Erin Harwayne, Denise Duffey & Assoc.: [eharwayne@ddaplanning.com](mailto:eharwayne@ddaplanning.com)

DRO City Council:

Mayor Scott Donaldson: [sdonaldson@delreyoaks.org](mailto:sdonaldson@delreyoaks.org)

Vice-Mayor Kim Shirley: [kshirley@delreyoaks.org](mailto:kshirley@delreyoaks.org)

John Uy: [juy@delreyoaks.org](mailto:juy@delreyoaks.org)

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Bill Ragsdale-Cronin: [bragsdalecronin@delreyoaks.org](mailto:bragsdalecronin@delreyoaks.org)

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Mayor Ian Oglesby, Seaside: [ioglesby@ci.seaside.ca.us](mailto:ioglesby@ci.seaside.ca.us)

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