



# CITY OF DEL REY OAKS

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

## **REGULAR MEETING AGENDA OF THE CITY OF DEL REY OAKS CITY COUNCIL TUESDAY, SEPTEMBER 24, 2024 AT 6:00 PM**

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

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

### **Join Zoom Meeting**

<https://us02web.zoom.us/j/82067786100>

- 1. ROLL CALL - Council**
- 2. PLEDGE OF ALLEGIANCE**
- 3. PUBLIC COMMENTS: General Public Comment must deal with matters subject to the jurisdiction of the City and the Council that are not on the Agenda. Anyone wishing to address the City Council on matters not appearing on the Agenda may do so now. The public may comment on any other matter listed on the Agenda at the time the matter is being considered. There will be a time limit of not more than three minutes for each speaker. No action will be taken on matters brought up under this item and all comments will be referred to staff.**
- 4. PROCLAMATION:**
  - A.** California State Representative Dawn Addis to present a proclamation in honor of Council Member Bill Ragsdale-Cronin
  - B.** Recognizing Stormwater Awareness Week
  - C.** Honoring National Hispanic Heritage Month
- 5. PRESENTATION:**
  - A.** Community Human Services - Robin McCrae
- 6. CONSENT AGENDA:**
  - A. MINUTES: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)**

[1.](#) August 27, 2024, City Council Meeting Minutes

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

[1.](#) Financials July & August 2023 - July & August 2024

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

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

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

[1.](#) Approve Resolution 2024-17, Ratifying City Manager Action to Execute Agreements with Monterey Peninsula Engineering for Road and Drainage Work on Rosita Road

**7. OLD BUSINESS:**

**A.** Housing Element Status Update

**8. NEW BUSINESS:**

[A.](#) Approve Resolution 2024-18 Authorizing the City Manager to Execute Memorandum of Understanding with the County of Monterey for Tobacco Retail Licensing and Administration and Enforcement Service.

**9. STAFF REPORTS:**

[A.](#) Council Reports

**10. CORRESPONDENCE:**

[A.](#) CLETS Audit Findings - Police Department

**B.** MST Highlights

**C.** TAMC Highlights

**D.** Response Letter to HCD's review of ADU Ordinance

**11. NEXT MEETING DATE:**

**Tuesday, October 22, 2024 at 6:00pm**

**12. ADJOURNMENT in Memory of Council Member Bill Ragsdale-Cronin**

***Information distributed to the Council at the meeting becomes part of the public record. A copy of written material, pictures, etc. must be provided to the secretary for- this purpose.***

***All enclosures and materials regarding these agenda items are available for public review at the Del Rey Oaks City Hall, 650 Canyon Del Rey Road, Del Rey Oaks.***



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## PROCLAMATION STORMWATER AWARENESS WEEK September 23 – September 27, 2024

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

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

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

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

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

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

**NOW THEREFORE, BE IT RESOLVED**, that the City Council does hereby proclaim the week of September 23 – September 27, 2024, as Stormwater Awareness Week, and urges all residents to recognize the importance of water quality and its impacts on our community health, safety, welfare, and quality of life.

Signed this 24th day of September, 2024

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



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## PROCLAMATION

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

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

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

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

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

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

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

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

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

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

**NOW, THEREFORE** I, Scott Donaldson, Mayor of the City of Del Rey Oaks, do hereby proclaim September 15-October 15, 2024 as National Hispanic Month in the City of Del Rey Oaks and I urge all citizens to embrace the diversity that strengthens us and continue striving to ensure the American dream is with reach for generation of Hispanics to come.

Signed this 24th day of September 2024

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

# **City of Del Rey Oaks**

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



## **Action Minutes**

**Tuesday August 27, 2024 - 6:00 PM**

**City Council – Regular Meeting**

**Del Rey Oaks City Council**

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

**6:00 PM – Called to Order:**

The meeting was called to order by "Honorary Mayor" Mateo Rodriquez

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

Absent: Councilmember Ragsdale-Cronin

Also Present: City Manager Guertin, City Attorney Lorca, Police Chief Bourquin, Public Works Supervisor Fucci, City Clerk Minami, Administrative Services Technician Matthews and Deputy City Clerk Batra.

**Pledge of Allegiance:**

Led by "Honorary Mayor" Mateo Rodriquez

**Public Comment:**

**Chelsea Lenowska:** Running for Monterey Peninsula College Trustee. Outlines qualifications and status quo of current board; introduces self as new voice and perspective for the Peninsula. Direct citizen to website at [www.chelsealenowska.com](http://www.chelsealenowska.com) for more information.

**Mike O'Brian:** From Work Ave in Del Rey Oaks, recognizes Officer Jeff Andoy for going above and beyond the call of duty in helping a citizen experiencing mobility challenges by transporting him to a service center for assistance.

**Mayor Donaldson:** Thanks Mr. O'Brian for recognizing Officer Jeff Andoy, and acknowledges Officer Andoy's continued excellence as an officer in Del Rey Oaks Police Department.

**PROCLAMATION:**

- A. Recognizing Jamison Jones for His Outstanding Eagle Scout Service Project

**PRESENTATION:**

- B. Community Human Services - Robin McCrae

**Presentation to be rescheduled for a future City Council meeting**

- C. Central Coast Community Energy - Judith Young

**Presentation given by Sophia Schwirzka instead:** presents on 3CE, gives brief history of organization and mission. Provides over 80% of electricity from clean sources, biggest challenges are delays in permits and installation timelines. Provide affordable rates, incentives, and rebates to participating customers. Rebates in areas of Electric Vehicle (EV) purchase, EV charging, and electrical infrastructure. New rebate program for residential battery rebate, between \$300-\$500 per kilowatt hour of system capacity. Also offering rebates for state compliant EVs for city fleet, with assistance offered in what, when, and how many can be purchased. Thanks Del Rey Oaks for opportunity to be local electricity provider.

**Vice Mayor Uy:** Thanks for initiative and presentation. How can citizens access incentives through 3CE?

**Sophia:** Need to be a customer. Apply through online forms; easy streamlined process, with additional resources for Spanish-speaking customers.

**Vice Mayor Uy:** What are common challenges for citizens applying?

**Sophia:** Participants often don't realize they qualify for programs and rebates, particularly additional state and federal programs in addition to 3CE incentives.

**Council Member Hallock:** Thanks for presentation and attendance. How do bills for 3CE customers now compare to before customers opted in, and how 3CE has created job opportunities locally and regionally?

**Sophia:** All constituents still billed for energy delivery through PG&E, the generation costs are through 3CE and are an average of 24% lower than the previous generation provider. 3CE committed to working with local workers and businesses, and maintains a small and local vendor list. Diverse suppliers participate in the 3CE RFP processes.

**Council Member Shirley:** Who can participate in 3CE programs?

**Sophia:** The 94% of Del Rey Oaks residents who opted into 3CE.

**Council Member Shirley:** Expand on rebates in residential programs.

**Sophia:** Electrify your Ride has \$1000-\$4000 in rebates to help customers purchase new or used EVs, with additional rebates available for EV charging equipment and installation. References the residential battery program previously discussed; emphasizes solar not needed to install back up battery. Additional Electrify your Home programs works with contractors to help with costs to update electric infrastructure in home and replace gas appliances with electric. An Accessory Dwelling Unit (ADU) program to provide \$5,000 per ADU up to \$10,000 per property for electric infrastructure.

#### **PUBLIC COMMENT:**

**Jim Clark:** Any solar programs available?

**Sophia:** 3CE invests in large scale solar projects and then passes savings from electricity generated from those projects to customers. The battery program could be used with solar, but 3CE does not have direct residential solar rebates or programs for purchase or installation.

#### **CONSENT AGENDA:**

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

1. April 23, 2024, City Council Meeting Minutes
2. June 25, 2024, City Council Meeting Minutes

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

**Section 15378)**

1. Financials July 2023 - July 2024
2. Fire Department Response Report, July 2024
3. Police Activity Report, July 2024

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

1. Approve Resolution 2024-15, authorizing the Designation of Applicant's Agent for Non-State Agencies allowing the City to be eligible to receive federal disaster relief funding for 2023 storm-related damages to City Hall
2. Authorize the Purchase of Pollution and Legal Liability Insurance Coverage for the City's Former Fort Ord Properties at a Coverage Level of \$1 Million Dollars

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

**Motion passed unanimously 4-0**

**PUBLIC COMMENT:**

None

**OLD BUSINESS:**

- A. None

**NEW BUSINESS:**

- A. None

**Mayor Donaldson:** A lot of projects city-wide from behind Safeway to work on Rosita Road. City Manager Gurtin to provide updates.

**City Manager Guertin:** New staff at City Hall and personnel manual updates. Working to find management company for Short Term Rentals and Business License so staff can better serve public at counter. FORTAG delays due to utility relocation, next week starts road widening. Keeping TAMC aware of community concerns regarding the FORTAG project and disturbance to community. Most construction on the 218 during day to reduce nighttime noise, only about 3-4 nights of construction scheduled. Links to info on City website. Many upcoming capital improvement projects, including Rosita Road repairs and French drain installation to preserve road and catch runoff from natural spring erosion. Secured additional federal funding to repair creek erosion. Wildfire fuel reduction from Del Rey Oaks Park to Work Memorial Park to make the city safer and less susceptible to wild fires. Will take three weeks. (Looks to Public Works Supervisor Fucci)

**Public Works Supervisor Fucci:** Six weeks

**City Manager Guertin:** Also, Police Chief Bourquin secured FEMA funding to fix roof damage at City Hall and erosion damage in the parking lot.

**Mayor Donaldson:** City Manager Guertin doing a lot behind the scenes for environmental and development work on South Boundary Road and the old Fort Ord property.

**City Manager Guertin:** Continuing to make progress with developers and due diligence. Next month we will have final response to HCD for Housing Element update. Have a response from HCD on ADU update and good comments for the Housing Element update and the ordinance update.

**Council Member Shirley:** Anything on South Boundary Road?

**City Manager Guertin:** Waiting for engineering to get us further information.

**Mayor Donaldson:** Council Member Ragsdale-Cronin facing significant challenges; please send good thoughts his way.

**STAFF REPORTS:**

- A. Council Reports

**CORRESPONDENCE:**

- A. Post Certification Letter for Police Department
  - MST Highlights
  - TAMC Highlights
  - Veteran's Affair Update

**NEXT MEETING DATE:** Tuesday, September 24, 2024 at 6:00pm

**ADJOURNMENT:** 6:41pm

**Attest:**

**Date:**

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## Staff Report

**DATE:** September 24, 2024

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

**FROM:** John Guertin, City Manager

**SUBJECT:** Receive July 2024 Financial Reports

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

### Consideration

Receive July 2024 draft Financial Reports.

### Background

The City Council routinely receives financial reports for the previous month. Since there was no meeting in September, we are now transmitting the July 2024 Financial Report. This report reflects all expenditures and revenues for the year.

### Summary & Discussion

Attached are the July 2024 financial reports.

- July 2024 Cash Balances – The report shows where the City’s funds are invested. The City continues to have a healthy cash balance of \$13,132,403 of which \$4,440,092 are unrestricted.
- July 2024 Checks Issued Register –This is a listing of all the payments issued during the month. The total checks issued of \$831,871.
- July 2024 General Fund Summary – This is a one-page summary of the General Fund summarized as follows:

	FY 2025 Budget	July 2024 Actual	July 2024 YTD Actual	Collected /Spent
Revenue	\$ 4,808,300	\$ 441,806	\$ 441,806	9%
Expenditures	4,829,350	697,971	697,971	14%
Net Revenue over Expend	(21,050)	(256,165)	(256,165)	
Transfers Out to CIP	80,000	-	-	0%
Net Operating Surplus	<u>\$ (101,050)</u>	<u>\$ (256,165)</u>	<u>\$ (256,165)</u>	

- At 8.33% of the year (1 month) the revenues are at 9%. The expenditures are at 14% of the budget. For the month of July 2024, the General Fund shows a deficit net revenue over expenditures of \$256,165 due to all payments made at the beginning of the year for FY 2025 UAL, Insurances-Liability, Workers Comp & Property.
- July 2024 Statement of Revenues and Expenditures – shows fiscal year-to-date actuals in comparison with FY 2024 budget summarized as follows:

	FY 2025 Current Budget	July 2025 Actual	July 2025 YTD Actual	% Collected/ Spent
<b>REVENUE:</b>				
000 Non Departmental	\$ 3,462,600	\$ 331,349	\$ 331,349	10%
210 Airport Police Services	1,345,700	110,457	110,457	8%
	<u>4,808,300</u>	<u>441,806</u>	<u>441,806</u>	<u>9%</u>
<b>EXPENDITURES:</b>				
110 Council	\$ 30,900	\$ 2,209	\$ 2,209	7%
111 City Clerk	579,800	119,203	119,203	21%
120 City Manager	357,100	52,422	52,422	15%
130 Finance	285,800	1,343	1,343	0%
150 Legal	128,300	176	176	0%
160 Planning & Building Regulation	103,400	-	-	0%
180 Government Buildings	11,000	-	-	0%
190 Non-Departmental	34,100	16,890	16,890	50%
210 Police	2,732,650	478,726	478,726	18%
220 Fire/Animal Control	234,400	-	-	0%
311 Public Works/Streets	288,800	26,711	26,711	9%
411 Parks/Recreation	43,100	291	291	1%
	<u>4,829,350</u>	<u>697,971</u>	<u>697,971</u>	<u>14%</u>
Transfers to CIP-Housing Element 6	80,000	-	-	0%
Total	<u>\$ 4,909,350</u>	<u>\$ 697,971</u>	<u>\$ 697,971</u>	

**Fiscal Impacts**

None. This is informational only.

**Recommendation**

Staff recommend receiving the reports.

**ATTACHMENTS:**

- July 2024 Cash and Investment
- July 2024 Checks Register
- July 2024 General Fund Summary

- July 2024 Statement of Revenues & Expenditures-YTD Budget v. Actual Detail

Respectfully Submitted,

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John Guertin, City Manager

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

Accounts			
Unrestricted			
General Checking	\$ 431,254.00		
Local Agency Investment Fund			
Reserve for Economic Uncertainties	1,652,182.00	4.520%	
Unappropriated Funds	2,356,656.00	4.520%	
Total Unrestricted	<u>4,440,092.00</u>		
Restricted			
PARS-115 Trust Fund	357,267.00		
Dev - Monterey Peninsula Partner	9,063.00		
Fidelity Title Escrow Acct - GJM/SBR Intersection	1,056,168.00		
Fidelity Title Escrow Acct - SBR Construction	7,269,813.00		
Total Restricted	<u>8,692,311.00</u>		
<b>Total Cash and Investments</b>	<b><u><u>\$ 13,132,403.00</u></u></b>		

**City of Del Rey Oaks  
Check/Voucher Register  
From 07/01/2024 Through 07/31/2024**

Check Number	Payee	Transaction Description	Check Amount
71924	ADP	ADP July 2024 fees	651.95
22183	A.F. Electric, Inc.	Service & Repair Bathroom Bottom Parking Lot	125.00
22184	ALLIANT INSURANCE	Policy Renewal 2025-07-01	5,047.00
22185	AMERICAN LOCK & KEY	Keys City Hall	19.12
	AMERICAN LOCK & KEY	PD Lobby Door	717.58
22186	AMERICAN SUPPLY COMPANY	Supplies	94.39
22187	BRIAN PEREZ	Wellness	572.82
22188	CivicPlus, LLC	Municode Meetings Premium Annual 2025-05-01	4,920.00
	CivicPlus, LLC	Online Code Hosting, Subscription & Ord Link Period 07/01/24 to 6/30/25	839.22
22189	CoPower	July 2024 Dental Premiums	2,580.79
22190	ECONOMIC&PLANNING SYSTEMS, INC.	Project 222079 February 2024	6,433.75
	ECONOMIC&PLANNING SYSTEMS, INC.	Project 222079 March 2024 - April 2024	10,537.50
22191	Employment Development Department	Acct ID 925-0483-6 UI Liability Period Ending 03/31/2024	940.23
22192	G.P.S. SOLUTIONS	Building Permits & Fees 2024-06	5,115.93
22193	HDL COMPANIES-HINDERLITER, DE LLAMAS & ASSOC.	Audit Services - Sales Tax Q4/2023	5.49
22194	HOME DEPOT CRC	Supplies 2024-06	129.98
22195	International Business Information Technologies, dba, LEFTA Systems	FY24/25 Annual Subscription/License Fee	2,912.01
22196	KOOL INC. ENTERTAINMENT SALES	AV System Repair Council Chambers	782.46
22197	MONTEREY BAY AREA INSURANCE FUND	FY 24/25 Premium WC, Property, Liability Insurance	260,324.95
22198	MONTEREY BAY TECHNOLOGIES, INC.	Cyber Power 1350VA UPS Power Supply - PD Supervisor PC	142.01
	MONTEREY BAY TECHNOLOGIES, INC.	IT Service 2025-07	1,800.00
	MONTEREY BAY TECHNOLOGIES, INC.	Microsoft Office 365 Business - Matthews	128.62
22199	MONTEREY COUNTY ANIMAL	Acct# 4000-8442-8072-5750 4th QTR FY 2023-24	239.00
22200	MONTEREY COUNTY AUDITOR/CONTROLLER	LAFCO Budget Allocation 2024-2025	2,734.92
22201	NEILL ENGINEERS CORP	Retainer 4/1/2024 - 6/30/2024	300.00
22202	NEXTREQUEST	CPRa Request Software	10,067.40
22203	ODP Business Solutions, LLC	Supplies	17.39
22204	PURE WATER	Supplies	54.75
22205	ROGER GUZMAN	Travel Reimbursement 2024-03	301.00
22206	SIGN WORKS, INC.	Decals Magnets City Logo for Public Building Official	79.38
22207	TAMC	CMP/Regional Transportation Planning Assessment FY 2024- 25	510.00
22208-Void	THE MAYNARD GROUP, INC.	Service Period 07/01/24 to 7/31/24	-
22208-Void	THE MAYNARD GROUP, INC.	Service Period June 2024	-
22209	THOMAS DOWSON	Taser Training 2024-06	50.95
22210	US Bank Equipment Finance	Copier Milolta Copier Lease 2024-07	135.64
	US Bank Equipment Finance	Copier Minolta Copier Lease 2024-07	397.84
22211	Veritone, Inc	FY 24/25 Period 07/17/24 to 07/16/25	1,700.00
22212	Verizon	Service Period May 24 - June 23	80.02
22213	VSP	ID# 30004100 July 2024	261.27
22214	Whitson Engineers	Project 30685.08 South Boundary Road - Civil 2024-05	2,034.81
22215	YSS BUILDERS, INC.	Council Chambers-Renovate Exterior Closets	4,992.00
	YSS BUILDERS, INC.	Exterior Electric Work- City Hall	3,724.00
	YSS BUILDERS, INC.	Install Trim City Hall Front Lobby Door	1,022.00
22216	AFLAC	Acct# QAE62 - June 2024	536.70
22217	AFLAC	Acct#QAE62 Premium 2024-07	536.70
22218	AMBAG	Member Jurisdiction Dues FY 2024-25	862.23

**City of Del Rey Oaks  
Check/Voucher Register  
From 07/01/2024 Through 07/31/2024**

Check Number	Payee	Transaction Description	Check Amount
22219	AMERICAN LOCK & KEY	Dog Park Keys 2024-07	291.55
	AMERICAN LOCK & KEY	Storeroom Lever 2024-07	282.49
22220	AT&T CAL NET 2	Acct# 9391081967 2024-07	838.74
22221	AT&T MOBIILITY	Acct# 287290891231 - 7/3/2024 - 8/2/2024	357.21
	AT&T MOBIILITY	Service Period 2024-06	40.24
22222	BRIAN PEREZ	Traning Internal Affairs Training 2024-06	1,544.75
22223	CALIFORNIA BUILDING STANDARDS COMMISSION	Building Permit Fee 2024-06	17.10
22224	CITY OF SEASIDE	Fire Contract 4th Qtr FY23/24	56,878.75
22225	CoPower	Dental Premiums 2024-08	2,433.81
22226	COLANTUONO, HIGHSMITH & WHATLEY, PC	Legall Services 2024-06	1,578.50
22227	COMCAST BUSINESS	Acct# 8155100230699260 Service Period 07/18/24 - 08/17/24	285.65
	COMCAST BUSINESS	Acct# 8155100280008479 Service Period 07/10/24 - 08/09/24	368.14
22228	COMMUNITY HUMAN SERVICES	CHS JPA Allocation FY 2025	4,900.00
22229	CORELOGIC SOLUTIONS, LLC.	Research Data 2024-06	159.14
22230	CORONADO DEISEL MOBILE SERVICES, INC.	Dodge Charger 2014 - Tune Up 2024-07	721.64
	CORONADO DEISEL MOBILE SERVICES, INC.	Ford Explorer Full Lube Job & Safety Inspection 2024-07	336.60
	CORONADO DEISEL MOBILE SERVICES, INC.	Ford Explorer Headlight 2024-07	343.50
	CORONADO DEISEL MOBILE SERVICES, INC.	Ford Taurus Pump 2024-07	339.22
	CORONADO DEISEL MOBILE SERVICES, INC.	Ford Taurus Pump 2024-07	656.32
22231	County of Santa Clara	Copylink Info Sharing 2024 Jan-Dec 2025	478.18
22232	DENISE DUFFY & ASSOCIATES	April - June 2024 Task #359 - Rosita Rd. NOE	1,199.00
	DENISE DUFFY & ASSOCIATES	Task #772- FT Ord/Developer 2024-Apr to June	10,981.50
	DENISE DUFFY & ASSOCIATES	Task #776 2024-03	7,840.00
	DENISE DUFFY & ASSOCIATES	Task #776 General On-Call Services 2024- Apr-June	16,422.75
	DENISE DUFFY & ASSOCIATES	Task #782 - HMP Compliance 2024-Apr-June	1,109.00
	DENISE DUFFY & ASSOCIATES	Task 772- 2024-03	3,233.00
	DENISE DUFFY & ASSOCIATES	Task 779-D Reap 2.0 2024 April-June	13,630.00
	DENISE DUFFY & ASSOCIATES	Task 782 HMP 2024-03	610.50
22233	DEPT OF CONSERVATION	SMIP Fees 2024 Apr-June	58.45
22234	DIVISION OF THE STATE ARCHITECT	DSA 786 Fees 2022 July-Dec	36.40
	DIVISION OF THE STATE ARCHITECT	DSA 786 Fees 2024 Apr-June	46.40
	DIVISION OF THE STATE ARCHITECT	DSA 786 Fees 2024 Jan-March	6.00
	DIVISION OF THE STATE ARCHITECT	DSA 787 Fees SB1186 Reporting Year: 2023	102.80
22235	FENTON & KELLER	City Attorney 2024-06	5,723.00
	FENTON & KELLER	Economic Development 2024-06	1,755.00
	FENTON & KELLER	FORA 2024-06	115.98
22236	International Institute of Municipal Clerks	ID# 44370 - Annua Renewal FY2025	185.00
22237	I.M.P.A.C.GOVERNM'T SER	ACCT# 5564-9924 Visa 2024-07	883.15
22238	Laura Batra	Wellness 2024-07	250.00
22239	MCCLEOA	MCCLEOA Dues FY 2024/2025	500.00
22240	KAREN MINAMI	Weillness 2024-07	67.93
22241	County of Monterey	911 FY 2024/25 Q1	25,411.00
22242	MONTEREY COUNTY SHERIFF	Criminal Justice Informaiton System QE 3/31/2024	3,320.78
	MONTEREY COUNTY SHERIFF	Criminal Justice Information Sys 2024 April-June	4,090.32
	MONTEREY COUNTY SHERIFF	Criminal Justice Information System QE 12/31/2023	3,004.47
22243	MONTEREY COUNTY WEEKLY CLASSIFIEDS	Notice of Election Published 7/11/2024	175.50
22244	NEILL ENGINEERS CORP	Rosita Rd. Emergency Repair 2024 Feb-June	33,128.80
22245	ODP Business Solutions, LLC	Supplies 2024-07	204.57
22246	PG&E	Service Date 06/12/24 - 07/12/24	80.70

**City of Del Rey Oaks  
Check/Voucher Register  
From 07/01/2024 Through 07/31/2024**

Check Number	Payee	Transaction Description	Check Amount
	PG&E	Service Date 2024-06	2,471.06
22247	PRECISION ALARMS AND AUTOMATION, INC.	Front Door 2024-06	250.00
22248	Peace Officers Research Association of California	ASSN ID #3163 PORAC 2024-05	273.00
	Peace Officers Research Association of California	ASSN ID #3163 PORAC 2024-07	72.00
22249	REGIONAL GOVERNMENT SERVICES	Contract Services 2024-06	51,429.10
22250	SIGN WORKS, INC.	Signs - Blood Drive 2024-07	239.25
22251	South County County Truck Works	Dodge Durango 2023 - Spray Hood 2024-07	355.00
22252	Stericycle, Inc.	Shred Service 2024-06	171.45
22253	THE MAYNARD GROUP, INC.	Internet 2024-06	67.00
	THE MAYNARD GROUP, INC.	Internet 2024-07	67.00
22254	TRUCKSIS ENTERPRISES, INC.	Sign City Meeting	190.50
ACH 7-08-24	7-Eleven Mastercard	PD & PW Fuel Charges 2024/07	2,867.09
ACH 7-08-25	P.E.R.S.-HEALTH	CalPERS 1800 Health 07/2024	33,436.09
PERS 072624	PERS	PERS 3100 Contribution Retirement 06/29-07/12/24 -Plan 25623	4,155.90
	PERS	PERS 3100 Contribution Retirement 06/29-07/12/24 -Plan 1364	633.32
	PERS	PERS 3100 Contribution Retirement 06/29-07/12/24 -Plan 26934	2,412.56
	PERS	PERS 3100 Contribution Retirement 06/29-07/12/24 -Plan 1365	4,362.01
PERS 072625-1	PERS	CalPERS 1900 457 (07/19) Contribution 07/15/2024	2,550.00
PERS071024-1	PERS	CalPERS 1900 457 (07/05) Contribution 06/30/2024	3,200.00
	PERS	PERS 3100 Contribution Retirement 06/15-06/28/24 -Plan 1364	535.23
	PERS	PERS 3100 Contribution Retirement 06/15-06/28/24 -Plan 26934	2,383.20
	PERS	PERS 3100 Contribution Retirement 06/15-06/28/24 -Plan 25623	3,936.46
	PERS	PERS 3100 Contribution Retirement 6/15-6/28/24 -Plan 1365	4,586.00
UAL 07292024	PERS	PERS UAL FY24/25 Annual Lump Sum Prepayment - 1364 Misc	44,451.00
	PERS	PERS UAL FY24/25 Annual Lump Sum Prepayment - Misc 26934 PEPRA	791.00
	PERS	PERS UAL FY24/25 Annual Lump Sum Prepayment -1365 Safety Classic	121,105.00
	PERS	PERS UAL FY24/25 Annual Lump Sum Prepayment -25623 Safety PEPRA	2,398.00
<b>Report Total</b>			<b><u>831,870.55</u></b>

City of Del Rey Oaks  
**Statement of Revenues and Expenditures-General Fund Summary**  
**100 - General Fund**  
 From 7/1/2024 Through 7/31/2024

	FY 2025 Budget	July 2024 Actual	FY 2025 YTD Actual	Percent Collected/Spent
<b>Revenue</b>				
Property Taxes	780,800.00	0.00	0.00	0.00%
Sales Tax	1,313,000.00	108,236.84	108,236.84	8.24%
Other Taxes	511,500.00	81,706.22	81,706.22	15.97%
Licenses and Permits	281,300.00	42,986.28	42,986.28	15.28%
Fines and Forfeitures	12,200.00	803.74	803.74	6.58%
Other Revenue	140,700.00	63,249.28	63,249.28	<b>44.95%</b>
Grants	239,200.00	18,064.58	18,064.58	7.55%
Airport Police Services	1,345,700.00	110,457.00	110,457.00	8.20%
Current Services	183,900.00	16,302.39	16,302.39	8.86%
<b>Total Revenue</b>	<b>4,808,300.00</b>	<b>441,806.33</b>	<b>441,806.33</b>	<b>9.19%</b>
<b>Expenditures</b>				
Council	30,900.00	2,208.62	2,208.62	7.14%
City Clerk	579,800.00	119,202.58	119,202.58	<b>20.55%</b>
City Manager	357,100.00	52,422.46	52,422.46	<b>14.68%</b>
Finance	285,800.00	1,342.74	1,342.74	0.46%
Legal	128,300.00	175.50	175.50	0.13%
Planning & Building Regulation	103,400.00	0.00	0.00	0.00%
Government Buildings	11,000.00	0.00	0.00	0.00%
Non-Departmental	34,100.00	16,889.99	16,889.99	<b>49.53%</b>
Police	2,732,650.00	478,726.33	478,726.33	<b>17.51%</b>
Fire/Animal Control	234,400.00	0.00	0.00	0.00%
Public Works/Streets	288,800.00	26,711.08	26,711.08	9.24%
Parks/Recreation	43,100.00	291.55	291.55	0.67%
<b>Total Expenditures</b>	<b>4,829,350.00</b>	<b>697,970.85</b>	<b>697,970.85</b>	<b>14.45%</b>
Net Revenues	(21,050.00)	(256,164.52)	(256,164.52)	
<b>Other Financing Sources and Uses</b>				
<b>Uses</b>				
Transfers Out to CIP	(80,000.00)	0.00	0.00	0.00%
<b>Total Uses</b>	<b>(80,000.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total Other Financing Sources and Uses</b>	<b>(80,000.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Net Revenues After Other Financing Sources and Uses</b>	<b>(101,050.00)</b>	<b>(256,164.52)</b>	<b>(256,164.52)</b>	

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

**100 - General Fund**  
From 7/1/2024 Through 7/31/2024

		FY 2025 Budget - Revised	July 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
Revenue					
Non Department Specific	000				
P/T-Secured	41110	541,600.00	0.00	0.00	0.00%
P/T-Unsecured	41120	27,000.00	0.00	0.00	0.00%
P/T-Prior Secured	41130	6,100.00	0.00	0.00	0.00%
Prior Unsecured	41140	100.00	0.00	0.00	0.00%
P/T-Unitary Tax	41150	10,000.00	0.00	0.00	0.00%
P/T-Supplemental Roll (SB813)	41160	12,200.00	0.00	0.00	0.00%
Property Tax - VLF	41170	183,000.00	0.00	0.00	0.00%
Prop Tax-Interest/Penalty	41180	800.00	0.00	0.00	0.00%
Sales Tax	42210	470,000.00	37,121.25	37,121.25	7.89%
Sales Tax - 145 (Measure S-1%)	42220	562,000.00	47,376.96	47,376.96	8.43%
Sales Tax -409 (Measure R 1/2%)	42221	281,000.00	23,738.63	23,738.63	8.44%
Cannabis Tax	42222	100,000.00	17,391.04	17,391.04	17.39%
Transient Occupancy Tax	42230	190,000.00	36,406.89	36,406.89	19.16%
Property Transfer Tax	42250	8,500.00	983.95	983.95	11.57%
Sewer Impact	42290	22,000.00	0.00	0.00	0.00%
Business Licenses	42310	210,000.00	29,493.21	29,493.21	14.04%
Gas Franchises	42761	8,000.00	0.00	0.00	0.00%
Electric Franchises	42762	22,000.00	0.00	0.00	0.00%
Garbage Franchises	42763	110,000.00	26,924.34	26,924.34	24.47%
Cable Tv Franchises	42764	26,000.00	0.00	0.00	0.00%
Water Franchises	42765	25,000.00	0.00	0.00	0.00%
SB1186 Disability Access Fund	43311	1,000.00	492.00	492.00	49.20%
SB1473 Environmental Assessment Fee	43312	100.00	13.00	13.00	13.00%
Building Permits	43320	40,000.00	7,610.07	7,610.07	19.02%
Cannabis Business Permit	43325	5,000.00	5,000.00	5,000.00	100.00%
Plan Check Fees	43330	17,000.00	120.00	120.00	0.70%
Street Opening Permits Fees	43340	5,000.00	250.00	250.00	5.00%
Plumbing Permits	43350	1,600.00	375.00	375.00	23.43%
Electrical Permits	43360	1,600.00	125.00	125.00	7.81%
Other Licenses/Permits	43390	1,000.00	0.00	0.00	0.00%
Fines & Forfeitures	45000	1,700.00	267.74	267.74	15.74%
Vehicle Code Fines	45510	3,000.00	400.00	400.00	13.33%
Parking and Admin Fines	45512	7,500.00	136.00	136.00	1.81%
Interest Earned	46100	120,000.00	44,726.95	44,726.95	37.27%
Interest Earned-PARS	46101	15,000.00	7,679.61	7,679.61	51.19%
Rental Income - Garden Center	46815	36,000.00	3,000.00	3,000.00	8.33%
Rental Income - Airport RV	46816	35,000.00	4,092.50	4,092.50	11.69%
Rental Income - PW Bldg (CHC Enterprise)	46817	24,000.00	0.00	0.00	0.00%
HOPTR	47130	1,200.00	0.00	0.00	0.00%
Vehicle License Collection	47140	2,500.00	0.00	0.00	0.00%
COPS	47240	185,000.00	16,666.66	16,666.66	9.00%
SB1383 Organics Recycling	47243	9,000.00	0.00	0.00	0.00%
Prop 172	47750	20,000.00	1,397.92	1,397.92	6.98%
Wellness Program	47760	7,500.00	0.00	0.00	0.00%
Police Grants & Other Reimbursements	47780	10,700.00	0.00	0.00	0.00%
POST Reimbursements	47781	7,000.00	0.00	0.00	0.00%

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

**100 - General Fund**  
From 7/1/2024 Through 7/31/2024

		FY 2025 Budget - Revised	July 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
DDA Negotiation Payment	47912	0.00	10,000.00	10,000.00	0.00%
Police Service Fees	48210	1,000.00	125.00	125.00	12.50%
Police Services-Special Events	48211	40,000.00	2,500.00	2,500.00	6.25%
Public Events	48212	7,500.00	0.00	0.00	0.00%
Use Permits	48805	22,000.00	3,540.00	3,540.00	16.09%
Maps/Publications	48810	100.00	0.00	0.00	0.00%
Property Inspections	48825	4,500.00	250.00	250.00	5.55%
Miscellaneous Revenue	48840	10,300.00	1,694.89	1,694.89	16.45%
Rental - Park	48910	3,500.00	1,100.00	1,100.00	31.42%
Miscellaneous Refunds	48930	1,000.00	350.72	350.72	35.07%
<b>Total Non Department Specific</b>		<b>3,462,600.00</b>	<b>331,349.33</b>	<b>331,349.33</b>	<b>9.57%</b>
Police	210				
Airport Police Services	48220	1,345,700.00	110,457.00	110,457.00	8.20%
<b>Total Police</b>		<b>1,345,700.00</b>	<b>110,457.00</b>	<b>110,457.00</b>	<b>8.21%</b>
<b>Total Revenue</b>		<b>4,808,300.00</b>	<b>441,806.33</b>	<b>441,806.33</b>	<b>9.19%</b>

Expense

Council	110				
Council Member Stipend	61115	7,500.00	625.00	625.00	8.33%
Medicare-ER	61130	200.00	9.06	9.06	4.53%
Social Security-ER	61131	500.00	38.75	38.75	7.75%
Unemployment Ins-Fed & State	61132	100.00	3.75	3.75	3.75%
Dental Expense	61135	8,900.00	1,022.06	1,022.06	11.48%
Materials/Supply	62410	200.00	0.00	0.00	0.00%
Membership Dues-Professional Org	64550	3,000.00	510.00	510.00	17.00%
Strategic Planning	64570	5,000.00	0.00	0.00	0.00%
Misc Expenses	64580	1,500.00	0.00	0.00	0.00%
Travel Expenses	64610	4,000.00	0.00	0.00	0.00%
<b>Total Council</b>		<b>30,900.00</b>	<b>2,208.62</b>	<b>2,208.62</b>	<b>7.15%</b>
City Clerk	111				
Payroll	61105	235,500.00	17,885.60	17,885.60	7.59%
Overtime	61110	10,000.00	769.30	769.30	7.69%
PERS UAL	61124	44,500.00	44,451.00	44,451.00	99.88%
PERS Retirement	61125	23,800.00	1,500.55	1,500.55	6.30%
Medicare-ER	61130	3,400.00	269.67	269.67	7.93%
Unemployment Ins-Fed & State	61132	100.00	6.80	6.80	6.80%
Dental Expense	61135	4,800.00	1,041.48	1,041.48	21.69%
Health Insurance	61140	99,400.00	6,154.71	6,154.71	6.19%
Health Insurance -Retiree	61141	1,000.00	0.00	0.00	0.00%
Vision Ins	61145	700.00	46.11	46.11	6.58%
Workers Comp and EAP	61150	14,100.00	13,991.00	13,991.00	99.22%
Wellness Program	61155	1,500.00	317.93	317.93	21.19%
Educational Incentive Pay	61157	0.00	230.77	230.77	0.00%
Materials/Supply	62410	5,000.00	220.31	220.31	4.40%
Office Supplies	62430	10,000.00	576.08	576.08	5.76%
Repair/Maintenance	63505	1,000.00	0.00	0.00	0.00%
Other Outside Services	63508	5,000.00	397.84	397.84	7.95%
Shredding Services	63509	1,000.00	0.00	0.00	0.00%
Telephone	63530	7,000.00	0.00	0.00	0.00%
Internet	63531	2,000.00	0.00	0.00	0.00%
Website Design & Maintenance	63535	1,000.00	0.00	0.00	0.00%
Postage / Shipping	63540	3,000.00	0.00	0.00	0.00%

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

**100 - General Fund**  
From 7/1/2024 Through 7/31/2024

		FY 2025 Budget - Revised	July 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
Training	63605	5,000.00	0.00	0.00	0.00%
Insurance-Liability	63620	42,600.00	19,396.03	19,396.03	45.53%
Contract Services - IT	63635	10,000.00	900.00	900.00	9.00%
Software/Server Subscription	64310	15,000.00	5,103.18	5,103.18	34.02%
Agenda Management System	64315	5,000.00	4,920.00	4,920.00	98.40%
Document Management System	64316	1,500.00	0.00	0.00	0.00%
Municipal Code Service	64320	5,000.00	839.22	839.22	16.78%
Membership Dues-Professional Org	64550	500.00	185.00	185.00	37.00%
Membership Dues-Government Agency	64552	700.00	0.00	0.00	0.00%
Printing / Publications	64575	2,000.00	0.00	0.00	0.00%
Misc Expenses	64580	1,000.00	0.00	0.00	0.00%
Election Cost	64588	15,000.00	0.00	0.00	0.00%
Travel Expenses	64610	2,700.00	0.00	0.00	0.00%
<b>Total City Clerk</b>		<b>579,800.00</b>	<b>119,202.58</b>	<b>119,202.58</b>	<b>20.56%</b>
<b>City Manager</b>	<b>120</b>				
Payroll	61105	204,500.00	15,548.80	15,548.80	7.60%
PERS UAL	61124	400.00	395.50	395.50	98.87%
PERS Retirement	61125	15,900.00	1,131.17	1,131.17	7.11%
Medicare-ER	61130	2,900.00	225.46	225.46	7.77%
Unemployment Ins-Fed & State	61132	100.00	0.00	0.00	0.00%
Dental Expense	61135	2,400.00	386.58	386.58	16.10%
Health Insurance	61140	43,100.00	3,417.10	3,417.10	7.92%
Vision Ins	61145	400.00	29.60	29.60	7.40%
Workers Comp and EAP	61150	12,000.00	12,731.12	12,731.12	106.09%
Wellness Program	61155	500.00	0.00	0.00	0.00%
Educational Incentive Pay	61157	0.00	92.31	92.31	0.00%
Auto Allowance	61180	5,400.00	415.40	415.40	7.69%
Office Supplies	62430	1,500.00	0.00	0.00	0.00%
Insurance-Liability	63620	36,700.00	17,649.42	17,649.42	48.09%
Membership Dues-Professional Org	64550	3,000.00	400.00	400.00	13.33%
Membership Dues-Government Agency	64552	700.00	0.00	0.00	0.00%
Books and Periodicals	64565	300.00	0.00	0.00	0.00%
Travel Expenses	64610	4,000.00	0.00	0.00	0.00%
Contingency	66905	23,300.00	0.00	0.00	0.00%
<b>Total City Manager</b>		<b>357,100.00</b>	<b>52,422.46</b>	<b>52,422.46</b>	<b>14.68%</b>
<b>Finance</b>	<b>130</b>				
ADP Payroll Fees	62310	7,000.00	651.95	651.95	9.31%
Bank Service Charges	62320	6,000.00	690.79	690.79	11.51%
Accounting Software	62431	5,000.00	0.00	0.00	0.00%
Audit-Finance	63625	40,000.00	0.00	0.00	0.00%
Audit -Sales Tax	63626	5,000.00	0.00	0.00	0.00%
Actuarial Services	63627	4,500.00	0.00	0.00	0.00%
Accounting Services-RGS	63645	218,300.00	0.00	0.00	0.00%
<b>Total Finance</b>		<b>285,800.00</b>	<b>1,342.74</b>	<b>1,342.74</b>	<b>0.47%</b>
<b>Legal</b>	<b>150</b>				
Legal Services	63650	125,000.00	0.00	0.00	0.00%
Legal Advert	64560	2,300.00	175.50	175.50	7.63%
Misc Expenses	64580	1,000.00	0.00	0.00	0.00%
<b>Total Legal</b>		<b>128,300.00</b>	<b>175.50</b>	<b>175.50</b>	<b>0.14%</b>

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

**100 - General Fund**  
From 7/1/2024 Through 7/31/2024

		FY 2025 Budget - Revised	July 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
Planning & Building Regulation	160				
Economic Development Services	63639	10,000.00	0.00	0.00	0.00%
Planning Services	63640	50,000.00	0.00	0.00	0.00%
Building Inspections Services	63648	32,400.00	0.00	0.00	0.00%
Engineering Services	63649	5,000.00	0.00	0.00	0.00%
Code Enforcement Services	63656	5,000.00	0.00	0.00	0.00%
Travel Expenses	64610	<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Planning & Building Regulation		103,400.00	0.00	0.00	0.00%
Government Buildings	180				
Materials/Supply	62410	2,000.00	0.00	0.00	0.00%
Repair/Maintenance	63505	5,000.00	0.00	0.00	0.00%
Other Outside Services	63508	1,000.00	0.00	0.00	0.00%
Janitorial Services	63660	<u>3,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Government Buildings		11,000.00	0.00	0.00	0.00%
Non-Departmental	190				
Materials/Supply	62410	500.00	30.61	30.61	6.12%
Insurance-Property	63621	10,000.00	8,362.23	8,362.23	83.62%
Membership Dues-Professional Org	64550	4,800.00	4,900.00	4,900.00	102.08%
Membership Dues-Non Profit Agency Contrib	64551	12,000.00	0.00	0.00	0.00%
Membership Dues-Government Agency	64552	5,500.00	3,597.15	3,597.15	65.40%
Misc Expenses	64580	1,000.00	0.00	0.00	0.00%
S.M.I.P.	64930	200.00	0.00	0.00	0.00%
SB 1473	64940	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Non-Departmental		34,100.00	16,889.99	16,889.99	49.53%
Police	210				
Payroll	61105	1,120,900.00	77,813.01	77,813.01	6.94%
Overtime	61110	140,000.00	9,313.17	9,313.17	6.65%
Overtime-DEA	61111	0.00	0.60	0.60	0.00%
Reserves Payroll	61120	95,000.00	6,864.55	6,864.55	7.22%
PERS UAL - After 06/30/18	61123	13,400.00	107,940.00	107,940.00	805.52%
PERS UAL	61124	110,200.00	15,563.00	15,563.00	14.12%
PERS Retirement	61125	150,200.00	10,320.39	10,320.39	6.87%
PERS 457 Expense	61126	32,400.00	1,200.00	1,200.00	3.70%
Medicare-ER	61130	16,200.00	1,441.63	1,441.63	8.89%
Social Security-ER	61131	0.00	96.18	96.18	0.00%
Unemployment Ins-Fed & State	61132	11,000.00	13.19	13.19	0.11%
Dental Expense	61135	16,200.00	2,310.52	2,310.52	14.26%
Health Insurance	61140	304,800.00	21,077.94	21,077.94	6.91%
Health Insurance -Retiree	61141	0.00	157.00	157.00	0.00%
Vision Ins	61145	2,500.00	169.05	169.05	6.76%
Workers Comp and EAP	61150	142,000.00	70,093.57	70,093.57	49.36%
Wellness Program	61155	5,000.00	0.00	0.00	0.00%
Educational Incentive Pay	61157	0.00	641.16	641.16	0.00%
Uniform Allowance	61160	10,000.00	2,250.00	2,250.00	22.50%
Materials/Supply	62410	15,000.00	322.05	322.05	2.14%
Ammunition	62420	5,000.00	0.00	0.00	0.00%
Body Armor Vests	62422	1,500.00	0.00	0.00	0.00%
Office Supplies	62430	5,000.00	70.07	70.07	1.40%

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

**100 - General Fund**  
From 7/1/2024 Through 7/31/2024

		FY 2025 Budget - Revised	July 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
Auto Operations - Supplies / Equip	62710	2,500.00	355.00	355.00	14.20%
Auto Operations - Fuel	62720	30,000.00	2,445.80	2,445.80	8.15%
Repair/Maintenance	63505	2,000.00	282.49	282.49	14.12%
Other Outside Services	63508	5,000.00	135.64	135.64	2.71%
Shredding Services	63509	1,000.00	0.00	0.00	0.00%
Telephone	63530	13,000.00	357.21	357.21	2.74%
Internet	63531	6,500.00	653.79	653.79	10.05%
Annual Maintenance-Records Mgmt Software	63537	6,500.00	0.00	0.00	0.00%
Annual Maintenance	63538	3,400.00	0.00	0.00	0.00%
Postage / Shipping	63540	500.00	0.00	0.00	0.00%
Training	63605	5,000.00	0.00	0.00	0.00%
Insurance-Liability	63620	205,800.00	97,172.25	97,172.25	47.21%
Insurance-Property	63621	10,000.00	8,362.22	8,362.22	83.62%
Insurance-Vehicles	63622	0.00	2,523.50	2,523.50	0.00%
Audit-Finance	63625	5,000.00	0.00	0.00	0.00%
Contract Services - IT	63635	12,900.00	900.00	900.00	6.97%
Contract Services-Others	63637	4,200.00	0.00	0.00	0.00%
Janitorial Services	63660	3,000.00	0.00	0.00	0.00%
911-NGEN Phase II Upgrade	63664	7,000.00	0.00	0.00	0.00%
911-Radio Dispatch	63665	59,350.00	14,539.00	14,539.00	24.49%
911-Inform MDT Terminal Service	63666	900.00	0.00	0.00	0.00%
911-Notification System	63667	400.00	0.00	0.00	0.00%
911-NGEN O&M	63668	13,400.00	3,239.00	3,239.00	24.17%
911-NGEN Debt (Capital Fee)	63669	7,700.00	7,633.00	7,633.00	99.12%
Auto Repair/Maintenance	63730	14,000.00	1,740.96	1,740.96	12.43%
Parking & Admin Citations Services	63812	5,000.00	0.00	0.00	0.00%
Animal Regulation Fire	63820	500.00	0.00	0.00	0.00%
Fund Jail & Prisoner	63830	200.00	0.00	0.00	0.00%
ACJIS System	63840	9,000.00	0.00	0.00	0.00%
Software/Server Subscription	64310	20,000.00	10,157.39	10,157.39	50.78%
Computer Server	64318	2,500.00	0.00	0.00	0.00%
Personnel Recruit & Pre-Employment	64545	3,000.00	0.00	0.00	0.00%
Membership Dues-Professional Org	64550	9,000.00	72.00	72.00	0.80%
Membership Dues-Non Profit Agency Contrib	64551	0.00	500.00	500.00	0.00%
Books and Periodicals	64565	900.00	0.00	0.00	0.00%
Printing / Publications	64575	2,000.00	0.00	0.00	0.00%
Misc Expenses	64580	1,000.00	0.00	0.00	0.00%
Travel Expenses	64610	13,000.00	0.00	0.00	0.00%
Principal-Motorola Lease-Cameras	65104	21,350.00	0.00	0.00	0.00%
Principal-Sunridge Records Mgmt	65106	8,500.00	0.00	0.00	0.00%
Interest-Sunridge Records Mgmt	65107	300.00	0.00	0.00	0.00%
Vehicle Replacement	66735	21,050.00	0.00	0.00	0.00%
<b>Total Police</b>		<u>2,732,650.00</u>	<u>478,726.33</u>	<u>478,726.33</u>	<u>17.52%</u>

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

**100 - General Fund**  
From 7/1/2024 Through 7/31/2024

		FY 2025 Budget - Revised	July 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
Fire/Animal Control	220				
Fire Seaside	63810	234,400.00	0.00	0.00	0.00%
Total Fire/Animal Control		234,400.00	0.00	0.00	0.00%
Public Works/Streets	311				
Payroll	61105	84,800.00	6,428.80	6,428.80	7.58%
Overtime	61110	3,000.00	0.00	0.00	0.00%
PERS UAL	61124	400.00	395.50	395.50	98.87%
PERS Retirement	61125	6,600.00	460.97	460.97	6.98%
Medicare-ER	61130	1,300.00	93.22	93.22	7.17%
Unemployment Ins-Fed & State	61132	100.00	0.00	0.00	0.00%
Dental Expense	61135	1,600.00	253.96	253.96	15.87%
Health Insurance	61140	33,200.00	2,628.54	2,628.54	7.91%
Vision Ins	61145	300.00	16.51	16.51	5.50%
Workers Comp and EAP	61150	5,500.00	5,266.31	5,266.31	95.75%
Wellness Program	61155	500.00	0.00	0.00	0.00%
Educational Incentive Pay	61157	0.00	46.15	46.15	0.00%
Materials/Supply	62410	12,000.00	79.38	79.38	0.66%
Office Supplies	62430	1,500.00	59.13	59.13	3.94%
Auto Operations - Supplies / Equip	62710	2,500.00	0.00	0.00	0.00%
Auto Operations - Fuel	62720	6,000.00	421.29	421.29	7.02%
Repair/Maintenance	63505	30,000.00	0.00	0.00	0.00%
Other Outside Services	63508	1,000.00	0.00	0.00	0.00%
Gabilan Crew	63515	5,000.00	0.00	0.00	0.00%
Utilities - PG&E	63520	20,000.00	80.70	80.70	0.40%
Utilities - Water	63525	5,000.00	0.00	0.00	0.00%
Telephone	63530	300.00	0.00	0.00	0.00%
Training	63605	4,000.00	0.00	0.00	0.00%
Insurance-Liability	63620	15,600.00	7,300.80	7,300.80	46.80%
Insurance-Vehicles	63622	5,000.00	2,523.50	2,523.50	50.47%
Organic Waste Regs Services	63654	9,000.00	0.00	0.00	0.00%
Auto Repair/Maintenance	63730	8,300.00	656.32	656.32	7.90%
Printing / Publications	64575	1,300.00	0.00	0.00	0.00%
Storm Water Project - Phase 4 Equipment	64920 66302	23,000.00 2,000.00	0.00 0.00	0.00 0.00	0.00% 0.00%
Total Public Works/Streets		288,800.00	26,711.08	26,711.08	9.25%
Parks/Recreation	411				
Materials/Supply	62410	14,000.00	291.55	291.55	2.08%
Office Supplies	62430	1,000.00	0.00	0.00	0.00%
Repair/Maintenance	63505	25,000.00	0.00	0.00	0.00%
Utilities - Water	63525	3,000.00	0.00	0.00	0.00%
Travel Expenses	64610	100.00	0.00	0.00	0.00%
Total Parks/Recreation		43,100.00	291.55	291.55	0.68%
Total Expense		4,829,350.00	697,970.85	697,970.85	14.45%
Other Financing Sources and Uses					
Non Department Specific	000				
Transfers Out to CIP	81003	(80,000.00)	0.00	0.00	0.00%
Total Non Department Specific		(80,000.00)	0.00	0.00	0.00%
Total Other Financing Sources and Uses		(80,000.00)	0.00	0.00	0.00%
Excess(Deficit) of Revenue Over Expenditures		(101,050.00)	(256,164.52)	(256,164.52)	253.50%

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

210 - Gas Tax Fund  
 From 7/1/2024 Through 7/31/2024

		FY 2025 Budget - Revised	July 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
Revenue					
Non Department Specific	000				
Gas Tax 2103	47010	15,100.00	1,203.06	1,203.06	7.96%
Gas Tax 2105	47020	10,500.00	841.02	841.02	8.00%
Gas Tax 2106	47030	9,500.00	754.21	754.21	7.93%
Gas Tax 2107	47040	12,400.00	1,162.18	1,162.18	9.37%
Gas Tax 2107.5	47050	<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Non Department Specific		<u>48,500.00</u>	<u>3,960.47</u>	<u>3,960.47</u>	<u>8.17%</u>
Total Revenue		<u><u>48,500.00</u></u>	<u><u>3,960.47</u></u>	<u><u>3,960.47</u></u>	<u><u>8.17%</u></u>
Expense					
Public Works/Streets	311				
Street Sweeping	63510	10,000.00	0.00	0.00	0.00%
Street Lighting	63910	<u>15,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Public Works/Streets		<u>25,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Expense		<u><u>25,000.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00%</u></u>
Excess(Deficit) of Revenue Over Expenditures		23,500.00	3,960.47	3,960.47	16.85%

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

211 - SB1 Fund-RMRA  
 From 7/1/2024 Through 7/31/2024

		FY 2025 Budget - Revised	July 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
Revenue					
Non Department Specific	000				
SB 1 Funds	47777	40,800.00	3,282.69	3,282.69	8.04%
Total Non Department Specific		40,800.00	3,282.69	3,282.69	8.05%
Total Revenue		<u>40,800.00</u>	<u>3,282.69</u>	<u>3,282.69</u>	<u>8.05%</u>
Expense					
Saucito/Work Gutter & Curb	537				
Curb and Gutter Repair	66327	190,000.00	0.00	0.00	0.00%
Total Saucito/Work Gutter & Curb		190,000.00	0.00	0.00	0.00%
Total Expense		<u>190,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Excess(Deficit) of Revenue Over Expenditures		(149,200.00)	3,282.69	3,282.69	(2.20)%

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

212 - Measure X Fund  
 From 7/1/2024 Through 7/31/2024

		FY 2025 Budget - Revised	July 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
<b>Revenue</b>					
Non Department Specific	000				
Measure X	47775	94,400.00	0.00	0.00	0.00%
Total Non Department Specific		94,400.00	0.00	0.00	0.00%
Total Revenue		94,400.00	0.00	0.00	0.00%
<b>Expense</b>					
Debt Service - Measure X	610				
Principal - Measure X Loan	65103	80,400.00	0.00	0.00	0.00%
Interest - Measure X	65203	14,000.00	0.00	0.00	0.00%
Total Debt Service - Measure X		94,400.00	0.00	0.00	0.00%
Total Expense		94,400.00	0.00	0.00	0.00%
<b>Other Financing Sources and Uses</b>					
Rosita Emergency Repairs	539				
Transfers Out to Grants	81004	(74,100.00)	0.00	0.00	0.00%
Total Rosita Emergency Repairs		(74,100.00)	0.00	0.00	0.00%
Total Other Financing Sources and Uses		(74,100.00)	0.00	0.00	0.00%
Excess(Deficit) of Revenue Over Expenditures		(74,100.00)	0.00	0.00	0.00%

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

222 - FORA Land Development  
 From 7/1/2024 Through 7/31/2024

		<u>FY 2025 Budget - Revised</u>	<u>July 2024 Actual</u>	<u>FY 2025 YTD Actual</u>	<u>Percent Collected/Used</u>
Revenue					
Non Department Specific	000				
DDA Developer Deposit	47911	<u>0.00</u>	<u>75,000.00</u>	<u>75,000.00</u>	<u>0.00%</u>
Total Non Department Specific		<u>0.00</u>	<u>75,000.00</u>	<u>75,000.00</u>	<u>0.00%</u>
Total Revenue		<u><u>0.00</u></u>	<u><u>75,000.00</u></u>	<u><u>75,000.00</u></u>	<u><u>0.00%</u></u>
Excess(Deficit) of Revenue Over Expenditures		0.00	75,000.00	75,000.00	0.00%

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

223 - ARPA Fund  
 From 7/1/2024 Through 7/31/2024

		FY 2025 Budget - Revised	July 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
Expense					
City Hall Parking Lot Imp	527				
Parking Lot Improvements & Repairs	66425	50,000.00	0.00	0.00	0.00%
Total City Hall Parking Lot Imp		<u>50,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Expense		<u>50,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Excess(Deficit) of Revenue Over Expenditures		(50,000.00)	0.00	0.00	0.00%

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

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

From 7/1/2024 Through 7/31/2024

		FY 2025 Budget - Revised	July 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
Expense					
Police	210				
Law Enforcement Wellness App	64314	2,000.00	0.00	0.00	0.00%
Total Police		2,000.00	0.00	0.00	0.00%
Total Expense		2,000.00	0.00	0.00	0.00%
Excess(Deficit) of Revenue Over Expenditures		(2,000.00)	0.00	0.00	0.00%

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

**236 - Drug Enforcement Administration (DEA)**

From 7/1/2024 Through 7/31/2024

		FY 2025 Budget - Revised	July 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
Revenue					
Police	210				
DEA Reimbursements	47782	44,000.00	6,740.78	6,740.78	15.31%
Total Police		44,000.00	6,740.78	6,740.78	15.32%
Total Revenue		44,000.00	6,740.78	6,740.78	15.32%
Expense					
Police	210				
Overtime-DEA	61111	44,000.00	3,296.63	3,296.63	7.49%
Total Police		44,000.00	3,296.63	3,296.63	7.49%
Total Expense		44,000.00	3,296.63	3,296.63	7.49%
Excess(Deficit) of Revenue Over Expenditures		0.00	3,444.15	3,444.15	0.00%

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

**242 - REAP Grant**  
From 7/1/2024 Through 7/31/2024

		<u>FY 2025 Budget - Revised</u>	<u>July 2024 Actual</u>	<u>FY 2025 YTD Actual</u>	<u>Percent Collected/Used</u>
<b>Revenue</b>					
Planning & Building Regulation	160				
AMBAG REAP Grant	47241	<u>42,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Planning & Building Regulation		<u>42,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Revenue		<u><u>42,500.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00%</u></u>
<b>Expense</b>					
Planning & Building Regulation	160				
Planning Services	63640	<u>42,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Planning & Building Regulation		<u>42,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Expense		<u><u>42,500.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00%</u></u>
Excess(Deficit) of Revenue Over Expenditures		0.00	0.00	0.00	0.00%

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

251 - Cal Fire Grant  
 From 7/1/2024 Through 7/31/2024

		FY 2025 Budget - Revised	July 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
Revenue					
Parks/Recreation	411				
Cal Fire Grant	47768	297,300.00	0.00	0.00	0.00%
Total Parks/Recreation		297,300.00	0.00	0.00	0.00%
Total Revenue		297,300.00	0.00	0.00	0.00%
Expense					
Parks/Recreation	411				
Tree Service	63913	297,300.00	0.00	0.00	0.00%
Total Parks/Recreation		297,300.00	0.00	0.00	0.00%
Total Expense		297,300.00	0.00	0.00	0.00%
Excess(Deficit) of Revenue Over Expenditures		0.00	0.00	0.00	0.00%

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

260 - CDBG Fund  
 From 7/1/2024 Through 7/31/2024

		<u>FY 2025 Budget - Revised</u>	<u>July 2024 Actual</u>	<u>FY 2025 YTD Actual</u>	<u>Percent Collected/Used</u>
Revenue					
Parks/Recreation	411				
Cal Fire Grant	47768	<u>90,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Parks/Recreation		<u>90,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Revenue		<u>90,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Expense					
Parks/Recreation	411				
Park Improvements	66420	<u>90,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Parks/Recreation		<u>90,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Expense		<u>90,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Excess(Deficit) of Revenue Over Expenditures		0.00	0.00	0.00	0.00%

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

**301 - Capital Projects**  
From 7/1/2024 Through 7/31/2024

		FY 2025 Budget - Revised	July 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
<b>Expense</b>					
Vehicle Replacement	533				
Vehicle Replacement	66735	45,000.00	0.00	0.00	0.00%
Total Vehicle Replacement		45,000.00	0.00	0.00	0.00%
City Hall Facility Repairs & Upgrades	541				
Repairs and Improvements	66322	20,000.00	9,738.00	9,738.00	48.69%
Total City Hall Facility Repairs & Upgrades		20,000.00	9,738.00	9,738.00	48.69%
Council Chamber Technology Project	542				
Technology Upgrades	66323	5,000.00	0.00	0.00	0.00%
Total Council Chamber Technology Project		5,000.00	0.00	0.00	0.00%
PD Radio Replacement	543				
PD Radio Replacement	66736	10,000.00	0.00	0.00	0.00%
Total PD Radio Replacement		10,000.00	0.00	0.00	0.00%
<b>Total Expense</b>		<b>80,000.00</b>	<b>9,738.00</b>	<b>9,738.00</b>	<b>12.17%</b>
<b>Other Financing Sources and Uses</b>					
Vehicle Replacement	533				
Transfers In from GF	82003	45,000.00	0.00	0.00	0.00%
Total Vehicle Replacement		45,000.00	0.00	0.00	0.00%
City Hall Facility Repairs & Upgrades	541				
Transfers In from GF	82003	20,000.00	0.00	0.00	0.00%
Total City Hall Facility Repairs & Upgrades		20,000.00	0.00	0.00	0.00%
Council Chamber Technology Project	542				
Transfers In from GF	82003	5,000.00	0.00	0.00	0.00%
Total Council Chamber Technology Project		5,000.00	0.00	0.00	0.00%
PD Radio Replacement	543				
Transfers In from GF	82003	10,000.00	0.00	0.00	0.00%
Total PD Radio Replacement		10,000.00	0.00	0.00	0.00%
<b>Total Other Financing Sources and Uses</b>		<b>80,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
Excess(Deficit) of Revenue Over Expenditures		0.00	(9,738.00)	(9,738.00)	0.00%

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

321 - SBR Engineering Fund  
 From 7/1/2024 Through 7/31/2024

		FY 2025 Budget - Revised	July 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
Expense					
SBR Contract-Engineering & Others	518				
Contract Services - Engineering	63611	300,000.00	0.00	0.00	0.00%
Total SBR Contract-Engineering & Others		300,000.00	0.00	0.00	0.00%
Total Expense		300,000.00	0.00	0.00	0.00%
Excess(Deficit) of Revenue Over Expenditures		(300,000.00)	0.00	0.00	0.00%

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

**331 - FHA Grant Fund**  
 From 7/1/2024 Through 7/31/2024

		<u>FY 2025 Budget - Revised</u>	<u>July 2024 Actual</u>	<u>FY 2025 YTD Actual</u>	<u>Percent Collected/Used</u>
<b>Revenue</b>					
Non Department Specific	000				
FHWA Grant	47523	<u>543,400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Non Department Specific		<u>543,400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Revenue		<u>543,400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
<b>Expense</b>					
Rosita Emergency Repairs	539				
Contract Services - Engineering	63611	<u>90,371.20</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Road Construction	66411	<u>494,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Rosita Emergency Repairs		<u>584,371.20</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Expense		<u>584,371.20</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
<b>Other Financing Sources and Uses</b>					
Rosita Emergency Repairs	539				
Transfers In from Measure X	82004	<u>74,100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Rosita Emergency Repairs		<u>74,100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Other Financing Sources and Uses		<u>74,100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Excess(Deficit) of Revenue Over Expenditures		33,128.80	0.00	0.00	0.00%



# CITY OF DEL REY OAKS

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

## Staff Report

**DATE:** September 24, 2024

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

**FROM:** John Guertin, City Manager

**SUBJECT:** Receive August 2024 Financial Reports

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

### Consideration

Receive August 2024 Financial Reports.

### Background

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

### Summary & Discussion

Attached are the August 2024 financial reports.

- August 2024 Cash Balances – The report shows where the City’s funds are invested. The City continues to have a healthy cash balance of \$13,099,427 of which \$4,407,116 are unrestricted.
- August 2024 Checks Issued Register –This is a listing of all the payments issued during the month. The total checks issued of \$206,815.
- August 2024 General Fund Summary – This is a one-page summary of the General Fund summarized as follows:

	FY 2025 Budget	July 2024 Actual	July 2024 YTD Actual	Collected /Spent %
Revenue	\$ 4,808,300	\$ 319,934	\$ 761,740	16%
Expenditures	4,829,350	374,904	1,072,875	22%
Net Revenue over Expend	(21,050)	(54,970)	(311,135)	
Transfers Out to CIP	80,000	-	-	0%
Net Operating Surplus	\$ (101,050)	\$ (54,970)	\$ (311,135)	

At 16.67% of the year (2 months) the revenues are at 16%. The expenditures are at 22% of the budget. For the month of August 2024, the General Fund shows a deficit net revenue over expenditures of \$54,970 and a YTD deficit of \$311,135 due to all payments processed in July for FY 2025 UAL, Insurances-Liability, Workers Comp & Property.

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

	FY 2025 Current Budget	August 2025 Actual	August 2025 YTD Actual	% Collected/ Spent
<b>REVENUE:</b>				
000 Non Departmental	\$ 3,462,600	\$ 208,081	\$ 539,430	16%
210 Airport Police Services	1,345,700	111,853	222,310	8%
	4,808,300	319,934	761,740	9%
<b>EXPENDITURES:</b>				
110 Council	\$ 30,900	\$ 1,188	\$ 3,396	11%
111 City Clerk	579,800	46,735	165,938	29%
120 City Manager	357,100	29,346	81,769	23%
130 Finance	285,800	58,918	60,261	21%
150 Legal	128,300	895	1,070	1%
160 Planning & Building Regulation	103,400	7,798	7,798	8%
180 Government Buildings	11,000	359	359	3%
190 Non-Departmental	34,100	1,074	17,964	53%
210 Police	2,732,650	212,179	690,906	25%
220 Fire/Animal Control	234,400	-	-	0%
311 Public Works/Streets	288,800	16,072	42,783	15%
411 Parks/Recreation	43,100	340	631	1%
	4,829,350	374,904	1,072,875	22%
Transfers to CIP	80,000	-	-	0%
Total	\$ 4,909,350	\$ 374,904	\$ 1,072,875	

### Fiscal Impacts

None. This is informational only.

### Recommendation

Staff recommend receiving the reports.

**ATTACHMENTS:**

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

Respectfully Submitted,

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John Guertin, City Manager

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

Accounts			
Unrestricted			
General Checking	\$	398,278	
Local Agency Investment Fund			
Reserve for Economic Uncertainties	\$	1,652,182	4.580%
Unappropriated Funds	\$	2,356,656	4.580%
Total Unrestricted	\$	<u>4,407,116</u>	
Restricted			
PARS-115 Trust Fund	\$	357,267	
Dev - Monterey Peninsula Partner	\$	9,063	
Fidelity Title Escrow Acct - GJM/SBR Intersection	\$	1,056,168	
Fidelity Title Escrow Acct - SBR Construction	\$	7,269,813	
Total Restricted	\$	<u>8,692,311</u>	
<b>Total Cash and Investments</b>	<b>\$</b>	<b><u>13,099,427</u></b>	

**City of Del Rey Oaks  
Check/Voucher Register  
From 08/01/2024 Through 08/31/2024**

Check Number	Payee	Transaction Description	Check Amount
22255	American River College	Training - Arrest & Control Instruction for Justin Tang	83.50
22256	AT&T	AT&T Internet @ Airport 2024-07	199.90
22257	AT&T CAL NET 2	Service Period 06-19-2024 to 07-18-2024	403.89
22258	CALIFORNIA-AMERICAN WATER	Acct# 1015-210018869991 Service Dates 06/19/2024 to 07/19/2024	197.53
	CALIFORNIA-AMERICAN WATER	Service Dates 06/19/2024 to 07/19/2024	383.99
	CALIFORNIA-AMERICAN WATER	Service Period 06/19/2024 - 07/19/2024	230.00
22259	City of Sand City	Monterey Peninsula Regional SRU FY 2024 - 2025	5,000.00
22260	CivicPlus, LLC	Municode Electronic Update Supp & Municode Blank Supplement Pages	1,432.60
	CivicPlus, LLC	Update Pages Supp	570.00
22261	CORONADO DEISEL MOBILE SERVICES, INC.	Service Call 18 Ford F-350 #32	642.46
22262	ECONOMIC&PLANNING SYSTEMS, INC.	Project 222079 June 2024	3,370.00
22263	Employment Development Department	Acct ID 925-0483-6 UI Liability Period Ending 06-30-2024	4,025.11
22264	G.P.S. SOLUTIONS	Permits & Inspection Fees 2024-07	6,111.05
22265	Granite Rock Company	Building Materials-1017921	303.17
22266	HOME DEPOT CRC	Supplies 2024-07	118.75
22267	JAMES DE CHALK	Janitorial Services July 2024	500.00
22268	Jennifer Rodriguez	Refund Park West 08-24-2024	200.00
22269	LEHR	2017 Ford PIU Unit#91	385.00
22270	Lexipol, LLC	Cordico Law Enforcement Welness App 7/1/24 to 6/30/25	1,999.00
22271	MONTEREY BAY AIR RESOURCES DISTRICT	Per Capita Assessment FY 2024-2025	862.95
22272	MONTEREY ONE WATER	Service Period 07-01-2024 to 08-24-2024	89.82
22273	Monterey Regional Waste Managment District	FY23/24 Annual Share of Cost SB1383	4,500.00
22274	ODP Business Solutions, LLC	Supplies	222.54
22275	PG&E	Service Date 2024-07	2,510.25
22276	PURE WATER	Supplies	34.75
22277	RingCentral, Inc.	Subscription & Hardware Chages 2024-07	562.51
22278	ROGER GUZMAN	LAPD Crisis Negotiations	486.58
22279	SAFEGUARD BUSINESS SYSTEMS, INC.	Supplies	329.53
22280	SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING	Driving PSP Course - 6/24/2024 Kristopher Moore	150.00
22281	STAN COOK	Developer Agreement-Meetings & updates 2024-07	213.75
22282	TERMINIX, INC.	Pest Control 2023-08	102.00
	TERMINIX, INC.	Pest Control 2024-06	109.00
22283	THE MAYNARD GROUP, INC.	Service Period 08/01/2024 to 08/31/2024	67.00
22284	US Bank Equipment Finance	Konika Miinolta Copier Lease 2024-08	533.48
22285	Verizon	Service Period June 24 - July 23	80.02
22286	VSP	ID# 30004100 August 2024	261.27
22287	A.F. Electric, Inc.	Faulty Breaker	250.00
22288	ALLIANT INSURANCE	Premium Adj 2023 Dodge Durango 2024-07	43.00
22289	AT&T CAL NET 2	Internet - Service Period 07/15/2024 to 08/14/2024	838.74
22290 Void	AT&T MOBIILITY	Service Period 2024-08	-
	AT&T MOBIILITY	Telephone - Service Period 07-03-24 to 08-02-24	-
22291	CoPower	Dental Permiums 2024-09	2,433.81
22292	COLANTUONO, HIGHSMITH & WHATLEY, PC	Legal - Ballot Measure	77.00
22293	COMCAST BUSINESS	Service Period 08/10/24 to 09/09/24	368.14
22294	CORELOGIC SOLUTIONS, LLC.	Software - 2024-07	178.26
22295	DENISE DUFFY & ASSOCIATES	Reap 2.0 Project # 9614 Task779D-Service Period 1/1/24 to 3/31/24	11,398.00
	DENISE DUFFY & ASSOCIATES	S. Boundary Rd FY 23/24 Service Period 4/4/24 to 6/30/24	10,673.15
22296	ECONOMIC&PLANNING SYSTEMS, INC.	Project 222079 July 2024	1,473.17
22297	FENTON & KELLER	Legal 2024-07	818.00
22298	Justin Tang	Travel 7/21 - 8/2/24 Arrest & Control Training	2,746.86
22299	MONTEREY BAY TECHNOLOGIES, INC.	IT Services 2024-08	1,800.00
22300	Monterey County Health Department	PD FY24-25 Rediness Retainer Fee	2,000.00

**City of Del Rey Oaks**  
**Check/Voucher Register**  
**From 08/01/2024 Through 08/31/2024**

Check Number	Payee	Transaction Description	Check Amount
22301	MONTEREY SIGNS	Vehicle Graphic #94	1,081.60
22302	Napa Auto Parts	Auto Parts	27.73
22303	ODP Business Solutions, LLC	Supplies 2024-08	190.34
22304	OMNIGO SOFTWARE	Software Historic Read Only License 9/27/24 - 9/26/25	3,193.07
22305	PG&E	Service Period 07/13/24 to 8/12/24	78.31
22306	Pitney Bowes Global Financial Servies LLC	Postage Servie Period 6/30/24 to 09/29/24	179.31
22307	QUALITY PRINT & COPY, LLC.	Envelopes	408.30
22308	ROGER GUZMAN	Travel Reimbursement- Crisis Negotiations	327.13
22309	Stacy Matthews	Wellness 2024-07	140.85
22310	Stericycle, Inc.	Shred Service 2024-07	340.98
22311	TERMINIX, INC.	Pest Control 2024-07	109.00
22312	Transunion Risk & Alternative Data Solutions, Inc.	On-Line Investigative Services 2024-07	17.00
22313	AT&T	Telephone Service Period 07/03/24 to 08/02/24	40.24
22314	AT&T MOBILITY	Telephone - Service Period 08-03-24 to 09-02-24	357.21
22315	CHAVAN AND ASSOCIATES, LLP	City Audit FY 2024	14,325.00
22316	PRECISION ALARMS AND AUTOMATION, INC.	Alarm Inspections & Monitoring 2024-08	170.00
22317	REGIONAL GOVERNMENT SERIVCES	Contract Services 2024-07	43,692.00
ACH 8-7-2024	P.E.R.S.-HEALTH	CalPERS 1800 Health 08/2024	38,678.53
ACH 8-8-2025	7-Eleven Mastercard	PD & PW Fuel Charges 2024/08	2,809.29
ADP 081424	ADP	ADP fees	657.85
PERS 080224	PERS	CalPERS 1900 457 (08/02) Contribution 07/31/2024	2,550.00
	PERS	PERS 3100 Contribution Retirement 07/13-07/26/24 -Plan 26934	2,157.71
	PERS	PERS 3100 Contribution Retirement 07/13-0726/24 -Plan 25623	4,218.81
	PERS	PERS 3100 Contribution Retirement 7/13-7/26/24 -Plan 1364	608.62
	PERS	PERS 3100 Contribution Retirment 7/13-7/26/24 -Plan 1365	4,249.82
PERS 081624-1	PERS	CalPERS 1900 457 (08/16) Contribution 08/15/2024	2,550.00
	PERS	PERS 3100 Contribution Retirement 07/27-08/09/24 -Plan 26934	2,412.56
	PERS	PERS 3100 Contribution Retirement 7/27-08/09/24 -Plan 1364	612.42
	PERS	PERS 3100 Contribution Retirement 7/27-08/09/24 -Plan 25623	3,981.38
	PERS	PERS 3100 Contribution Retirment 7/27-08/09/24 -Plan 1365	<u>4,280.24</u>
Report Total			<u>206,814.83</u>

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

100 - General Fund  
 From 8/1/2024 Through 8/31/2024

		FY 2025 - Revised	August 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
Revenue					
Non Department Specific	000				
P/T-Secured	41110	541,600.00	0.00	0.00	0.00%
P/T-Unsecured	41120	27,000.00	0.00	0.00	0.00%
P/T-Prior Secured	41130	6,100.00	0.00	0.00	0.00%
Prior Unsecured	41140	100.00	0.00	0.00	0.00%
P/T-Unitary Tax	41150	10,000.00	0.00	0.00	0.00%
P/T-Supplemental Roll (SB813)	41160	12,200.00	0.00	0.00	0.00%
Property Tax - VLF	41170	183,000.00	0.00	0.00	0.00%
Prop Tax-Interest/Penalty	41180	800.00	0.00	0.00	0.00%
Sales Tax	42210	470,000.00	44,246.97	81,368.22	17.31%
Sales Tax - 145 (Measure S-1%)	42220	562,000.00	50,510.80	97,887.76	17.41%
Sales Tax -409 (Measure R 1/2%)	42221	281,000.00	25,019.67	48,758.30	17.35%
Cannabis Tax	42222	100,000.00	8,056.68	25,447.72	25.44%
Transient Occupancy Tax	42230	190,000.00	12,897.95	49,304.84	25.94%
Property Transfer Tax	42250	8,500.00	576.40	1,560.35	18.35%
Sewer Impact	42290	22,000.00	0.00	0.00	0.00%
Business Licenses	42310	210,000.00	4,282.00	33,775.21	16.08%
Gas Franchises	42761	8,000.00	0.00	0.00	0.00%
Electric Franchises	42762	22,000.00	0.00	0.00	0.00%
Garbage Franchises	42763	110,000.00	0.00	26,924.34	24.47%
Cable Tv Franchises	42764	26,000.00	6,088.46	6,088.46	23.41%
Water Franchises	42765	25,000.00	0.00	0.00	0.00%
SB1186 Disability Access Fund	43311	1,000.00	68.00	560.00	56.00%
SB1473 Environmental Assessment Fee	43312	100.00	3.00	16.00	16.00%
Building Permits	43320	40,000.00	1,604.07	9,214.14	23.03%
Cannabis Business Permit	43325	5,000.00	0.00	5,000.00	100.00%
Plan Check Fees	43330	17,000.00	0.00	120.00	0.70%
Street Opening Permits Fees	43340	5,000.00	250.00	500.00	10.00%
Plumbing Permits	43350	1,600.00	125.00	500.00	31.25%
Electrical Permits	43360	1,600.00	125.00	250.00	15.62%
Other Licenses/Permits	43390	1,000.00	0.00	0.00	0.00%
Fines & Forfeitures	45000	1,700.00	239.46	507.20	29.83%
Vehicle Code Fines	45510	3,000.00	625.00	1,025.00	34.16%
Parking and Admin Fines	45512	7,500.00	2,110.00	2,246.00	29.94%
Interest Earned	46100	120,000.00	0.00	44,726.95	37.27%
Interest Earned-PARS	46101	15,000.00	0.00	7,679.61	51.19%
Rental Income - Garden Center	46815	36,000.00	3,000.00	6,000.00	16.66%
Rental Income - Airport RV	46816	35,000.00	4,126.70	8,219.20	23.48%
Rental Income - PW Bldg (CHC Enterprise)	46817	24,000.00	16,000.00	16,000.00	66.66%
HOPTR	47130	1,200.00	0.00	0.00	0.00%
Vehicle License Collection	47140	2,500.00	0.00	0.00	0.00%
COPS	47240	185,000.00	0.00	16,666.66	9.00%
SB1383 Organics Recycling	47243	9,000.00	0.00	0.00	0.00%
Prop 172	47750	20,000.00	1,818.65	3,216.57	16.08%
Wellness Program	47760	7,500.00	0.00	0.00	0.00%
Police Grants & Other Reimbursements	47780	10,700.00	0.00	0.00	0.00%
POST Reimbursements	47781	7,000.00	0.00	0.00	0.00%

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

**100 - General Fund**  
From 8/1/2024 Through 8/31/2024

		FY 2025 - Revised	August 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
DDA Negotiation Payment	47912	0.00	0.00	10,000.00	0.00%
Police Service Fees	48210	1,000.00	375.00	500.00	50.00%
Police Services-Special Events	48211	40,000.00	0.00	2,500.00	6.25%
Public Events	48212	7,500.00	0.00	0.00	0.00%
Use Permits	48805	22,000.00	1,460.00	5,000.00	22.72%
Maps/Publications	48810	100.00	0.00	0.00	0.00%
Property Inspections	48825	4,500.00	250.00	500.00	11.11%
Miscellaneous Revenue	48840	10,300.00	23,622.25	25,317.14	245.79%
Rental - Park	48910	3,500.00	600.00	1,700.00	48.57%
Miscellaneous Refunds	48930	1,000.00	0.00	350.72	35.07%
<b>Total Non Department Specific</b>		<u>3,462,600.00</u>	<u>208,081.06</u>	<u>539,430.39</u>	<u>15.58%</u>
<b>Police</b>	<b>210</b>				
Airport Police Services	48220	1,345,700.00	111,852.50	222,309.50	16.51%
<b>Total Police</b>		<u>1,345,700.00</u>	<u>111,852.50</u>	<u>222,309.50</u>	<u>16.52%</u>
<b>Total Revenue</b>		<u><u>4,808,300.00</u></u>	<u><u>319,933.56</u></u>	<u><u>761,739.89</u></u>	<u><u>15.84%</u></u>

Expense

<b>Council</b>	<b>110</b>				
Council Member Stipend	61115	7,500.00	625.00	1,250.00	16.66%
Medicare-ER	61130	200.00	9.06	18.12	9.06%
Social Security-ER	61131	500.00	38.75	77.50	15.50%
Unemployment Ins-Fed & State	61132	100.00	3.75	7.50	7.50%
Dental Expense	61135	8,900.00	511.03	1,533.09	17.22%
Materials/Supply	62410	200.00	0.00	0.00	0.00%
Membership Dues-Professional Org	64550	3,000.00	0.00	510.00	17.00%
Strategic Planning	64570	5,000.00	0.00	0.00	0.00%
Misc Expenses	64580	1,500.00	0.00	0.00	0.00%
Travel Expenses	64610	4,000.00	0.00	0.00	0.00%
<b>Total Council</b>		<u>30,900.00</u>	<u>1,187.59</u>	<u>3,396.21</u>	<u>10.99%</u>
<b>City Clerk</b>	<b>111</b>				
Payroll	61105	235,500.00	25,699.85	43,585.45	18.50%
Overtime	61110	10,000.00	365.97	1,135.27	11.35%
PERS UAL	61124	44,500.00	0.00	44,451.00	99.88%
PERS Retirement	61125	23,800.00	1,413.75	2,914.30	12.24%
Medicare-ER	61130	3,400.00	376.37	646.04	19.00%
Unemployment Ins-Fed & State	61132	100.00	0.00	6.80	6.80%
Dental Expense	61135	4,800.00	447.25	1,488.73	31.01%
Health Insurance	61140	99,400.00	11,397.15	17,551.86	17.65%
Health Insurance -Retiree	61141	1,000.00	0.00	0.00	0.00%
Vision Ins	61145	700.00	46.11	92.22	13.17%
Workers Comp and EAP	61150	14,100.00	0.00	13,991.00	99.22%
Wellness Program	61155	1,500.00	140.85	458.78	30.58%
Educational Incentive Pay	61157	0.00	692.31	923.08	0.00%
Longevity Pay	61158	0.00	425.85	425.85	0.00%
Materials/Supply	62410	5,000.00	0.00	220.31	4.40%
Office Supplies	62430	10,000.00	853.54	1,429.62	14.29%
Repair/Maintenance	63505	1,000.00	0.00	0.00	0.00%
Other Outside Services	63508	5,000.00	482.84	880.68	17.61%
Shredding Services	63509	1,000.00	170.49	170.49	17.04%
Telephone	63530	7,000.00	551.53	551.53	7.87%
Internet	63531	2,000.00	452.87	452.87	22.64%
Website Design & Maintenance	63535	1,000.00	0.00	0.00	0.00%

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

**100 - General Fund**  
From 8/1/2024 Through 8/31/2024

		FY 2025 - Revised	August 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
Postage / Shipping	63540	3,000.00	137.64	137.64	4.58%
Training	63605	5,000.00	0.00	0.00	0.00%
Insurance-Liability	63620	42,600.00	0.00	19,396.03	45.53%
Contract Services - IT	63635	10,000.00	900.00	1,800.00	18.00%
Software/Server Subscription	64310	15,000.00	178.26	5,281.44	35.20%
Agenda Management System	64315	5,000.00	0.00	4,920.00	98.40%
Document Management System	64316	1,500.00	0.00	0.00	0.00%
Municipal Code Service	64320	5,000.00	2,002.60	2,841.82	56.83%
Membership Dues-Professional Org	64550	500.00	0.00	185.00	37.00%
Membership Dues-Government Agency	64552	700.00	0.00	0.00	0.00%
Printing / Publications	64575	2,000.00	0.00	0.00	0.00%
Misc Expenses	64580	1,000.00	0.00	0.00	0.00%
Election Cost	64588	15,000.00	0.00	0.00	0.00%
Travel Expenses	64610	2,700.00	0.00	0.00	0.00%
<b>Total City Clerk</b>		<b>579,800.00</b>	<b>46,735.23</b>	<b>165,937.81</b>	<b>28.62%</b>
<b>City Manager</b>	<b>120</b>				
Payroll	61105	204,500.00	23,323.20	38,872.00	19.00%
PERS UAL	61124	400.00	0.00	395.50	98.87%
PERS Retirement	61125	15,900.00	1,145.00	2,276.17	14.31%
Medicare-ER	61130	2,900.00	338.19	563.65	19.43%
Unemployment Ins-Fed & State	61132	100.00	0.00	0.00	0.00%
Dental Expense	61135	2,400.00	193.29	579.87	24.16%
Health Insurance	61140	43,100.00	3,417.10	6,834.20	15.85%
Vision Ins	61145	400.00	29.60	59.20	14.80%
Workers Comp and EAP	61150	12,000.00	0.00	12,731.12	106.09%
Wellness Program	61155	500.00	0.00	0.00	0.00%
Educational Incentive Pay	61157	0.00	276.93	369.24	0.00%
Auto Allowance	61180	5,400.00	623.10	1,038.50	19.23%
Office Supplies	62430	1,500.00	0.00	0.00	0.00%
Insurance-Liability	63620	36,700.00	0.00	17,649.42	48.09%
Membership Dues-Professional Org	64550	3,000.00	0.00	400.00	13.33%
Membership Dues-Government Agency	64552	700.00	0.00	0.00	0.00%
Books and Periodicals	64565	300.00	0.00	0.00	0.00%
Travel Expenses	64610	4,000.00	0.00	0.00	0.00%
Contingency	66905	23,300.00	0.00	0.00	0.00%
<b>Total City Manager</b>		<b>357,100.00</b>	<b>29,346.41</b>	<b>81,768.87</b>	<b>22.90%</b>
<b>Finance</b>	<b>130</b>				
ADP Payroll Fees	62310	7,000.00	657.85	1,309.80	18.71%
Bank Service Charges	62320	6,000.00	243.30	934.09	15.56%
Accounting Software	62431	5,000.00	0.00	0.00	0.00%
Audit-Finance	63625	40,000.00	14,325.00	14,325.00	35.81%
Audit -Sales Tax	63626	5,000.00	0.00	0.00	0.00%
Actuarial Services	63627	4,500.00	0.00	0.00	0.00%
Accounting Services-RGS	63645	218,300.00	43,692.00	43,692.00	20.01%
<b>Total Finance</b>		<b>285,800.00</b>	<b>58,918.15</b>	<b>60,260.89</b>	<b>21.08%</b>
<b>Legal</b>	<b>150</b>				
Legal Services	63650	125,000.00	895.00	895.00	0.71%
Legal Advert	64560	2,300.00	0.00	175.50	7.63%
Misc Expenses	64580	1,000.00	0.00	0.00	0.00%

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

**100 - General Fund**  
From 8/1/2024 Through 8/31/2024

		FY 2025 - Revised	August 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
Total Legal		128,300.00	895.00	1,070.50	0.83%
Planning & Building Regulation	160				
Economic Development Services	63639	10,000.00	1,686.92	1,686.92	16.86%
Planning Services	63640	50,000.00	0.00	0.00	0.00%
Building Inspections Services	63648	32,400.00	6,111.05	6,111.05	18.86%
Engineering Services	63649	5,000.00	0.00	0.00	0.00%
Code Enforcement Services	63656	5,000.00	0.00	0.00	0.00%
Travel Expenses	64610	1,000.00	0.00	0.00	0.00%
Total Planning & Building Regulation		103,400.00	7,797.97	7,797.97	7.54%
Government Buildings	180				
Materials/Supply	62410	2,000.00	0.00	0.00	0.00%
Repair/Maintenance	63505	5,000.00	0.00	0.00	0.00%
Other Outside Services	63508	1,000.00	109.00	109.00	10.90%
Janitorial Services	63660	3,000.00	250.00	250.00	8.33%
Total Government Buildings		11,000.00	359.00	359.00	3.26%
Non-Departmental	190				
Materials/Supply	62410	500.00	0.00	30.61	6.12%
Insurance-Property	63621	10,000.00	0.00	8,362.23	83.62%
Membership Dues-Professional Org	64550	4,800.00	0.00	4,900.00	102.08%
Membership Dues-Non Profit Agency Contrib	64551	12,000.00	0.00	0.00	0.00%
Membership Dues-Government Agency	64552	5,500.00	862.95	4,460.10	81.09%
Misc Expenses	64580	1,000.00	0.00	0.00	0.00%
S.M.I.P.	64930	200.00	0.00	0.00	0.00%
SB 1473	64940	100.00	0.00	0.00	0.00%
Principal-PG&E	65751	0.00	210.83	210.83	0.00%
Total Non-Departmental		34,100.00	1,073.78	17,963.77	52.68%
Police	210				
Payroll	61105	1,120,900.00	111,108.93	188,921.94	16.85%
Overtime	61110	140,000.00	25,303.51	34,616.68	24.72%
Overtime-DEA	61111	0.00	3,278.23	3,278.83	0.00%
Reserves Payroll	61120	95,000.00	9,931.31	16,795.86	17.67%
PERS UAL - After 06/30/18	61123	13,400.00	0.00	107,940.00	805.52%
PERS UAL	61124	110,200.00	0.00	15,563.00	14.12%
PERS Retirement	61125	150,200.00	10,105.05	20,425.44	13.59%
PERS 457 Expense	61126	32,400.00	2,400.00	3,600.00	11.11%
Medicare-ER	61130	16,200.00	2,182.73	3,624.36	22.37%
Social Security-ER	61131	0.00	48.64	144.82	0.00%
Unemployment Ins-Fed & State	61132	11,000.00	2.14	15.33	0.13%
Dental Expense	61135	16,200.00	1,155.26	3,465.78	21.39%
Health Insurance	61140	304,800.00	21,078.74	42,156.68	13.83%
Health Insurance -Retiree	61141	0.00	157.00	314.00	0.00%
Vision Ins	61145	2,500.00	169.05	338.10	13.52%
Workers Comp and EAP	61150	142,000.00	0.00	70,093.57	49.36%
Wellness Program	61155	5,000.00	0.00	0.00	0.00%
Educational Incentive Pay	61157	0.00	1,938.48	2,579.64	0.00%
Longevity Pay	61158	0.00	1,130.48	1,130.48	0.00%
Uniform Allowance	61160	10,000.00	0.00	2,250.00	22.50%
Materials/Supply	62410	15,000.00	0.00	322.05	2.14%

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

**100 - General Fund**  
From 8/1/2024 Through 8/31/2024

		FY 2025 - Revised	August 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
Ammunition	62420	5,000.00	0.00	0.00	0.00%
Body Armor Vests	62422	1,500.00	0.00	0.00	0.00%
Office Supplies	62430	5,000.00	193.07	263.14	5.26%
Auto Operations - Supplies / Equip	62710	2,500.00	0.00	355.00	14.20%
Auto Operations - Fuel	62720	30,000.00	2,633.91	5,079.71	16.93%
Repair/Maintenance	63505	2,000.00	0.00	282.49	14.12%
Other Outside Services	63508	5,000.00	220.64	356.28	7.12%
Shredding Services	63509	1,000.00	170.49	170.49	17.04%
Telephone	63530	13,000.00	812.32	1,169.53	8.99%
Internet	63531	6,500.00	1,100.93	1,754.72	26.99%
Annual Maintenance-Records Mgmt Software	63537	6,500.00	3,193.07	3,193.07	49.12%
Annual Maintenance	63538	3,400.00	0.00	0.00	0.00%
Postage / Shipping	63540	500.00	41.67	41.67	8.33%
Training	63605	5,000.00	83.50	83.50	1.67%
Insurance-Liability	63620	205,800.00	43.00	97,215.25	47.23%
Insurance-Property	63621	10,000.00	0.00	8,362.22	83.62%
Insurance-Vehicles	63622	0.00	0.00	2,523.50	0.00%
Audit-Finance	63625	5,000.00	0.00	0.00	0.00%
Contract Services - IT	63635	12,900.00	900.00	1,800.00	13.95%
Contract Services-Others	63637	4,200.00	2,000.00	2,000.00	47.61%
Janitorial Services	63660	3,000.00	250.00	250.00	8.33%
911-NGEN Phase II Upgrade	63664	7,000.00	0.00	0.00	0.00%
911-Radio Dispatch	63665	59,350.00	0.00	14,539.00	24.49%
911-Inform MDT Terminal Service	63666	900.00	0.00	0.00	0.00%
911-Notification System	63667	400.00	0.00	0.00	0.00%
911-NGEN O&M	63668	13,400.00	0.00	3,239.00	24.17%
911-NGEN Debt (Capital Fee)	63669	7,700.00	0.00	7,633.00	99.12%
Auto Repair/Maintenance	63730	14,000.00	412.73	2,153.69	15.38%
Parking & Admin Citations Services	63812	5,000.00	1,557.04	1,557.04	31.14%
Animal Regulation Fire	63820	500.00	0.00	0.00	0.00%
Fund Jail & Prisoner	63830	200.00	0.00	0.00	0.00%
ACJIS System	63840	9,000.00	0.00	0.00	0.00%
Software/Server Subscription	64310	20,000.00	17.00	10,174.39	50.87%
Computer Server	64318	2,500.00	0.00	0.00	0.00%
Personnel Recruit & Pre-Employment	64545	3,000.00	0.00	0.00	0.00%
Membership Dues-Professional Org	64550	9,000.00	0.00	72.00	0.80%
Membership Dues-Non Profit Agency Contrib	64551	0.00	0.00	500.00	0.00%
Membership Dues-Government Agency	64552	0.00	5,000.00	5,000.00	0.00%
Books and Periodicals	64565	900.00	0.00	0.00	0.00%
Printing / Publications	64575	2,000.00	0.00	0.00	0.00%
Misc Expenses	64580	1,000.00	0.00	0.00	0.00%
Travel Expenses	64610	13,000.00	3,560.57	3,560.57	27.38%
Principal-Motorola Lease-Cameras	65104	21,350.00	0.00	0.00	0.00%

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

**100 - General Fund**  
From 8/1/2024 Through 8/31/2024

		FY 2025 - Revised	August 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
Principal-Sunridge Records Mgmt	65106	8,500.00	0.00	0.00	0.00%
Interest-Sunridge Records Mgmt	65107	300.00	0.00	0.00	0.00%
Vehicle Replacement	66735	21,050.00	0.00	0.00	0.00%
<b>Total Police</b>		<b>2,732,650.00</b>	<b>212,179.49</b>	<b>690,905.82</b>	<b>25.28%</b>
Fire/Animal Control	220				
Fire Seaside	63810	234,400.00	0.00	0.00	0.00%
<b>Total Fire/Animal Control</b>		<b>234,400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
Public Works/Streets	311				
Payroll	61105	84,800.00	9,643.20	16,072.00	18.95%
Overtime	61110	3,000.00	0.00	0.00	0.00%
PERS UAL	61124	400.00	0.00	395.50	98.87%
PERS Retirement	61125	6,600.00	466.60	927.57	14.05%
Medicare-ER	61130	1,300.00	139.83	233.05	17.92%
Unemployment Ins-Fed & State	61132	100.00	0.00	0.00	0.00%
Dental Expense	61135	1,600.00	126.98	380.94	23.80%
Health Insurance	61140	33,200.00	2,628.54	5,257.08	15.83%
Vision Ins	61145	300.00	16.51	33.02	11.00%
Workers Comp and EAP	61150	5,500.00	0.00	5,266.31	95.75%
Wellness Program	61155	500.00	0.00	0.00	0.00%
Educational Incentive Pay	61157	0.00	138.45	184.60	0.00%
Materials/Supply	62410	12,000.00	118.75	198.13	1.65%
Office Supplies	62430	1,500.00	138.85	197.98	13.19%
Auto Operations - Supplies / Equip	62710	2,500.00	0.00	0.00	0.00%
Auto Operations - Fuel	62720	6,000.00	175.38	596.67	9.94%
Repair/Maintenance	63505	30,000.00	250.00	250.00	0.83%
Other Outside Services	63508	1,000.00	0.00	0.00	0.00%
Gabilan Crew	63515	5,000.00	0.00	0.00	0.00%
Utilities - PG&E	63520	20,000.00	1,024.44	1,105.14	5.52%
Utilities - Water	63525	5,000.00	561.53	561.53	11.23%
Telephone	63530	300.00	0.00	0.00	0.00%
Training	63605	4,000.00	0.00	0.00	0.00%
Insurance-Liability	63620	15,600.00	0.00	7,300.80	46.80%
Insurance-Vehicles	63622	5,000.00	0.00	2,523.50	50.47%
Organic Waste Regs Services	63654	9,000.00	0.00	0.00	0.00%
Auto Repair/Maintenance	63730	8,300.00	642.46	1,298.78	15.64%
Printing / Publications	64575	1,300.00	0.00	0.00	0.00%
Storm Water Project - Phase 4	64920	23,000.00	0.00	0.00	0.00%
Equipment	66302	2,000.00	0.00	0.00	0.00%
<b>Total Public Works/Streets</b>		<b>288,800.00</b>	<b>16,071.52</b>	<b>42,782.60</b>	<b>14.81%</b>
Parks/Recreation	411				
Materials/Supply	62410	14,000.00	0.00	291.55	2.08%
Office Supplies	62430	1,000.00	0.00	0.00	0.00%
Repair/Maintenance	63505	25,000.00	0.00	0.00	0.00%
Utilities - Water	63525	3,000.00	339.81	339.81	11.32%
Travel Expenses	64610	100.00	0.00	0.00	0.00%
<b>Total Parks/Recreation</b>		<b>43,100.00</b>	<b>339.81</b>	<b>631.36</b>	<b>1.46%</b>
<b>Total Expense</b>		<b>4,829,350.00</b>	<b>374,903.95</b>	<b>1,072,874.80</b>	<b>22.22%</b>

Other Financing Sources and Uses  
Non Department Specific 000

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

**100 - General Fund**  
 From 8/1/2024 Through 8/31/2024

		<u>FY 2025 - Revised</u>	<u>August 2024 Actual</u>	<u>FY 2025 YTD Actual</u>	<u>Percent Collected/Used</u>
Transfers Out to CIP	81003	(80,000.00)	0.00	0.00	0.00%
Total Non Department Specific		(80,000.00)	0.00	0.00	0.00%
Total Other Financing Sources and Uses		(80,000.00)	0.00	0.00	0.00%
Excess(Deficit) of Revenue Over Expenditures		(101,050.00)	(54,970.39)	(311,134.91)	

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

210 - Gas Tax Fund  
 From 8/1/2024 Through 8/31/2024

		<u>FY 2025 - Revised</u>	<u>August 2024 Actual</u>	<u>FY 2025 YTD Actual</u>	<u>Percent Collected/Used</u>
Revenue					
Non Department Specific	000				
Gas Tax 2103	47010	15,100.00	1,494.41	2,697.47	17.86%
Gas Tax 2105	47020	10,500.00	827.52	1,668.54	15.89%
Gas Tax 2106	47030	9,500.00	777.13	1,531.34	16.11%
Gas Tax 2107	47040	12,400.00	1,115.51	2,277.69	18.36%
Gas Tax 2107.5	47050	<u>1,000.00</u>	<u>1,000.00</u>	<u>1,000.00</u>	<u>100.00%</u>
Total Non Department Specific		<u>48,500.00</u>	<u>5,214.57</u>	<u>9,175.04</u>	<u>18.92%</u>
Total Revenue		<u><u>48,500.00</u></u>	<u><u>5,214.57</u></u>	<u><u>9,175.04</u></u>	<u><u>18.92%</u></u>
Expense					
Public Works/Streets	311				
Street Sweeping	63510	10,000.00	0.00	0.00	0.00%
Utilities - PG&E	63520	0.00	60.14	60.14	0.00%
Street Lighting	63910	<u>15,000.00</u>	<u>1,293.15</u>	<u>1,293.15</u>	<u>8.62%</u>
Total Public Works/Streets		<u>25,000.00</u>	<u>1,353.29</u>	<u>1,353.29</u>	<u>5.41%</u>
Total Expense		<u><u>25,000.00</u></u>	<u><u>1,353.29</u></u>	<u><u>1,353.29</u></u>	<u><u>5.41%</u></u>
Excess(Deficit) of Revenue Over Expenditures		23,500.00	3,861.28	7,821.75	

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

211 - SB1 Fund-RMRA  
 From 8/1/2024 Through 8/31/2024

		<u>FY 2025 - Revised</u>	<u>August 2024 Actual</u>	<u>FY 2025 YTD Actual</u>	<u>Percent Collected/Used</u>
Revenue					
Non Department Specific	000				
SB 1 Funds	47777	<u>40,800.00</u>	<u>3,809.76</u>	<u>7,092.45</u>	<u>17.38%</u>
Total Non Department Specific		<u>40,800.00</u>	<u>3,809.76</u>	<u>7,092.45</u>	<u>17.38%</u>
Total Revenue		<u>40,800.00</u>	<u>3,809.76</u>	<u>7,092.45</u>	<u>17.38%</u>
Expense					
Saucito/Work Gutter & Curb	537				
Curb and Gutter Repair	66327	<u>190,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Saucito/Work Gutter & Curb		<u>190,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Expense		<u>190,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Excess(Deficit) of Revenue Over Expenditures		(149,200.00)	3,809.76	7,092.45	

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

212 - Measure X Fund  
 From 8/1/2024 Through 8/31/2024

		<u>FY 2025 - Revised</u>	<u>August 2024 Actual</u>	<u>FY 2025 YTD Actual</u>	<u>Percent Collected/Used</u>
<b>Revenue</b>					
Non Department Specific	000				
Measure X	47775	<u>94,400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Non Department Specific		<u>94,400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Revenue		<u>94,400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
<b>Expense</b>					
Debt Service - Measure X	610				
Principal - Measure X Loan	65103	<u>80,400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Interest - Measure X	65203	<u>14,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Debt Service - Measure X		<u>94,400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Expense		<u>94,400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
<b>Other Financing Sources and Uses</b>					
Rosita Emergency Repairs	539				
Transfers Out to Grants	81004	<u>(74,100.00)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Rosita Emergency Repairs		<u>(74,100.00)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Other Financing Sources and Uses		<u>(74,100.00)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Excess(Deficit) of Revenue Over Expenditures		<u>(74,100.00)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>

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

222 - FORA Land Development  
 From 8/1/2024 Through 8/31/2024

		<u>FY 2025 - Revised</u>	<u>August 2024 Actual</u>	<u>FY 2025 YTD Actual</u>	<u>Percent Collected/Used</u>
Revenue					
Non Department Specific	000				
DDA Developer Deposit	47911	<u>0.00</u>	<u>0.00</u>	<u>75,000.00</u>	<u>0.00%</u>
Total Non Department Specific		<u>0.00</u>	<u>0.00</u>	<u>75,000.00</u>	<u>0.00%</u>
Total Revenue		<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>75,000.00</u></u>	<u><u>0.00%</u></u>
Excess(Deficit) of Revenue Over Expenditures		0.00	0.00	75,000.00	0.00%

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

223 - ARPA Fund  
 From 8/1/2024 Through 8/31/2024

		<u>FY 2025 - Revised</u>	<u>August 2024 Actual</u>	<u>FY 2025 YTD Actual</u>	<u>Percent Collected/Used</u>
Expense					
City Hall Parking Lot Imp	527				
Parking Lot Improvements & Repairs	66425	50,000.00	0.00	0.00	0.00%
Total City Hall Parking Lot Imp		<u>50,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Expense		<u>50,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Excess(Deficit) of Revenue Over Expenditures		(50,000.00)	0.00	0.00	0.00%

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

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

From 8/1/2024 Through 8/31/2024

		<u>FY 2025 - Revised</u>	<u>August 2024 Actual</u>	<u>FY 2025 YTD Actual</u>	<u>Percent Collected/Used</u>
Expense					
Police	210				
Law Enforcement Wellness App	64314	<u>2,000.00</u>	<u>1,999.00</u>	<u>1,999.00</u>	<u>99.95%</u>
Total Police		<u>2,000.00</u>	<u>1,999.00</u>	<u>1,999.00</u>	<u>99.95%</u>
Total Expense		<u>2,000.00</u>	<u>1,999.00</u>	<u>1,999.00</u>	<u>99.95%</u>
Excess(Deficit) of Revenue Over Expenditures		(2,000.00)	(1,999.00)	(1,999.00)	

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

**236 - Drug Enforcement Administration (DEA)**

From 8/1/2024 Through 8/31/2024

		<u>FY 2025 - Revised</u>	<u>August 2024 Actual</u>	<u>FY 2025 YTD Actual</u>	<u>Percent Collected/Used</u>
Revenue					
Police	210				
DEA Reimbursements	47782	44,000.00	0.00	6,740.78	15.31%
Total Police		<u>44,000.00</u>	<u>0.00</u>	<u>6,740.78</u>	<u>15.32%</u>
Total Revenue		<u><u>44,000.00</u></u>	<u><u>0.00</u></u>	<u><u>6,740.78</u></u>	<u><u>15.32%</u></u>
Expense					
Police	210				
Overtime-DEA	61111	44,000.00	1,377.83	4,674.46	10.62%
Total Police		<u>44,000.00</u>	<u>1,377.83</u>	<u>4,674.46</u>	<u>10.62%</u>
Total Expense		<u><u>44,000.00</u></u>	<u><u>1,377.83</u></u>	<u><u>4,674.46</u></u>	<u><u>10.62%</u></u>
Excess(Deficit) of Revenue Over Expenditures		0.00	(1,377.83)	2,066.32	0.00%

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

242 - REAP Grant  
 From 8/1/2024 Through 8/31/2024

		<u>FY 2025 - Revised</u>	<u>August 2024 Actual</u>	<u>FY 2025 YTD Actual</u>	<u>Percent Collected/Used</u>
<b>Revenue</b>					
Planning & Building Regulation	160				
AMBAG REAP Grant	47241	<u>42,500.00</u>	<u>25,028.00</u>	<u>25,028.00</u>	<u>58.88%</u>
Total Planning & Building Regulation		<u>42,500.00</u>	<u>25,028.00</u>	<u>25,028.00</u>	<u>58.89%</u>
<b>Total Revenue</b>		<u><u>42,500.00</u></u>	<u><u>25,028.00</u></u>	<u><u>25,028.00</u></u>	<u><u>58.89%</u></u>
<b>Expense</b>					
Planning & Building Regulation	160				
Planning Services	63640	<u>42,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Planning & Building Regulation		<u>42,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
<b>Total Expense</b>		<u><u>42,500.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00%</u></u>
<b>Excess(Deficit) of Revenue Over Expenditures</b>		0.00	25,028.00	25,028.00	0.00%

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

251 - Cal Fire Grant  
 From 8/1/2024 Through 8/31/2024

		<u>FY 2025 - Revised</u>	<u>August 2024 Actual</u>	<u>FY 2025 YTD Actual</u>	<u>Percent Collected/Used</u>
Revenue					
Parks/Recreation	411				
Cal Fire Grant	47768	<u>297,300.00</u>	<u>20,631.90</u>	<u>20,631.90</u>	<u>6.93%</u>
Total Parks/Recreation		<u>297,300.00</u>	<u>20,631.90</u>	<u>20,631.90</u>	<u>6.94%</u>
Total Revenue		<u><u>297,300.00</u></u>	<u><u>20,631.90</u></u>	<u><u>20,631.90</u></u>	<u><u>6.94%</u></u>
Expense					
Parks/Recreation	411				
Tree Service	63913	<u>297,300.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Parks/Recreation		<u>297,300.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Expense		<u><u>297,300.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00%</u></u>
Excess(Deficit) of Revenue Over Expenditures		0.00	20,631.90	20,631.90	0.00%

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

260 - CDBG Fund  
 From 8/1/2024 Through 8/31/2024

		<u>FY 2025 - Revised</u>	<u>August 2024 Actual</u>	<u>FY 2025 YTD Actual</u>	<u>Percent Collected/Used</u>
Revenue					
Parks/Recreation	411				
Cal Fire Grant	47768	<u>90,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Parks/Recreation		<u>90,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Revenue		<u>90,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Expense					
Parks/Recreation	411				
Park Improvements	66420	<u>90,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Parks/Recreation		<u>90,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Expense		<u>90,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Excess(Deficit) of Revenue Over Expenditures		0.00	0.00	0.00	0.00%

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

301 - Capital Projects  
 From 8/1/2024 Through 8/31/2024

		FY 2025 - Revised	August 2024 Actual	FY 2025 YTD Actual	Percent Collected/Used
Expense					
Vehicle Replacement	533				
Vehicle Replacement	66735	45,000.00	0.00	0.00	0.00%
Total Vehicle Replacement		45,000.00	0.00	0.00	0.00%
City Hall Facility Repairs & Upgrades	541				
Repairs and Improvements	66322	20,000.00	0.00	9,738.00	48.69%
Total City Hall Facility Repairs & Upgrades		20,000.00	0.00	9,738.00	48.69%
Council Chamber Technology Project	542				
Technology Upgrades	66323	5,000.00	0.00	0.00	0.00%
Total Council Chamber Technology Project		5,000.00	0.00	0.00	0.00%
PD Radio Replacement	543				
PD Radio Replacement	66736	10,000.00	0.00	0.00	0.00%
Total PD Radio Replacement		10,000.00	0.00	0.00	0.00%
Total Expense		80,000.00	0.00	9,738.00	12.17%
Other Financing Sources and Uses					
Vehicle Replacement	533				
Transfers In from GF	82003	45,000.00	0.00	0.00	0.00%
Total Vehicle Replacement		45,000.00	0.00	0.00	0.00%
City Hall Facility Repairs & Upgrades	541				
Transfers In from GF	82003	20,000.00	0.00	0.00	0.00%
Total City Hall Facility Repairs & Upgrades		20,000.00	0.00	0.00	0.00%
Council Chamber Technology Project	542				
Transfers In from GF	82003	5,000.00	0.00	0.00	0.00%
Total Council Chamber Technology Project		5,000.00	0.00	0.00	0.00%
PD Radio Replacement	543				
Transfers In from GF	82003	10,000.00	0.00	0.00	0.00%
Total PD Radio Replacement		10,000.00	0.00	0.00	0.00%
Total Other Financing Sources and Uses		80,000.00	0.00	0.00	0.00%
Excess(Deficit) of Revenue Over Expenditures		0.00	0.00	(9,738.00)	0.00%

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

321 - SBR Engineering Fund  
 From 8/1/2024 Through 8/31/2024

		<u>FY 2025 - Revised</u>	<u>August 2024 Actual</u>	<u>FY 2025 YTD Actual</u>	<u>Percent Collected/Used</u>
Expense					
SBR Contract-Engineering & Others	518				
Contract Services - Engineering	63611	<u>300,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total SBR Contract-Engineering & Others		<u>300,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Expense		<u>300,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Excess(Deficit) of Revenue Over Expenditures		(300,000.00)	0.00	0.00	0.00%

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

331 - FHA Grant Fund  
 From 8/1/2024 Through 8/31/2024

		<u>FY 2025 - Revised</u>	<u>August 2024 Actual</u>	<u>FY 2025 YTD Actual</u>	<u>Percent Collected/Used</u>
<b>Revenue</b>					
Non Department Specific	000				
FHWA Grant	47523	<u>543,400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Non Department Specific		<u>543,400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Revenue		<u>543,400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
<b>Expense</b>					
Rosita Emergency Repairs	539				
Contract Services - Engineering	63611	<u>90,371.20</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Road Construction	66411	<u>494,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Rosita Emergency Repairs		<u>584,371.20</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Expense		<u>584,371.20</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
<b>Other Financing Sources and Uses</b>					
Rosita Emergency Repairs	539				
Transfers In from Measure X	82004	<u>74,100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Rosita Emergency Repairs		<u>74,100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Other Financing Sources and Uses		<u>74,100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Excess(Deficit) of Revenue Over Expenditures		33,128.80	0.00	0.00	0.00%

City of Del Rey Oaks  
**Statement of Revenues and Expenditures-General Fund Summary**  
**100 - General Fund**  
From 8/1/2024 Through 8/31/2024

	FY 2025 Budget	August 2024 Actual	FY 2025 YTD Actual	Percent Collected/Spent
<b>Revenue</b>				
Property Taxes	780,800.00	0.00	0.00	0.00%
Sales Tax	1,313,000.00	119,777.44	228,014.28	17.36%
Other Taxes	511,500.00	27,619.49	109,325.71	21.37%
Licenses and Permits	281,300.00	6,389.07	49,375.35	17.55%
Fines and Forfeitures	12,200.00	2,974.46	3,778.20	30.96%
Other Revenue	140,700.00	68.00	63,317.28	45.00%
Grants	239,200.00	1,818.65	19,883.23	8.31%
Airport Police Services	1,345,700.00	111,852.50	222,309.50	16.51%
Current Services	183,900.00	49,433.95	65,736.34	35.74%
<b>Total Revenue</b>	<b>4,808,300.00</b>	<b>319,933.56</b>	<b>761,739.89</b>	<b>15.84%</b>
<b>Expenditures</b>				
Council	30,900.00	1,187.59	3,396.21	10.99%
City Clerk	579,800.00	46,735.23	165,937.81	28.61%
City Manager	357,100.00	29,346.41	81,768.87	22.89%
Finance	285,800.00	58,918.15	60,260.89	21.08%
Legal	128,300.00	895.00	1,070.50	0.83%
Planning & Building Regulation	103,400.00	7,797.97	7,797.97	7.54%
Government Buildings	11,000.00	359.00	359.00	3.26%
Non-Departmental	34,100.00	1,073.78	17,963.77	52.67%
Police	2,732,650.00	212,179.49	690,905.82	25.28%
Fire/Animal Control	234,400.00	0.00	0.00	0.00%
Public Works/Streets	288,800.00	16,071.52	42,782.60	14.81%
Parks/Recreation	43,100.00	339.81	631.36	1.46%
<b>Total Expenditures</b>	<b>4,829,350.00</b>	<b>374,903.95</b>	<b>1,072,874.80</b>	<b>22.22%</b>
Net Revenues	(21,050.00)	(54,970.39)	(311,134.91)	
Other Financing Sources and Uses				
Uses				
Transfers Out to CIP	(80,000.00)	0.00	0.00	0.00%
Total Uses	(80,000.00)	0.00	0.00	0.00%
Total Other Financing Sources and Uses	(80,000.00)	0.00	0.00	0.00%
Net Revenues After Other Financing Sources and Uses	(101,050.00)	(54,970.39)	(311,134.91)	



**FIRE DEPARTMENT**

1635 Broadway Avenue  
Seaside, CA 93955

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

September 10, 2024

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

Dear Mr. Guertin:

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

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

Incident #

240803-SEA01903	240820-SEA02023	240824-SEA02055
240803-SEA01907	240822-SEA02039	240825-SEA02065
240814-SEA01970	240822-SEA02043	240825-SEA02066
240819-SEA02010	240823-SEA02051	240826-SEA02083
240820-SEA02019	240823-SEA02052	240826-SEA02085

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

Sincerely,

*Paul Blaha*

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
8/3/2024	240803-SEA01903	2:33:25 PM	2:39:52 PM	6.45	321	29	Mty Sns	Emergent
8/3/2024	240803-SEA01907	7:10:04 PM	7:15:59 PM	5.92	321	29	Portola	Emergent
8/14/2024	240814-SEA01970	9:19:24 PM	9:28:40 PM	8.57	321	29	Canyon Del Rey	Emergent
8/19/2024	240819-SEA02010	5:10:13 PM	5:19:55 PM	8.87	554	29	Pheasant Ridge	Non-Emergent
8/20/2024	240820-SEA02019	12:13:07 PM	12:18:00 PM	4.88	140	29	Paloma	Emergent
8/20/2024	240820-SEA02023	6:13:31 PM	6:24:10 PM	10.10	561	29	Canyon Del Rey	Non-Emergent
8/22/2024	240822-SEA02039	10:10:34 AM	10:17:16 AM	6.00	321	29	Quail Run	Emergent
8/22/2024	240822-SEA02043	6:03:45 PM	6:11:21 PM	7.10	463	29	Canyon Del Rey	Non-Emergent
8/23/2024	240823-SEA02051	6:48:23 PM	6:54:15 PM	5.78	554	29	Carlton	Non-Emergent
8/23/2024	240823-SEA02052	7:37:31 PM	7:44:18 PM	6.33	321	29	Portola	Emergent
8/24/2024	240824-SEA02055	4:01:12 PM	4:09:25 PM	5.40	554	29	Carlton	Non-Emergent
8/25/2024	240825-SEA02065	7:14:23 AM	7:23:22 AM	8.17	554	29	Carlton	Non-Emergent
8/25/2024	240825-SEA02066	9:33:01 AM	9:38:18 AM	5.28	622	29	Canyon Del Rey	Emergent
8/26/2024	240826-SEA02083	1:06:07 PM	1:12:04 PM	5.42	321	29	Canyon Del Rey	Emergent
8/26/2024	240826-SEA02085	2:47:20 PM	2:53:20 PM	5.30	311	29	Los Encinos	Emergent

Total Calls 15

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



# POLICE

## DEL REY OAKS

# City Council Report

## Aug 2024

### Chris Bourquin - Chief

Case #	Date	Offense Code 1	Offense Code Description	DRO	MPAD	OJ	Residential	Commercial
24-206	08/01/2024	374.3(H)(1) PC	Illegal Dumping	X				X
24-207	08/01/2024	484(A) PC	Theft	X			X	
24-208	08/01/2024	Surrendered Property			X			X
24-209	08/03/2024	Medical Emergency			X			X
24-210	08/03/2024	Information Only		X			X	
24-211	08/08/2024	ACPP	Accident		X			X
24-212	08/09/2024	484(A) PC	Theft	X				X
24-213	08/09/2024	484(A) PC	Theft	X				X
24-214	08/10/2024	ACN	Accident	X				X
24-215	08/10/2024	12500(A) VC	12500VC	X			X	
24-216	08/11/2024	459 PC	Burglary Arrest	X				X
24-217	08/11/2024	594(A)(1) PC	Vandalism	X			X	
24-218	08/13/2024	Lost Property			X			X
24-219	08/14/2024	484(A) PC	Theft	X				X
24-220	08/14/2024	ACN	Accident		X			X
24-221	08/14/2024	242 PC	Battery	X				X
24-222	08/14/2024	242 PC	Battery	X			X	
24-223	08/14/2024	Outside Warrant/M	Arrest			X		
24-224	08/15/2024	Information Only		X			X	
24-225	08/16/2024	Information Only			X			X
24-226	08/16/2024	530.5(A) PC	Credit Card Fraud	X				X
24-227	08/17/2024	Information Only		X			X	
24-228	08/17/2024	ACPP	Accident	X				X
24-229	08/17/2024	Civil	Civil		X			X
24-230	08/17/2024	ACN	Accident	X				X
24-231	08/17/2024	Found Property				X		
24-232	08/20/2024	Strike Violation	Strike violation		X			X
24-233	08/20/2024	Information Only		X				
24-234	08/21/2024	Information Only			X			
24-235	08/21/2024	273.5(F)(1) PC	Spousal Abuse/injuries	X				X
24-236	08/22/2024	Lost Property			X			X
24-237	08/22/2024	ACN	Accident	X				X
24-238	08/23/2024	647(F) PC	Disorderly conduct		X			X
24-239	08/24/2024	14601.1(A) VC	Driver's license suspended	X			X	
24-240	08/25/2024	ACN	Accident	X			X	
24-241	08/25/2024	Information Only		X			X	
24-242	08/26/2024	Lost Property			X			X
24-243	08/26/2024	Void						

24-244	08/26/2024	Strike Violation			X			X
24-245	08/26/2024	Strike Violation			X			X
24-246	08/27/2024	Strike Violation			X			X
24-247	08/27/2024	Civil			X			X
24-248	08/27/2024	Surrendered Property			X			X
24-249	08/28/2024	Information Only		X			X	
24-250	08/29/2024	240 PC	Battery		X			X
24-251	08/30/2024	20002(A)(1) VC	Hit and Run	X				X
24-252	08/30/2024	Information Only		X				X
24-253	08/30/2024	20002(A)(1) VC	Hit and Run	X				X
24-254	08/30/2024	ACPP	Accident	X				X
24-255	08/30/2024	Unlicensed driver		X				X
24-256	08/30/2024	Towed Vehicle		X				X
24-257	08/31/2024	ACPP	Accident	X			X	
52 Cases								

Calls for Service	
Month	YTD
314	2360

Case Reports	
Month	YTD
52	257

Alarms					
Residential		Commercial		MPAD	
Mo.	YTD	Mo.	YTD	Mo.	YTD
1	6	4	40	2	30

Citations					
Moving		Parking		Warning	
Mo.	YTD	Mo.	YTD	Mo.	YTD
20	81	70	307	11	153



# Group A Offense Report

Printed On: 09/03/2024

Beginning Date: 08/01/2024

Ending Date: 08/31/2024

Page 1 of 1

Item 3.

Agency: All

Offense	Reported in 2024	Reported in 2023	Percent Change	Offenses Cleared	Percent Cleared	Percent Of Category	Rate Per 100,000*
Murder	0	0	NA	0	0.00%	0.00%	NA
Negligent Manslaughter	0	0	NA	0	0.00%	0.00%	NA
Justifiable Homicide	0	0	NA	0	0.00%	0.00%	NA
Non-consensual Sex Offenses:							
Rape	0	0	NA	0	0.00%	0.00%	NA
Sodomy	0	0	NA	0	0.00%	0.00%	NA
Sexual Assault with Object	0	0	NA	0	0.00%	0.00%	NA
Fondling	0	0	NA	0	0.00%	0.00%	NA
Aggravated Assault	1	0	NA	1	100.00%	20.00%	NA
Simple Assault	4	0	NA	3	75.00%	80.00%	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>5</b>	<b>0</b>	<b>NA</b>	<b>4</b>	<b>80%</b>	<b>38.46%</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	4	4	0.00%	3	75.00%	66.67%	NA
Motor Vehicle Theft	0	0	NA	0	0.00%	0.00%	NA
Arson	0	0	NA	0	0.00%	0.00%	NA
Destruction Of Property	1	1	0.00%	0	0.00%	16.67%	NA
Counterfeiting/Forgery	0	0	NA	0	0.00%	0.00%	NA
Fraud Offense	1	1	0.00%	0	0.00%	16.67%	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	1	-100.00%	0	0.00%	0.00%	NA
<b>Crimes Against Property Total</b>	<b>6</b>	<b>8</b>	<b>-25%</b>	<b>3</b>	<b>50%</b>	<b>46.15%</b>	<b>NA</b>
Drug/Narcotic Violations	1	1	0.00%	1	100.00%	50.00%	NA
Drug Equipment Violations	1	1	0.00%	1	100.00%	50.00%	NA
Gambling Offenses	0	0	NA	0	0.00%	0.00%	NA
Pornography/Obscene Material	0	0	NA	0	0.00%	0.00%	NA
Prostitution	0	0	NA	0	0.00%	0.00%	NA
Weapons Law Violation	0	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>2</b>	<b>2</b>	<b>0%</b>	<b>2</b>	<b>100%</b>	<b>15.38%</b>	<b>NA</b>
<b>Total Group "A" Offenses</b>	<b>13</b>	<b>10</b>	<b>30%</b>	<b>9</b>	<b>69.23%</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: 09/03/2024

Beginning Date: 01/01/2024

Ending Date: 08/31/2024

Page 1 of 1

Item 3.

Agency: All

Offense	Reported in 2024	Reported in 2023	Percent Change	Offenses Cleared	Percent Cleared	Percent Of Category	Rate Per 100,000*
Murder	0	0	NA	0	0.00%	0.00%	NA
Negligent Manslaughter	0	0	NA	0	0.00%	0.00%	NA
Justifiable Homicide	0	0	NA	0	0.00%	0.00%	NA
Non-consensual Sex Offenses:							
Rape	0	1	-100.00%	0	0.00%	0.00%	NA
Sodomy	0	1	-100.00%	0	0.00%	0.00%	NA
Sexual Assault with Object	0	0	NA	0	0.00%	0.00%	NA
Fondling	0	0	NA	0	0.00%	0.00%	NA
Aggravated Assault	3	2	50.00%	3	100.00%	25.00%	NA
Simple Assault	6	4	50.00%	4	66.67%	50.00%	NA
Intimidation	3	5	-40.00%	3	100.00%	25.00%	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>12</b>	<b>13</b>	<b>-7.69%</b>	<b>10</b>	<b>83.33%</b>	<b>16%</b>	<b>NA</b>
Robbery	0	0	NA	0	0.00%	0.00%	NA
Burglary/Breaking & Entering	2	4	-50.00%	0	0.00%	4.26%	NA
Larceny/Theft Offenses	22	31	-29.03%	9	40.91%	46.81%	NA
Motor Vehicle Theft	1	1	0.00%	0	0.00%	2.13%	NA
Arson	1	0	NA	1	100.00%	2.13%	NA
Destruction Of Property	10	8	25.00%	4	40.00%	21.28%	NA
Counterfeiting/Forgery	1	0	NA	0	0.00%	2.13%	NA
Fraud Offense	8	9	-11.11%	2	25.00%	17.02%	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	2	2	0.00%	1	50.00%	4.26%	NA
<b>Crimes Against Property Total</b>	<b>47</b>	<b>55</b>	<b>-14.55%</b>	<b>17</b>	<b>36.17%</b>	<b>62.67%</b>	<b>NA</b>
Drug/Narcotic Violations	7	5	40.00%	6	85.71%	43.75%	NA
Drug Equipment Violations	4	4	0.00%	4	100.00%	25.00%	NA
Gambling Offenses	0	0	NA	0	0.00%	0.00%	NA
Pornography/Obscene Material	1	1	0.00%	0	0.00%	6.25%	NA
Prostitution	0	0	NA	0	0.00%	0.00%	NA
Weapons Law Violation	4	1	300.00%	1	25.00%	25.00%	NA
Animal Cruelty	0	1	-100.00%	0	0.00%	0.00%	NA
<b>Crimes Against Society Total</b>	<b>16</b>	<b>12</b>	<b>33.33%</b>	<b>11</b>	<b>68.75%</b>	<b>21.33%</b>	<b>NA</b>
<b>Total Group "A" Offenses</b>	<b>75</b>	<b>80</b>	<b>-6.25%</b>	<b>38</b>	<b>50.67%</b>	<b>100%</b>	<b>NA</b>

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



## Staff Report

**DATE:** September 24, 2024

**TO:** Honorable Mayor and Council Members

**FROM:** John Guertin, City Manager

**SUBJECT:** Approve Resolution No. 2024-17 Ratifying City Manager Action to Execute Agreements with Monterey Peninsula Engineering for Road and Drainage Work on Rosita Rd.

**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

Approval of Resolution No. 2024-17 ratifying City Manager action to execute agreements with Monterey Peninsula Engineering (MPE) for repair work on Rosita Rd. in coordination with repair work conducted by CalAm.

### Discussion

Last winter, California American Water (CalAm) experienced a significant water main break on Rosita Road, which necessitated emergency repair work. This incident involved the cutting into and replacement of sections of the road, as well as parts of the curb and gutter. Given the scope of the repair work and the disruption to the roadway, the City Manager identified an opportunity to address other related infrastructure needs in the vicinity.

In order to take advantage of the timing, resource allocation, and economies of scale, the City Manager authorized additional City work beyond the immediate water main repairs. This included repairs to adjacent sections of Rosita Road, storm drains, the curb and gutter, and the French drain system running along the roadway. By combining these tasks into one coordinated project, the City was able to minimize future disruption to residents and achieve cost savings by utilizing the same contractors and equipment already mobilized for the emergency repairs.

This strategic approach also allowed the City to address several infrastructure deficiencies that would have otherwise required separate future interventions. The consolidation of efforts under a single project minimized the long-term impact on traffic, ensured a more efficient use of city resources, and ultimately enhanced the overall quality of Rosita Road and its surrounding infrastructure.

The decision to undertake these additional repairs aligns with the City’s commitment to proactive infrastructure management and cost-effective service delivery.

### Fiscal Impacts

The total cost of this work is \$85,000. The FY 2024-25 Capital Improvement Project adopted budget includes \$150,000 for this project. The remaining balance will be utilized for additional

drainage and road work in this intersection in conjunction with the emergency repairs planned for the creek side of Rosita. That project is currently out to bid.

**ATTACHMENTS:**

- Resolution 2024-17
- MPE Agreements

Respectfully submitted,

---

John Guertin  
City Manager

**RESOLUTION NO. 2024-17**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS,  
CALIFORNIA RATIFYING CITY MANAGER ACTION TO EXECUTE  
AGREEMENTS WITH MONTEREY PENINSULA ENGINEERING FOR ROAD AND  
DRAINAGE WORK ON ROSITA ROAD**

-o0o-

**WHEREAS**, last winter, California American Water (CalAm) experienced a significant water main break on Rosita Road, which necessitated emergency repair work; and

**WHEREAS**, this incident involved the cutting into and replacement of sections of the road, as well as parts of the curb and gutter.; and

**WHEREAS**, in order to take advantage of the timing, resource allocation, and economies of scale, the City Manager authorized agreements with Monterey Peninsula Engineering (MPE) for additional City work beyond the immediate water main repairs, including repairs to adjacent sections of Rosita Road, storm drains, the curb and gutter, and the French drain system running along the roadway.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Del Rey Oaks does ratify the City Manager’s actions approving the attached agreements with MPE for road and drainage work on Rosita Road.

**PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF DEL REY OAKS**  
this 24<sup>TH</sup> day of September, 2024, by the following vote:

**AYES: COUNCIL MEMBERS:**  
**NOES: COUNCIL MEMBERS:**  
**ABSENT: COUNCIL MEMBERS:**

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

ATTEST:

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



# MONTEREY PENINSULA ENGINEERING

CONTRACTORS & ENGINEERS  
P.O. BOX 2317  
MONTEREY, CA 93942  
(831) 384-4081

August 20, 2024

City of Del Rey Oaks  
650 Canyon del Rey Blvd.  
Del Rey Oaks, Ca. 93940

**Re: Roadway Improvements at Rosita and Angelus Way – French Drain**

We propose to provide labor, equipment & materials to add 185 feet of French drain to the site and infrastructure improvements for the above-referenced project.

**French Drain**  
Excavate 18" x 18" x 185 LF  
Install 4" Perforated PVC Pipe & 1 Cleanout  
Backfill with Class 2 Permeable

**For the total amount of: \$15,500.00**

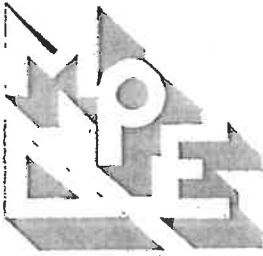
**We Specifically Exclude:**

All bonds, permits, fees, as-builts, engineering and construction staking  
Compaction testing  
Handling of unsuitable subgrade materials for whatever reason  
Proposal based on one move in

If you have any questions or other concerns please contact me at any of the above listed numbers.

Accepted by: 

Dated: 8-27-24



# MONTEREY PENINSULA ENGINEERING

CONTRACTORS & ENGINEERS  
P.O. BOX 2317  
MONTEREY, CA 93942  
(831) 384-4081

May 10, 2024

City of Del Rey Oaks  
650 Canyon del Rey Blvd.  
Del Rey Oaks, Ca. 93940

## Re: Roadway Improvements at Rosita and Angelus Way

We propose to provide labor, equipment & materials to complete the site and infrastructure improvements for the above-referenced project.

### Del Rey Oaks Share of Roadway Improvements

Our proposal to include the following items of work only:

- Remove existing rolled curb and prep subgrade for new curb & gutter - 185 lf
- Remove one existing inlet and reset larger inlet frame and grate
- Form, place and finish stand curb & gutter -185 lf
- Remove existing AC to center line & prep subgrade for AC paving
- Furnish place and compact base rock for 4" AC paving section
- Furnish, place and compact 4" of AC paving -2,500 sf
- Install gabion rock at back of inlet - 12 tn
- Install thermo stop & stop bar

**For the total amount of: \$69,500.00**

### We Specifically Exclude:

- All bonds, permits, fees, as-builts, engineering and construction staking
- Compaction testing
- Handling of unsuitable subgrade materials for whatever reason
- Proposal based on one move in

If you have any questions or other concerns please contact me at any of the above listed numbers

Accepted by: \_\_\_\_\_

Dated: \_\_\_\_\_

8-27-24



## Staff Report

**DATE:** September 24, 2024

**TO:** Honorable Mayor and Council Members

**FROM:** John Guertin, City Manager

**SUBJECT:** Approve Resolution No. 2024-18 Authorizing the City Manager to Execute a Memorandum of Understanding with the County of Monterey for Tobacco Retail Licensing and Administration and Enforcement Service

**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

Approval of Resolution No. 2024-18 authorizing the City Manager to execute a memorandum of understanding with the County of Monterey for tobacco retail licensing and administration and enforcement service.

### Discussion

On January 23, 2024, the City Council enacted DROMC 5.28, Tobacco Retailer License (TRL), which in turn refers to existing Monterey County Code Chapter 7.80 entitled Tobacco Retailer License. Enacting Chapter 5.28 was step 1 to implement the TRL program.

Further administrative steps are needed to implement the program, including execution of the proposed MOU between the City of Del Rey Oaks and County of Monterey.

Fees associated with the TRL program will be included in the forthcoming Master Fee schedule update.

### Fiscal Impacts

None.

### ATTACHMENTS:

- Resolution 2024-18
- TRL MOU Between the City of Del Rey Oaks and County of Monterey

Respectfully submitted,

---

John Guertin  
City Manager

**RESOLUTION NO. 2024-18**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS  
AUTHORIZING THE CITY MANAGER TO EXECUTE A MEMORANDUM OF  
UNDERSTANDING WITH THE COUNTY OF MONTEREY FOR TOBACCO RETAIL  
LICENSE ADMINISTRATIVE AND ENFORCEMENT SERVICES**

-o0o-

**FINDINGS**

**WHEREAS**, upon the request of the County of Monterey (County), the City adopted Ordinance No. 316 on January 23, 2024 to add Tobacco Retail Licensing requirements to the City’s Code; and,

**WHEREAS**, the administration and enforcement of the Tobacco Retail Licensing Ordinance is under the purview of the County, and the City and the County wish to execute a Memorandum of Understanding regarding this relationship as it pertains to Tobacco Retail Licensing.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DEL REY OAKS:**

- 1. The City Council determines that each of the Findings set forth above is true and correct, and by this reference incorporates those Findings as an integral part of this Resolution.
- 2. The Council authorizes the City Manager to execute a Memorandum of Understanding with the County for Tobacco Retail License Administrative and Enforcement Services.
- 3. The Memorandum of Understanding is hereby approved as attached to this Resolution, which by this reference are incorporated as set forth in its entirety.
- 4. This Resolution shall become effective immediately following passage and adoption thereof.

**PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF DEL REY OAKS this 24<sup>TH</sup> day of September, 2024, by the following vote:**

AYES:

{AJL-00806679;1}

NOES:

ABSENT:

---

Scott Donaldson, Mayor

ATTEST:

---

Karen Minami, City Clerk

**AGREEMENT BETWEEN  
CITY OF DEL REY OAKS AND COUNTY OF MONTEREY  
FOR TOBACCO RETAIL LICENSE ADMINISTRATIVE AND ENFORCEMENT  
SERVICES**

THIS AGREEMENT (“Agreement”) is made and entered into this \_\_\_\_\_ (“Effective Date”), by and between the City of Del Rey Oaks, a municipal corporation of the State of California (“City”), and the County of Monterey, a political subdivision of the State of California (“County”).

**RECITALS**

WHEREAS, the City, by Ordinance No. 316 (“Ordinance”), adopted a tobacco retail license program; and

WHEREAS, the City enacted the Ordinance in order to encourage responsible tobacco retailing and to discourage violations of tobacco-related laws, particularly those which prohibit or discourage the sale or distribution of tobacco products to minors; and

WHEREAS, the County agrees to assist the City in enforcing the Ordinance by providing such administrative and enforcement services as are specified under the Ordinance, on the terms and condition specified in this Agreement; and

WHEREAS, any costs borne by the County to administer and enforce the Ordinance within the City limits shall be recovered by the fees approved by the County and received by the County from tobacco retailers within the City, pursuant to the Ordinance.

**AGREEMENT**

**NOW, THEREFORE,** the City and County agree as follows:

**Section 1. Incorporation of Recitals.**

The above recitals, including the paragraph preceding the recitals, are hereby incorporated into this Agreement as if set forth herein in full.

**Section 2. Responsibilities under the Agreement.**

a. County Responsibilities. County shall do the following:

1. Subject to the terms of this Agreement, and provided that the terms of Section 2(b) below have been satisfied, the County shall provide all of the administrative and enforcement services specified under the Ordinance, including but not limited to: receiving, reviewing, and processing tobacco retail applications and the information contained therein; issuing licenses; administering the licensing program, retailer education, retailer inspection and compliance checks; documenting violations; issuing and collecting penalties; and hearing any appeals (“Services”).
2. Meet with the appropriate City personnel as reasonably requested by City from time to time, , at a time and location to be chosen convenient for both parties, to

assess the status of this Agreement and the Services, and to discuss any modifications thereto.

3. Communicate from time to time with the City, as needed or requested, regarding the administrative and enforcement services provided by the County under this Agreement.

b. City Responsibilities. City shall do the following:

1. Provide information regarding the Ordinance to any business applying for a business license under the Ordinance.
2. Communicate from time to time, as needed, with Tobacco Retailers (as that term is defined in the Ordinance) regarding the Ordinance.
3. Not interfere with, or in any way hinder, County's, or any of County's employees, officers, agents, or designated representatives in the performance of their duties pursuant to this Agreement.
4. Assist the County so far as reasonably appropriate in carrying out the terms of this Agreement.
5. Communicate with reasonable notice, as needed or requested, regarding any proposed action by the City to amend, modify, or repeal the Ordinance.
6. Meet with the appropriate County personnel as reasonably requested by the County from time to time, at the time and location chosen convenient for both parties, to assess the status of this Agreement and the Services, and to discuss any modifications thereto.

c. County and City Responsibilities.

1. The responsibilities listed hereunder shall not be construed so as to preclude existing or future County or City rights and responsibilities.

**Section 3. Compensation and Fees.**

The parties agree that the City will not compensate the County for providing the Services specified herein. The County's shall be entirely covered through the fees it will collect from Retailers pursuant to the Ordinance, including fees charged to obtain or renew a License (as that term is defined in the Ordinance). Such fees shall be established by the County, and collected by the County, and the City shall make no claim to any portion of such fees during the term of this Agreement.

**Section 4. Term.**

This Agreement shall commence on the Effective Date and shall remain in effect so long as not terminated by either party pursuant to Section 7.

**Section 5. Mutual Indemnification.**

a. County shall indemnify, defend, and hold harmless the City, its officers, agents and employees from any claim, liability, loss, injury, or damage arising out of, or in connection with, performance of this Agreement by County and/or its agents, employees, or County's sub-contractors, excepting only loss, injury or damage caused by the sole negligence or willful misconduct of personnel employed by the City. The County shall reimburse the City for all costs, attorneys' fees, expenses, and liabilities incurred with respect to any litigation in which the County is obligated to indemnify, defend, and hold harmless the City under this Agreement.

b. City shall indemnify, defend, and hold harmless the County, its officers, agents and employees from any claim, liability, loss, injury, or damage arising out of, or in connection with, performance of this Agreement by City and/or its agents, employees, or City's sub-contractors, excepting only loss, injury or damage caused by the sole negligence or willful misconduct of personnel employed by the County. The City shall reimburse the County for all costs, attorneys' fees, expenses, and liabilities incurred with respect to any litigation in which the City is obligated to indemnify, defend, and hold harmless the County under this Agreement.

**Section 6. Insurance.**

Each party recognizes and accepts the other party is self-insured. Either party may purchase commercial insurance to cover its exposure hereunder, in whole or in part.

**Section 7. Termination.**

This Agreement may be terminated by either party for the following reasons:

- a. Upon the termination of the Ordinance or the County's Tobacco Retail License Ordinance, or a substantial change in either one; or
- b. For any reason by either party at any time during the term of this Agreement, provided that written notice is given pursuant to Section 11 at least six (6) months prior to the effective date of termination.

**Section 8. Conflict between Agreement and Ordinance.**

Any conflict between the terms of this Agreement and the Ordinance shall be resolved in favor of the Ordinance.

**Section 9. Applicable Laws/Venue.**

In the performance of the Services required by this Agreement, both parties shall comply with all applicable Federal, State, County and City statutes, ordinances, regulations, directives, and laws. The interpretation and performance of this Agreement shall be governed by the laws of the State of California. Any action or proceeding arising out of this Agreement shall be filed in the Superior Court of the County of Monterey.

**Section 10. Ownership of Documents.**

All reports, data, and other documents prepared by the County pursuant to this Agreement (“Reports and Other Documents”) are the property of the County. In accordance with statutes specifically exempting from disclosure certain records, the County shall have the unrestricted authority to publish, disclose, distribute, and otherwise use in whole or in part, any Reports and Other Documents prepared by the County pursuant to this Agreement. Upon termination of this Agreement, the County shall transfer copies of such Reports and Other Documents necessary for the City, should it so choose, to provide the County Responsibilities enumerated in Section 2(a).

**Section 11. Notice.**

All notices, consents, demands, and other communications from one party to the other given pursuant to the terms of this Agreement or under the laws of the State of California, shall be deemed to have been delivered when deposited in the United States mail, certified or registered, postage prepaid, addressed to City or County at the respective addresses specified below or to such other place as City or County may from time to time designate in a written notice to the other:

Attn: John Guertin, City Manager  
City of Del Rey Oaks  
City Hall  
650 Canyon Del Rey Boulevard  
Del Rey Oaks, CA 93940

---

Attn: Director of Health Services  
County of Monterey: County of Monterey  
Health Department  
Public Health Bureau  
1270 Natividad Road  
Salinas, CA 93906

Nothing herein shall prevent service of notice by other reliable means, except to the extent required by law, including but not limited to personal service, Express Mail, or other forms of reliable mail service other than the U.S. Postal Service.

**Section 12. Complete Agreement.**

There are no oral agreements between City and County affecting this Agreement, and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements, and understandings, if any, between City and County with respect to the subject matter of this Agreement. There are no representations between City and County other than those contained in this Agreement, and all reliance with respect to any representation is based solely upon the terms of this Agreement.

**Section 13. Amendment.**

This Agreement may be amended by the City and County only by a written agreement signed by both parties.

**Section 14. Assignment.**

Neither the City nor the County shall assign its rights or obligations hereunder.

**Section 15. Severability.**

If any provisions of this Agreement shall be determined to be illegal or unenforceable, such determination shall not affect any other provision of this Agreement, and all such other provisions shall remain in full force and effect. In the event the entire Agreement is unenforceable, then this Agreement shall immediately terminate.

**Section 16. Attorney's Fees.**

In the event that any legal action or proceeding is commenced to enforce or interpret the provisions of this Agreement or any rights arising out of this Agreement, each party in such legal action shall bear its own attorneys' fees, including expert fees and the costs of enforcing any judgment.

**Section 17. Non-liability of Officials, Employees and Agents.**

No governing board member, official, employee, agent, or volunteer of either party shall be personally liable for any damages related to any default or breach by the other party, or for any obligations under the terms of this Agreement. Nothing in this Agreement shall create, or be construed to create, the relationship of employer and employee between the County and the City, or as principal and agent; nor shall County's governing board members, officials, employees, agents, or volunteers be considered or construed to be the employees of the City for any purpose whatsoever; nor shall the City's governing board members, officials, employees, agents, or volunteers be considered or construed to be the employees of the County for any purpose whatsoever.

**Section 18. Counterparts.**

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument. In addition, this Agreement may contain more than one counterpart of the signature page and may be executed by the affixing of the signatures of each of the parties to any one of such counterpart signature pages; and all of such counterpart signature pages shall read as though one, and they shall have the same force and effect as though all of the signers had signed a single signature page.

**Section 19. Authorization to Execute Agreements.**

The County warrants that the execution of this Agreement been approved and authorized by County, and that the person who executes this Agreement has been authorized to perform said act. The City warrants that the execution of this Agreement been approved and authorized by City, and that the person who executes this Agreement has been authorized to perform said act.

DRAFT

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement to be effective on

COUNTY OF MONTEREY By: \_\_\_\_\_

Chair, Board of Supervisors

Date: \_\_\_\_\_

APPROVED AS TO FORM:  
OFFICE OF THE COUNTY COUNSEL  
SUSAN K. BLITCH  
COUNTY COUNSEL

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

Office of County Counsel

APPROVED AS TO FINANCIAL TERMS:  
AUDITOR-CONTROLLER

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

Chief Deputy

APPROVED:  
ELSA MENDOZA JIMENEZ  
DIRECTOR OF HEALTH  
COUNTY HEALTH DEPARTMENT

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

Director

APPROVED:

CITY OF DEL REY OAKS

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

City Manager

## Kim Shirley's Council Report for Tuesday, September 24, 2024

**Monday, August 26th- Monterey 1 Water Board Mtg-** As the alternate for Council Member Bill Ragsdale-Cronin, I attended the monthly M1W board meeting. We discussed three main items. The first was an audit on the water recycling expense agreement between M1W and the Monterey County Water Resources Agency in relation to the operation and maintenance of the Salinas Valley Reclamation Project (SVRP), the Castroville Seawater Intrusion Project (CSIP), and the Salinas River Diversion Facility (SRDF). In summary, there were a total of 7 findings, 4 of which warrant some changes, such as creating consistency between timekeeping and asset management software platforms (all for time records), figuring out the most appropriate formula for calculating costs, and making sure monthly reporting is being done. In the end, it sounds like M1W staff and the county staff are working well together to find solutions that make both happy and reflect the needed changes from the audit.

The second item was approving the revised interruptible source water rates, fixed costs, and revised rates for backwash water. These new rate changes were all based on calculated actual costs versus the previously used "estimates." These were unanimously approved.

Lastly, we voted to approve a raise for the General Manager which would bring him within 5% of the market median rate for comparable jobs within the industry. His salary, including the added COLA that everyone else received will be \$356,760/yr. His title is also changing to "Executive Officer/General Manager."

**Tuesday, August 27th- City Council Meeting-** This was a meeting filled with positive presentations and almost no business. It was called to order by our "Honorary Mayor" of the night, young Mateo Rodriguez. With three gentle wacks of the gavel, we began our meeting, he called for roll, and then led us in the Pledge of Allegiance. Well done, Mateo! It's great to see young people interested in local government. Next we honored a local Eagle Scout, Jamison Jones who created a couple new kiosks and a park bench for the city. Thank you, Jamison! Finally, we had a presentation by Central Coast Community Energy, which was very informative. At a lower cost than PG&E, they provide mostly renewable energy while also providing lots of various rebates to their customers for electrifying either their rides or their homes. Besides rebates for EV purchases, they also provide rebates for putting in a charger, changing out appliances, panel upgrades, and electrifying ADU's. Their latest push is big rebates for battery purchases. You don't even need to have solar! Sounds like the application process is fairly easy for these rebates, too. Just visit [3cenergy.org](http://3cenergy.org) for all the details. After that, we passed the consent agenda, listened to some city manager updates, and then we were done for the evening.

**Wednesday, Sept. 4th- ReGen Monterey Finance Committee Meeting-** Besides the usual approving of the minutes, we mainly had four items that we discussed during today's meeting. The first was a review of the edited version of the White Paper along with a draft summary (the "Reader's Digest" version). I was impressed that staff took the feedback from the board when we approved the document in July and so quickly produced these two versions. Although we approved the "final version" in July there were some grammatical issues that needed to be addressed along with tightening of the language. We also talked about how the public probably wasn't going to read the document, but a shortened, more friendly version would be perfect, and that's exactly what they produced! This will come before the full board this month, but I think these will be two documents that we'll be proud to link to our website.

The second item was reviewing our new compost operations agreement with Keith Day Company. ReGen Monterey will be taking over the permit process for composting (currently held by Keith Day) and in exchange, we will be giving him a longer lease (15 years with two 5 year extensions). He's been an excellent partner for several years and so this arrangement is a win-win for both our agency and his company.

The third item was reviewing the edits to our Reserve Policies and also introducing two new reserve policies—a landfill closure and a post-closure reserve fund. I'm so thankful the staff worked on this as this is something we really should have been planning for long ago. Granted, I realize it's hard to think 125 years out and put money away now to be used for closing the landfill and then maintaining that closure for another 30 years, but I know that our grandkids and their kids will thank us. At this time, it's a fairly loose policy in that we could dip into it if we absolutely needed, but the idea is to put away \$400,000 for closure and \$120,000 for post-closure every year (per the Board's discretion). Ultimately we'll need at least \$60 million for closure and \$20 million for post-closure so this is just a drop in the bucket but will make a big difference when it grows and becomes available for the next generations.

Lastly, we declared one flatbed truck for scrap and discussed the purchase of an excavator and loader which will be on our consent agenda for this month's board meeting.

**Thursday, Sept. 5th- Monterey County Homeless Census 2024 Meeting-** I joined the zoom call for electeds and other city staff to review the homeless census data that was captured at the beginning of this year. The presentation was given by The Coalition of Homeless Services Providers who are the go-to people in the County in terms of knowledge and outreach.

Here are some of the stats they shared:

- The Point in Time homeless count in Monterey County was 2,436 which is a 19% increase from the previous count in 2022 (counts are done every 2 years).
- Of those 2,436 people, 23% were sheltered and 77% were unsheltered.

- Veteran and youth homelessness were slightly down, while family homelessness was up
- 78% have been homeless for more than 1 year.
- The majority of the contributing factors is a lack of finances and affordable housing.
- Many of the people surveyed are suffering from various mental and physical illnesses.
- Here are the homeless counts for DRO:
  - 2024 = 14
  - 2022 = 2
  - 2019 = 0
  - 2017 = 111
  - 2015 = 55
- Some of the reasons they felt we saw an overall increase in the count include:
  - Reduction of resources (federal/state funding)
  - Eviction moratoriums lapsed
  - Lack of affordable housing
  - It was calculated that for someone to be able to rent a home in Monterey County, they would need to make \$55.37/hr to meet the livable wage.

This meeting was purely informational, but it's a good reminder that we all need to play a part in addressing this humanitarian issue.

### **Monday, Sept. 9th- Monterey-Salinas Transit Administrative Performance**

**Committee-** In this meeting we learned that MST continues to see an increase in its ridership in all areas (fixed route, Rides, and taxis). Overall, we've had a 24% increase over last year. I was happy to hear that MST is also looking to see if we can create a route to Rancho Cielo as that school has grown to a few hundred students who don't have a lot of personal transportation options.

Next we received the usual updates from our State and Federal lobbyists. For the State update, there are a few transportation bills that are on the Governor's desk to sign, including one that has CalTrans incorporate more "complete streets" in their planning (those are roads that are meant to accommodate all types of travel-bike, pedestrian, mass transit, etc). In the Federal update, it was emphasized that congress is trying to prevent a shutdown before Oct. 1st and that the House is seeking spending reductions overall, which includes transportation funding, so they're looking out for that as some of our local projects (King City Hydrogen facility) are depending on those funds. Lastly, we received a brief update on the unaudited FY 2024 year-end financial report. Overall, MST has a surplus (less than last year, but still a surplus) and they're doing a good job of keeping the money in accounts that give us a good return.

**Monday, Sept. 9th- Monterey-Salinas Transit Board Meeting-** Please see the MST Board Highlights in our agenda packet.

**Thursday, Sept. 12th- California Coastal Commission, Monterey Conference Center-**

After having postponed the hearing in August for the Coastal Development Permit (CDP) for the MST SURF! Busway, we were happy that the Coastal Commission's meeting was taking place in Monterey for this long-awaited agenda item. In addition to writing a letter of support for approval of the CDP the previous week, I also wrote up comments and headed to the conference center to spend the day advocating for this important project. For me, I see this project as a way to more efficiently and reliably help people who need public transportation from lower resource areas (Marina and Salinas) to get to the higher resource areas (Monterey, PG, Carmel). With the use of zero-emissions buses, this busway helps to address climate change and establishes the current rail corridor for mass transit, which will help in the future when we're ready to put in commuter trains (which many people are in favor of). When I spoke, I gave my comments from the perspective of someone who teaches at a Hispanic Serving Institution which serves many of these students who rely on this transportation (all MPC students get to ride the bus for free). And although it's being built in a sensitive dune habitat, I was supportive of it being moved to the most disturbed area of the dunes (the old railway). I also know that this approval comes with mitigation and protection of more dune habitat. Overall, 7 out of 8 commissioners agreed and MST joyously received the CDP.

**Friday, Sept. 13th- M1W Budget/Personnel Committee Meeting-**

With Council Member Bill Ragsdale-Cronin's passing this past month on August 28th, his committee assignments have gone to me as his alternate on M1Water. The items we covered in this meeting were very straightforward with little discussion from the Directors. First, we recommended the approval of an additional full-time accountant/payroll position. They have been short-staffed and have a greater need for additional accounting tasks, so this ask was warranted. The next two items were recommending the adoption of resolutions that deal with the conflict-of-interest code and designated employees who need to report their financial holdings, as well as a resolution dealing with records retention. Lastly, we recommended approval for purchasing various networking hardware parts that will protect our network. The cost was already incorporated into this year's budget. Lastly, I thanked everyone for including me, although I shared that I was sad it was under these circumstances. We closed with a minute of silence for our friend, Council Member Bill.

## **Council Report from Vice Mayor John Uy September 24, 2024**

### **I. Council Report: Regular Meeting of the DRO City Council on August 27, 2024**

It's my privilege to update you on the latest from our regular City Council meeting held on August 24, 2024. As always, our discussions and decisions are guided by a commitment to the well-being, safety, and future prosperity of our cherished city. Your input and involvement are the heart of our efforts, and it's an honor to serve as your Vice Mayor. Here's a full recap of what transpired during this productive meeting:

#### **Honoring Our Community Heroes**

We had the great honor of recognizing Jamison Jones, a remarkable young man who completed his Eagle Scout Service Project. Jamison's hard work resulted in the construction of a park bench and two new community information kiosks, which will serve as vital additions to our public spaces. His project, supported by volunteers, family members, and local businesses, embodies the spirit of community service that makes Del Rey Oaks such a special place to live. Thank you, Jamison, for your leadership and dedication—your efforts will leave a lasting legacy for future generations.

#### **Investing in Our Energy Future**

Sustainability and innovation were front and center as we heard from Central Coast Community Energy (3CE). They provided a detailed overview of how 3CE is reducing emissions and supporting the transition to renewable energy in our region. Exciting projects like solar energy storage and geothermal energy development are well underway, marking our region's leadership in environmental responsibility. These clean energy projects not only help us meet state energy goals but also ensure that our energy costs remain stable and affordable. It's uplifting to know that Del Rey Oaks is part of the movement to protect our environment for future generations while keeping the lights on for all our residents.

#### **Strengthening Our Resilience with Disaster Relief Funding**

In response to recent storm-related damage at City Hall, the Council approved Resolution 2024-15, making Del Rey Oaks eligible to receive federal disaster relief funds. This measure ensures that we are prepared to respond quickly to natural disasters and repair vital city infrastructure without burdening local taxpayers. Securing this funding is a proactive step toward safeguarding our city's future.

In addition, we authorized the purchase of pollution and legal liability insurance for our former Fort Ord properties. With this coverage in place, we're not only protecting our community from

potential environmental risks but also positioning ourselves to manage any legal challenges that might arise from this historic site. This is just one more way we are working to secure a bright, sustainable future for Del Rey Oaks.

### **Maintaining Fiscal Responsibility**

We reviewed the city's financials for the past fiscal year, and I'm pleased to report that our financial standing remains robust. Our revenue has exceeded projections by 5%, with thoughtful management of expenditures resulting in a budget surplus. This careful stewardship allows us to continue investing in key projects and services while maintaining a balanced budget.

Some highlights from our financial review include:

- Property tax revenues increased by 7%, largely due to growth in the housing market.
- Sales tax collections reached 93% of our target, helping fund essential services like public safety and road maintenance.
- Licenses and permits have brought in 59% more revenue than expected, reflecting increased construction and business activities in our community.

Rest assured, we will continue to manage the city's resources prudently, focusing on long-term financial sustainability and responsible growth.

### **Looking Ahead: Upcoming Community Projects**

While no new business was introduced during this meeting, exciting projects are on the horizon. We are gearing up for several capital improvement projects, funded by grants, that will enhance our infrastructure and improve the quality of life for all residents. Additionally, work is set to begin soon on the development of the former Fort Ord property, with opportunities for community input in the coming months. We want to ensure that this development reflects the values and needs of our residents, so please stay tuned for public engagement opportunities.

I want to personally thank each and every one of you for your continued support and trust. The strength of our city lies in our unity and our shared commitment to building a welcoming, resilient, and forward-looking community. Let's continue to work together, supporting one another, and making Del Rey Oaks a place we're all proud to call home.

## **II. Council Report: Regular Meeting of the Seaside County Sanitation District (SCSD) Board of Directors last September 10, 2024**



I'm delighted to share with you the latest updates from our Seaside County Sanitation District Board Meeting, which took place on September 10, 2024. As your Vice Mayor and First Vice Chair of the Sanitation District Board, it's important to me that you are kept informed about the decisions and developments that impact our community. This meeting was both productive and forward-looking, reflecting our ongoing commitment to maintaining a safe, sustainable, and well-functioning infrastructure. Here are the key highlights:

### **Investing in Our Infrastructure**

We discussed several important projects that will directly improve our local infrastructure in the district:

#### *Lincoln Cunningham Park Sewer Line Repairs*

We adopted a resolution to approve plans and specifications for the repair of a sewer line within the Lincoln Cunningham Park Phase 1 - Arterial Trail Project. This project, in collaboration with the City of Seaside, will not only enhance the park but also ensure that our sewer system remains strong and reliable. I'm particularly excited about this, as it brings together both environmental and recreational benefits for the community. A reimbursement agreement was also approved, ensuring that costs are shared responsibly between the Seaside County Sanitation District and the City of Seaside.

#### *2023 Pavement Rehabilitation Project Sewer Main Repairs*

Another critical item was the approval of plans to repair a sewer main as part of the 2023 Pavement Rehabilitation Project. This initiative will allow us to improve our roadways while addressing the underlying sewer infrastructure. Ensuring our sewer mains are up to date as part of broader street projects is essential to preventing future issues and minimizing disruptions to our community.

#### *Broadway Avenue Sewer Main Repairs*

We also approved a contract with Monterey Peninsula Engineering for the repair of a sewer main on Broadway Avenue near Terrace Street. This essential repair, at a cost not to exceed \$44,000, will address a known issue in that area, preventing potential leaks and ensuring the integrity of the system. I want to personally thank Monterey Peninsula Engineering for their continued partnership and professionalism in helping us maintain and improve our infrastructure.

**Operational Transparency**

We also received the Seaside County Sanitation District Operations Report for the months of May, June, July, and August. These reports give us a detailed look at how our sanitation systems have been performing and highlight areas where we’ve made improvements. I’m happy to report that, thanks to the hard work of our district staff, we’re maintaining a high level of service and responsiveness to any issues that arise.

**Why This Matters to You**

These projects are about more than just maintaining our sewer system—they’re about safeguarding the well-being of our community. Reliable sanitation services mean a cleaner environment, fewer disruptions to your daily life, and a stronger foundation for future growth. The improvements we’ve approved at this meeting will benefit not only us today but also future generations.

As we move forward, I want to assure you that we’re committed to being proactive in addressing any infrastructure needs. Our next regular meeting will be held on October 8, 2024, at 9:30 AM, and I encourage any of you who are interested in learning more or sharing your thoughts to join us.

**III. Council Report: AMBAG Board of Directors Meeting – September 11, 2024**

It is my great privilege to serve as your representative on the AMBAG (Association of Monterey Bay Area Governments) Board. I am excited to share important updates from our recent meeting on September 11, 2024. These discussions impact Del Rey Oaks and our neighboring communities, shaping our region’s future in sustainability, transportation, and equity.



**1. Regional Energy Network (REN) Update**

A key focus of the meeting was the progress of the Regional Energy Network (REN), which aims to provide energy efficiency programs specifically for rural and hard-to-reach communities. AMBAG is working to implement the Rural Regional Energy Network (RuralREN), a groundbreaking initiative that helps smaller municipalities access much-needed funding for energy-saving programs. By 2025, Monterey Bay communities will benefit from this network through enhanced support for renewable energy projects, energy-efficient building upgrades, and resources to lower utility costs.

This initiative will significantly reduce our community's carbon footprint, increase energy independence, and help residents save on their energy bills. I am excited about the potential of RuralREN to make Del Rey Oaks a leader in sustainable living while promoting environmental justice across our region.

## **2. Title VI Program**

AMBAG also adopted the 2024 Title VI Program, which ensures that all communities, regardless of race, color, or national origin, have equal access to transportation services and programs in the Monterey Bay region. This program is crucial in promoting equity and preventing discrimination, especially in historically underserved areas.

For Del Rey Oaks, this means that we will continue to see programs that prioritize fairness and inclusivity. From public transportation to infrastructure projects, AMBAG remains committed to ensuring that every resident benefits equally from regional investments, which is something I will continue to advocate for.

## **3. Monterey Bay Metropolitan Transportation Improvement Program (MTIP)**

The Board also approved the Monterey Bay Metropolitan Transportation Improvement Program (MTIP) for fiscal years 2024-25 to 2027-28. This is a comprehensive plan to address transportation needs across our region. It includes investments in road safety, public transit, and pedestrian and bicycle infrastructure. For Del Rey Oaks, this means better connectivity, safer roads, and enhanced access to transportation options that meet the needs of all our residents.

One of the key highlights of the MTIP is the focus on sustainability and resilience. The program supports projects that will improve not just transportation but also environmental quality, making our region more adaptable to future challenges like climate change. I am proud to represent a city that is part of this forward-thinking initiative.

In conclusion, it is an exciting time for Del Rey Oaks as we continue to work with AMBAG on these impactful projects. The Regional Energy Network will bring significant sustainability benefits, the Title VI Program ensures equity in all transportation services, and the MTIP promises safer, greener, and more efficient transportation systems for all.



September 4, 2024

Chris Bourquin, Chief of Police  
Del Rey Oaks Police Department  
650 Canyon Del Rey Road  
Del Rey Oaks, CA 93940

Re: CLETS Audit Findings for ORI# CA0270200

Dear Chief Bourquin,

The purpose of this letter is to present the results of your agency's recent audit of the California Law Enforcement Telecommunications System (CLETS) Security Audit.

Pursuant to state and federal requirements, the California Department of Justice (DOJ), Client Services Program audits all agencies which utilize the CLETS. Audits are conducted at least triennially. The CLETS assessment covers a range of topics including an administrative review of policies, user/agency agreements, completion of required training and security and the assigned CLETS Field Representative conducts an on-site inspection. The DOJ access to applicable agency information is addressed in the CLETS Policies, Practices, and Procedures, Section 1.6.3, Audits and Inspections. The goal of the audit process is to help ensure criminal justice information is being handled securely and in compliance with applicable requirements.

**CLETS Audit Questionnaire Findings: In Compliance**

We commend your compliance with the CLETS requirements. I would like to thank your ACC for the coordination and effort to ensure compliance for your agency. If you have any questions or need additional information regarding the audit process, contact CLETS Field Representative Sarah Wesley at (916) 210-2004 or by email at [Sarah.Wesley@doj.ca.gov](mailto:Sarah.Wesley@doj.ca.gov)

Sincerely,

*Elisa Webb*

ELISA WEBB, Staff Services Manager  
CLETS Audits & Inspections Section  
Justice Data & Investigative Services Branch

For **ROB BONTA**  
Attorney General



**MST HIGHLIGHTS**  
**Board of Directors Meeting**  
**September 9, 2024**

**RECOGNIZED AUGUST EMPLOYEE OF THE MONTH**

The MST Board adopted Resolution 2025-03 recognizing Dalia Lopez, Coach Operator, as the August 2024 Employee of the Month for her outstanding contribution to MST and to the entire community.

**RECOGNIZED SEPTEMBER EMPLOYEE OF THE MONTH**

The MST Board adopted Resolution 2025-04 recognizing Jacob Huggins, IT Specialist, as the September 2024 Employee of the Month for his outstanding contribution to MST and to the entire community.

**THE WRIGHT WAY AWARD WINNERS RECOGNITION**

The MST Board recognized thirty-eight (38) Coach Operators who received the new MST Wright Way Award for being safe while providing outstanding customer service. To be eligible for this award, Coach Operators had to have no safety related incidents and/or accidents, no valid customer complaints and no official discipline during the fiscal year.

**SUSTAINABLE TRANSPORTATION PLANNING GRANT AWARD**

The MST Board approved Resolution 2025-05 authorizing the General Manager/CEO or their designee to execute grant documents for Sustainable Transportation Planning Grant Program Funds for the East Alisal Bus Rapid Transit and Salinas Transit Center Relocation Study.

**GOODYEAR TIRE AND RUBBER COMPANY TIRE LEASE SERVICE AND SUPPORT**

The MST Board authorized the General Manager/CEO or their designee to enter into a three-year contract with The Goodyear Tire and Rubber Company for tire lease service and support, with the option to extend for one (1) additional two (2) year term, for a total contract amount not to exceed \$1,666,059, including option years.

**COMMUTE WITH ENTERPRISE VANPOOL PROGRAM**

The MST Board approved the ratification of a contract with Commute with Enterprise, authorized the General Manager/CEO or their designee to extend the vanpool program contract from July 26, 2025, through July 25, 2026, and approved continuing a \$450/month subsidy for each vanpool group for each year of the contract.

**MST'S PUBLIC TRANSPORTATION AGENCY SAFETY PLAN**

The MST Board approved updates to MST's Public Transportation Agency Safety Plan (PTASP).

**MST'S INJURY AND ILLNESS PREVENTION PROGRAM**

The MST Board approved updates to MST's Injury and Illness Prevention Program (IIPP).

**ON CALL SERVICES IN SOUTH COUNTY TO DISCONTINUE**

The MST Board approved to discontinue On Call services in South County effective December 31, 2024.

**FY 2023-2025 STRATEGIC PLAN AND ACTION PLAN STATUS UPDATE**

The MST Board received the FY2023-2025 strategic plan and action plan status update.

**NEXT MST BOARD MEETING**

The next regular MST Board meeting is scheduled for October 14, 2024.



## TRANSPORTATION AGENCY FOR MONTEREY COUNTY

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

### **HIGHLIGHTS**

**August 28, 2024**

### **TAMC Board Approves Alternative Alignment of the SURF! Busway and Bus Rapid Transit Project**

The Transportation Agency for Monterey County's Board of Directors provided direction and feedback allowing the alignment of the SURF! Busway and Bus Rapid Transit (BRT) Project to be moved onto the alignment of the existing rail tracks within the Monterey Branch Line corridor.

California Coastal Commission staff requested the SURF! busway project be realigned onto the existing Monterey Branch Line rail tracks to minimize impacts on Environmentally Sensitive Habitat Areas (ESHA). If this request is not met, the Coastal Commission staff would likely recommend denying the Coastal Development Permit; this would result in the cessation of the SURF! project, undermining years of planning and investments made toward improving regional transit.

The Monterey Branch Line corridor, acquired by TAMC in 2003 with Proposition 116 funds, has been envisioned as a key transportation asset that can support both near-term bus rapid transit and long-term rail service. The corridor has been integral to several planning documents, including the Monterey Bay Area Rail Network Integration Study and the California State Rail Plan, both of which propose a phased approach starting with bus service and transitioning to rail.

The TAMC Board voted to approve the alternative on-tracks alignment, on the condition the California Coastal Commission acknowledge the Monterey Branch Line, including portions owned by Monterey and Seaside, is a historic and future transportation corridor; and that the California Coastal Commission agree to not require putting a conservation easement on the Monterey Branch Line right-of-way, which would limit the potential for future rail service.

These conditions underscoring the Transportation Agency for Monterey County Board's support for the immediate benefits for the traveling public anticipated from the SURF Busway project while preserving the Monterey Branch Line corridor for future of rail service.

### **TAMC Board Receives Update on US 101 South of Salinas Project**

The US 101 South of Salinas project is in the planning stage that includes extensive community engagement. At their meeting, TAMC 's Board of Directors received an update on the project and feedback received through the project's public outreach efforts.

The intention of the US 101 South of Salinas project is to address safety issues along the corridor between the southern Salinas city limits and Chualar. This corridor experiences collision rates above the state average with concentrations at uncontrolled intersections. One fatality occurs annually, and one severe collision occurs monthly. Another safety concern is the number of uncontrolled railroad crossings along the corridor, which are often the only access to adjacent properties that include some of the world's premier agricultural land.

The two existing US 101 interchanges at Abbot Street and Main Street need significant upgrades to address antiquated features. The project's environmental process is expected to include alternatives to reconstruct both interchanges along with some combination of frontage roads that may maintain access from US 101 to existing properties.

Information collected from the following community stakeholders has guided the project team's approach to developing preliminary alternatives for the environmental process:

- Traffic Safety Alliance
- The Monterey County Farm Bureau
- Chualar community
- East Salinas community
- Property owners
- Business owners
- City of Salinas
- County of Monterey
- Various stakeholders, including the Ag Land Trust

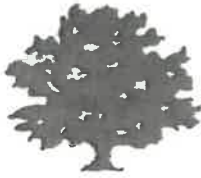
The information provided by the stakeholders are generalized in the following comments:

- Proactively preparing a long-term plan avoids being forced to react to a major incident in the future.
- Minimize the takings of prime agricultural land.

- Adequate access to individual property owners can be obtained through public roads and/or agreements with property owners.
- Current interchanges cannot be closed for extended timelines during construction without alternative access to US 101 being provided.
- The truck traffic in Chualar negatively impacts the community's quality of life and needs to be reduced.
- Traffic congestion at the Airport Blvd interchange is a problem that needs to be addressed. Stakeholders are interested in how this project could improve conditions at the Airport Blvd interchange.

The project team is scheduled to conduct the next series of community engagement activities this fall, while working towards identifying the project alternatives. Identifying feasible alternatives that meet the project purpose and need are an important part of the environmental evaluation that is scheduled to start early next year. The timing for this is to:

- Identify feasible options by end of the year;
- Start environmental work early next year;
- Finish environmental work by end of 2026; and
- Finish final design by end of 2027.



# CITY OF DEL REY OAKS

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

September 13, 2024

## Via Email and Regular Mail

Jamie Candelaria ([Jamie.candelaria@hcd.ca.gov](mailto:Jamie.candelaria@hcd.ca.gov))  
Senior Housing Accountability Unit Manager  
Division of Housing Policy Development  
California Department of Housing and Community Development  
2020 W. El Camino Avenue, Suite 500  
Sacramento, CA 95833

**Re: Response to HCD's Review of Del Rey Oaks' Accessory Dwelling Unit (ADU) Ordinance under State ADU Law (Gov. Code, Code, § 65852.2)**

Dear Jamie Candelaria:

Thank you for your review regarding the City of Del Rey Oaks (City) accessory dwelling unit (ADU) Ordinance No. 308 (Ordinance).

Please see below for the City's response to HCD letter dated August 14, 2024, and proposed actions for each of HCD's findings, shown in red. Findings are numbered for ease of reference.

1. *Statutory Numbering* - The Ordinance contains several references to code sections that were deleted by SB 477, effective March 25, 2024. These include Government Code sections 65852.2, 65852.22 and 65852.26. The contents of these sections were relocated to Government Code, Title 7, Division 1, Chapter 13 (sections 66310-66342, see Enclosure). The City must amend the Ordinance to refer to the correct code sections.

The City will amend the ordinance to refer to the revised code sections.

2. Sections 17.70.020, 17.70.40(A) 17.70.050 (B)(3) - *Definitions & General JADU Requirements* - The Ordinance defines a Junior Accessory Dwelling Unit (JADU) as, "a unit...contained entirely within a single-family residence..." However, this definition omits reference to the conditions required in Government Code 66333, subdivision (d): "For purposes of this subdivision, enclosed uses within the residence, such as attached garages, are considered a part of the proposed or existing single-family residence." The City must amend the Ordinance to note the allowance.

Additionally, Government Code section 66333, subdivision (e) states, "If a permitted junior accessory dwelling unit does not include a separate bathroom, the permitted junior accessory dwelling unit shall include a separate entrance from the main entrance to the structure, with an

interior entry to the main living area.” This requirement does not appear in the Ordinance, which must be amended accordingly.

The City will amend the referenced Sections by including language regarding the conditions and requirements in GC 66333, subdivisions (d) and (e).

3. Section 17.70.030 - *Denial* - The Ordinance states that the City shall “approve or deny [an] application within 60 days of receipt of the application...” However, there is no reference to the requirements stated in Government Code section 66317, subdivision (b): “If a permitting agency denies an application for an accessory dwelling unit or junior accessory dwelling unit pursuant to subdivision (a), the permitting agency shall, within the time period described in subdivision (a), return in writing a full set of comments to the applicant with a list of items that are defective or deficient and a description of how the application can be remedied by the applicant.” The City must amend the Ordinance accordingly.

The City will amend Section 17.70.030 to reference the communication requirements outlined in GC 66317.

4. Section 17.70.40(B) - *General ADU and JADU Requirements* - The Ordinance states that, “ADUs and JADUs may not be sold separately from the primary dwelling.” However, Government Code section 66341 creates a narrow exception to allow separate conveyance of an ADU to a qualified buyer if the property was built or developed by a qualified nonprofit corporation, among other things. The City must amend the Ordinance to comply with State ADU Law.

The City will revise Section 17.70.040(B) to comply with Government Code 66341 by providing a cross-reference to Government Code 66341, in order to meet the existing requirements for separate conveyance.

5. Section 17.70.040 (C) - *JADU Terms* - The Ordinance states, “ADUs and JADUs shall not be rented for a period of less than thirty (30) days.” However, Government Code section 66333 does not require rental term minimums for JADUs and therefore such a requirement would be inconsistent with State JADU Law. The City must amend the Ordinance accordingly.

Government Code Section 66333 does not prohibit rental term minimums. Therefore, no action is necessary regarding the City’s prohibition of short-term rentals for JADUs. For clarity, the City will incorporate a cross-reference to Municipal Code Title 5, Chapter 5.24 – Short-Term Rentals, Home Sharing.

6. Section 17.70.050 (A)(1) - *Design Standards* - The Ordinance states, “ADUs are subject to the same requirements that apply to primary dwellings on the same lot in the applicable zoning district except as specified in this section.” However, Government Code section 66315 states, “Section 66314 establishes the maximum standards that a local agency shall use to evaluate a proposed accessory dwelling unit on a lot that includes a proposed or existing single-family dwelling. No additional standards, other than those provided in Section 66314, shall be used or imposed, including an owner-occupant requirement, except that a local agency may require that the property may be used for rentals of terms 30 days or longer.”

Additionally, Government Code section 66321, subdivision (b)(3) prohibits, "Any requirement for a zoning clearance or separate zoning review or any other minimum or maximum size for an accessory dwelling unit, size based upon a percentage of the proposed or existing primary dwelling, or limits on lot coverage, floor area ratio, open space, front setbacks, and minimum lot size, for either attached or detached dwellings that does not permit at least an 800 square foot accessory dwelling unit with four-foot side and rear yard setbacks to be constructed in compliance with all other local development standards."

Lastly, local development standards may not preclude the development of any unit subject to Government Code section 66323. The City must amend the Ordinance to note these exceptions.

The City will make the noted amendments to comply with Government Code 66314, 66315, 66321 and 66323.

7. Section 17.70.050 (C) (1) and (2) - *Height* - The Ordinance states, "1. A single-story attached or detached ADU may not exceed 16 feet in height above grade, measured to the peak of the structure." and "2. A second story or two-story attached ADU addition may be permitted subject to an architectural permit and may not exceed the height of the zoning district. The minimum allowed height shall be 16 feet." However, Government Code section 66321, subdivision (b)(4) states that "Notwithstanding subdivision (a), a local agency shall not establish by ordinance any of the following...(4) Any height limitation that does not allow at least the following, as applicable..." The applicable height limits are 16, 18, 20 or 25 feet. Therefore, the City must amend the minimum height requirements in the Ordinance to comply with State ADU Law. Additionally, the City should align height measurement with the definitions stated in the California Building Code.

The City will revise Section 17.70.050 to comply with GC 66321.

8. Section 17.70.050 (C)(2) - *Architectural Permit* - The Ordinance states, "A second story or two-story attached ADU addition may be permitted subject to an architectural permit..." However, pursuant to Government Code section 65852.2, subdivision (a)(3)(A), "A permit application for an accessory dwelling unit or a junior accessory dwelling unit shall be considered and approved ministerially without discretionary review or a hearing, notwithstanding Section 65901 or 65906 or any local ordinance regulating the issuance of variances or special use permits." The Ordinance should only require ministerial provisions for the approval of accessory dwelling units. The City must amend their Ordinance to comply with State ADU Law.

The City will make the noted revisions along with those noted in Finding #7.

9. Section 17.70.50 (F)(6) - *Parking* - The Ordinance states that, "No on-site parking is required for an ADU in the following cases..." It then describes conditions that match Government Code section 66322, subdivision (a)(1) through (a)(4) but omits reference to the conditions of (a)(5) and (a)(6). Therefore, the City must amend the Ordinance to add the additional parking exceptions.

The City will amend Section 17-70.050 – Parking to include the omitted references.

10. Section 17.70.50 (G)(2) - *Sprinklers* - The Ordinance states, "The installation of fire sprinklers shall not be required in an ADU if sprinklers are not required for the primary residence." However, Government Code sections 66314, subdivision (d)(12) and 66323, subdivision (c) expand on this to require that "The construction of an accessory dwelling unit shall not trigger a requirement for fire sprinklers to be installed in the existing primary dwelling." Therefore, the City must amend the Ordinance to note the allowance.

The City will amend the Ordinance by adding language to note the additional allowance.

Once the HCD acknowledges that our responses and proposed changes outlined in this letter are acceptable, the City plans to initiate the changes in Spring 2025 with Council approval anticipated in Summer 2025.

If there are any questions or clarifications, I can be reached at [jguertin@delreyoaks.org](mailto:jguertin@delreyoaks.org) or at 831-394-8511.

Sincerely,



John Guertin  
City Manager

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
DIVISION OF HOUSING POLICY DEVELOPMENT**

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August 14, 2024

John Guertin, City Manager  
City of Del Rey Oaks  
650 Canyon Del Rey Blvd.  
Del Rey Oaks, CA 93940

Dear John Guertin:

**RE: Review of City of Del Rey Oak's Accessory Dwelling Unit (ADU) Ordinance  
under State ADU Law (Gov. Code, §§ 66310 – 66342)**

**Please Note:** As of March 25, 2024, with the Chaptering of Senate Bill (SB) 477 (Chapter 7, Statutes of 2024), the sections of Government Code relevant to State ADU and junior accessory dwelling unit (JADU) Law have been re-numbered (Enclosure 1).

Thank you for submitting the City Del Rey Oak's (City) ADU Ordinance No. 308 (Ordinance), adopted October 26, 2021, to the California Department of Housing and Community Development (HCD). HCD has reviewed the Ordinance and submits these written findings pursuant to Government Code section 66326, subdivision (a). HCD finds that the Ordinance does not comply with State ADU and JADU Laws in the manner noted below. Under section 66326, subdivision (b)(1), the City has up to 30 days to respond to these findings. Accordingly, the City must provide a written response to these findings no later than September 13, 2024.

The Ordinance addresses many statutory requirements; however, HCD finds that the Ordinance does not comply with State ADU Law in the following respects:

1. *Statutory Numbering* - The Ordinance contains several references to code sections that were deleted by SB 477, effective March 25, 2024. These include Government Code sections 65852.2, 65852.22 and 65852.26. The contents of these sections were relocated to Government Code, Title 7, Division 1, Chapter 13 (sections 66310-66342, see Enclosure). The City must amend the Ordinance to refer to the correct code sections.
2. Sections 17.70.020, 17.70.40(A) 17.70.050 (B)(3) - *Definitions & General JADU Requirements* - The Ordinance defines a Junior Accessory Dwelling Unit (JADU) as, "a unit...contained entirely within a single-family residence..." However, this definition omits reference to the conditions required in Government Code 66333, subdivision (d): "For purposes of this subdivision,

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enclosed uses within the residence, such as attached garages, are considered a part of the proposed or existing single-family residence." The City must amend the Ordinance to note the allowance.

Additionally, Government Code section 66333, subdivision (e) states, "If a permitted junior accessory dwelling unit does not include a separate bathroom, the permitted junior accessory dwelling unit shall include a separate entrance from the main entrance to the structure, with an interior entry to the main living area." This requirement does not appear in the Ordinance, which must be amended accordingly.

3. Section 17.70.030 - *Denial* - The Ordinance states that the City shall "approve or deny [an] application within 60 days of receipt of the application..." However, there is no reference to the requirements stated in Government Code section 66317, subdivision (b): "If a permitting agency denies an application for an accessory dwelling unit or junior accessory dwelling unit pursuant to subdivision (a), the permitting agency shall, within the time period described in subdivision (a), return in writing a full set of comments to the applicant with a list of items that are defective or deficient and a description of how the application can be remedied by the applicant." The City must amend the Ordinance accordingly.
4. Section 17.70.40(B) - *General ADU and JADU Requirements* - The Ordinance states that, "ADUs and JADUs may not be sold separately from the primary dwelling." However, Government Code section 66341 creates a narrow exception to allow separate conveyance of an ADU to a qualified buyer if the property was built or developed by a qualified nonprofit corporation, among other things. The City must amend the Ordinance to comply with State ADU Law.
5. Section 17.70.040 (C) - *JADU Terms* - The Ordinance states, "ADUs and JADUs shall not be rented for a period of less than thirty (30) days." However, Government Code section 66333 does not require rental term minimums for JADUs and therefore such a requirement would be inconsistent with State JADU Law. The City must amend the Ordinance accordingly.
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Additionally, Government Code section 66321, subdivision (b)(3) prohibits, "Any requirement for a zoning clearance or separate zoning review or any other minimum or maximum size for an accessory dwelling unit, size based upon a percentage of the proposed or existing primary dwelling, or limits on lot coverage, floor area ratio, open space, front setbacks, and minimum lot size, for either attached or detached dwellings that does not permit at least an 800 square foot accessory dwelling unit with four-foot side and rear yard setbacks to be constructed in compliance with all other local development standards."

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John Guertin, City Manager  
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Please note that the City has two options in response to this letter<sup>1</sup>. The City can either amend the Ordinance to comply with State ADU Law<sup>2</sup> or adopt the Ordinance without changes and include findings in its resolution adopting the Ordinance that explain the reasons the City believes that the Ordinance complies with State ADU Law despite HCD's findings<sup>3</sup>. If the City fails to take either course of action and bring the Ordinance into compliance with State ADU Law, HCD must notify the City and may notify the California Office of the Attorney General that the City is in violation of State ADU Law<sup>4</sup>.

HCD appreciates the City of Del Rey Oaks' efforts in the preparation and adoption of the Ordinance and welcomes the opportunity to assist the City in fully complying with State ADU Law. Please feel free to contact Mike Van Gorder at [mike.vangorder@hcd.ca.gov](mailto:mike.vangorder@hcd.ca.gov) if you have any questions.

Sincerely,



Jamie Candelaria  
Senior Housing Accountability Unit Manager  
Housing Policy Development Division

<sup>1</sup> Gov. Code, § 66326, subd. (c)(1).

<sup>2</sup> Gov. Code, § 66326, subd. (b)(2)(A).

<sup>3</sup> Gov. Code, § 66326, subd. (b)(2)(B).

<sup>4</sup> Gov. Code, § 66326, subd. (c)(1).

## State ADU/JADU Law Statutory Conversion Table

New Government Code Sections	Previous Government Code Sections
<b>Article 1. General Provisions</b>	
66310	65852.150 (a)
66311	65852.150 (b)
66312	65852.150 (c)
66313	General Definition Section 65852.2 (j) 65852.22 (j)
<b>Article 2. Accessory Dwelling Unit Approvals</b>	
66314	65852.2(a)(1)(A), (D)(i)-(xii), (a)(4)-(5)
66315	65852.2 (a)(8)
66316	65852.2 (a)(6)
66317	65852.2 (a)(3), (a)(7)
66318	65852.2 (a)(9), 65852.2 (a)(2)
66319	65852.2 (a)(10)
66320	65852.2 (b)
66321	65852.2 (c)
66322	65852.2 (d)
66323	65852.2 (e)
66324	65852.2 (f)
66325	65852.2 (g)
66326	65852.2 (h)
66327	65852.2 (i)
66328	65852.2 (k)
66329	65852.2 (l)
66330	65852.2 (m)
66331	65852.2 (n)
66332	65852.23.
<b>Article 3. Junior Accessory Dwelling Units</b>	
66333	65852.22 (a)
66334	65852.22 (b)
66335	65852.22 (c)
66336	65852.22 (d)
66337	65852.22 (e)
66338	65852.22 (f)-(g)
66339	65852.22 (h)
<b>Article 4. Accessory Dwelling Unit Sales</b>	
66340	65852.26 (b)
66341	65852.26 (a)
66342	65852.2 (a)(10)

